

Minutes of the Selectboard Meeting of Wednesday, April 13, 2016 at 6:30 PM

Members present: Linda Cook, Chair; Christopher Ashley (by phone); Steve Flanders; Dan Goulet (by phone); Mary Layton, Vice-Chair; Phil Dechert, Interim Town Manager; Nancy Kramer, Assistant to the Town Manager.

There were about 5 people in the audience.

Also participating: Cheryl Lindberg, Bonnie Munday, Jim Toher, Jonathan Vincent.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). After some discussion, the Selectboard, by consensus, approved the Agenda without changes.
2. Public Comments. There were no public comments.
3. Interim Town Manager's Report (Discussion). Written report in packet and on the Town website. No actions taken.
4. Finance – Board to Sign Accounts Payable/Warrants (Action Item). After very little discussion, Flanders **moved** (2<sup>nd</sup> Layton) to approve Check Warrant Report #16-22 for General Fund in the amount of \$192,096.35, for DPW Bridge Fund in the amount of \$2,942.00 and for Fire Equipment Fund in the amount of \$81.67 for the period from 4/1/16 to 4/13/16. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).
5. Treasurer's Quarterly Investment Report (Discussion/Possible Action Item). Lindberg discussed why the report was delayed stating that the account is still secured for \$2.5 million. Afterwards, Flanders **moved** (2<sup>nd</sup> Layton) to receive the Treasurer's Quarterly Investment Report. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).
6. Certificate – No Appeal or Suit Pending (Discussion/Action Item). Flanders **moved** (2<sup>nd</sup> Layton) to approve the Certificate – No Appeal or Suit Pending for the April 1, 2015 Grand List and have the Selectboard sign the certificate. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Munday was present and showed the Selectboard where to sign.
7. Appoint Mel Biggs to the Prudential Committee (Discussion/Action Item). Vincent spoke to why Watts needed to resign. Biggs was out of town on business. Layton **moved** (2<sup>nd</sup> Flanders) to appoint Mel Biggs to the Prudential Committee to fill an unexpired term ending at the 2017 Annual Fire District Meeting. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).
8. Request to Expend \$119,100 from the Highway Equipment Reserve Fund for Purchase of a John Deere Backhoe/Loader (Discussion/Action Item). Cook said she believes the Cat would be more flexible and prefers to stay with a Cat. After discussion, Flanders **moved** (2<sup>nd</sup> Layton) to authorize the expenditure of up to \$132,900 from the Highway Equipment Reserve Fund for the purchase of a backhoe/loader. **Motion passed 4 to 1** (yes –Cook, Flanders, Goulet and Layton; no - Ashley).

9. Request to Expend \$20,994 from the Buildings and Grounds Equipment Reserve Fund for Purchase of a 2008 Dodge Ram 2500 Pickup (Discussion/Action Item). After some discussion regarding the size of the Department of Public Works fleet, Flanders **moved** (2<sup>nd</sup> Layton) to authorize the expenditure of \$20,994 from the Buildings and Grounds Equipment Reserve Fund for the purchase of a 2008 Dodge Ram 2500 pickup. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

10. Casella Waste Management Contract (Discussion/Action Item). Dechert said the biggest change is the increase in the Zero Sort processing fee which is due to commodity revenue drop. Toher, Operations Manager for Casella, said Norwich is outstanding in the diversion of recyclables. After some discussion, Flanders **moved** (2<sup>nd</sup> Layton) to authorize the Interim Town Manager to extend the Town's contract with Casella Waste Management for Transportation, Disposal, Recycling and Rental Services for the Transfer Station for one year. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

11. Selectboard Goals (Discussion/Possible Action Item). After discussion, the Selectboard set items # 8, 9 and 10 as their top three goals.

12. Charge for Community to Identify Community Pool Options (Discussion/Possible Action Item). Dechert said that Jill Kearney Niles has worked on getting a reduced rate for Norwich residents to use Storrs Pond this summer. Dechert also spoke about river access being a Town priority for a long time. The Recreation Council is also very involved. After discussion of the charge, Ashley **moved** (2<sup>nd</sup> Flanders) to accept the Charge for Committee to Identify Community Pool Options with the removal of the first bullet in item #6, that described actions already taken to obtain discounts at other managed swimming venues. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

13. Review of Norwich Finance Committee Charge (Discussion/Possible Action Item). After discussion regarding the no "compensation" clause in the first paragraph and why townspeople were not applying for the Committee, the Selectboard tabled this item for the present time.

14. Town Service Officer Role (Discussion/Possible Action Item). Dechert said that new legislation has eliminated the Town Service Officer as a statutory position. After discussion, the Selectboard agreed to further review this item at their April 27<sup>th</sup> meeting.

15. Correspondence (Please go to [www.norwich.vt.us](http://www.norwich.vt.us), click on Boards & Committees from the blue banner, click on Selectboard and click on Recent Selectboard Correspondence in the middle section to view resident correspondence):

a) Resident –

- 1) #15 a). Email from Stuart Richards Re: Planning Commission Agendas and Minutes. Flanders **moved** (2<sup>nd</sup> Layton) to receive an email from Stuart Richards re: Planning Commission agendas and minutes. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Items are now put out on the Norwich Listserv.

16. Selectboard

- a) Approval of the Minutes of the 3/16/16 and 3/23/16 Selectboard Meetings (Action Item). After discussion, the March 16<sup>th</sup> minutes were tabled until the April 27<sup>th</sup> meeting. Flanders **moved** (2<sup>nd</sup> Layton) to approve the minutes of the March 23, 2016 Selectboard meeting. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton).

- b) Review of Next Agendas (Discussion/Possible Action Item). Items on the agenda for April 27<sup>th</sup> will be: appointments, development of a memorandum on project management, Town Service Officer, one policy to review and the Interim Town Manager search. The Selectboard will have a special meeting on May 4<sup>th</sup> at 6:00 pm to discuss the program for the public safety facility with Jay White. Robinson and Leinoff will be invited to attend.
- c) Interim Town Manager Search - Update (Discussion/Action Item) (Executive Session May be Required). Layton read the email from Robinson regarding the Town Manager. This email will be received as correspondence at the April 27<sup>th</sup> Selectboard meeting. Pursuant to Title 1 VSA § 313(a)(3), Flanders **moved** (2<sup>nd</sup> Layton) to enter into Executive Session for the purpose of discussing the employment of the Interim Town Manager and to invite Phil Dechert to join the Session. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). The Selectboard moved into Executive Session at 9:03 pm.

At 9:25 pm, Flanders **moved** (2<sup>nd</sup> Layton) to move into public session. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). No action was taken as a result of the Executive Session.

Ashley **moved** (2<sup>nd</sup> Goulet) to adjourn. **Motion passed 5 to 0** (yes – Ashley, Cook, Flanders, Goulet and Layton). Meeting adjourned at 9:26 pm.

Approved by the Selectboard on April 27, 2016.

By Nancy Kramer  
Assistant to the Town Manager

Linda Cook  
Selectboard Chair

Next Regular Meeting – April 27, 2016 at 6:30 PM

PLEASE NOTE THAT CATV RECORDS ALL REGULAR MEETINGS OF THE NORWICH SELECTBOARD.