

Minutes of the Selectboard Meeting of Wednesday, February 22, 2017 at 6:30 pm

Members present: Linda Cook, Chair; Christopher Ashley; Dan Goulet; Stephen Flanders; Dave Ormiston, Interim Town Manager; Miranda Bergmeier, Assistant to the Town Manager. Absent: Mary Layton, Vice-Chair.

There were about 6 people in the audience.

Also participating: John Farrell, Demo Sofronas, Kris Clement, Claudette Brochu, John Pepper, and Bonnie Munday.

Cook opened the meeting at 6:30 pm.

1. Approval of Agenda (Action Item). Selectboard agreed to add agenda item #3a, "Bond Note Paperwork."
2. Public Comments (Discussion Item). John Farrell said that he has spoken to the owner of the house under construction near his property, and Farrell is satisfied that the septic system planned for the property will be sufficient. Steve Flanders spoke to acknowledge the service of outgoing Selectboard members Chipper Ashley and Dan Goulet. Flanders said that, with Ashley's and Goulet's help, the Selectboard has been very productive. Demo Sofronas thanked Ashley and Goulet for their hard work on the board. Ashley thanked Sofronas for his work in recording Selectboard meetings for public broadcast. Kris Clement thanked Goulet and Chipper for their time and effort in serving on the Selectboard. Linda Cook announced the publication of the Town Report.
3. Liquor Licenses (Discussion/Action Item). Flanders **moved** (2nd Ashley) that the Selectboard convene as the Norwich Liquor Commission. **Motion passed unanimously.** Flanders **moved** (2nd Ashley) to approve liquor license applications for Fraser General Store (Dan & Whit's); Green Visions (Norwich Inn) – 3; King Arthur Flour – 2; PLR Enterprises (Norwich Wine and Spirits); and Carpenter & Main – 2. **Motion passed unanimously.** Ashley **moved** (2nd Flanders) to close the Norwich Liquor Commission session and reconvene as the Selectboard. **Motion passed unanimously.**
- 3a. Bond Note Paperwork (Discussion/Action Item). After brief discussion about the boilerplate paperwork, Flanders **moved** (2nd Ashley) to adopt the Resolution and Certificate in connection with the sale of a municipal bond for the purposes of financing the Public Safety Building project. **Motion passed unanimously.**
4. List of Open Positions (Discussion/Action Item). Goulet pointed out that the Development Review Board and the Planning Commission do not require town residency. Goulet feels that we should require that only Town residents can serve on those boards. Ashley said that it would be helpful to include on the list of open positions the exact term expiration dates. Clement asked how the Selectboard determines who will represent the Town with the Greater Upper Valley Solid Waste District (GUVSWD). Selectboard members replied that the board appoints a representative to GUVSWD; there are no specific requirements. The Selectboard will take up the issue of open positions at its meeting on March 8, 2017.
5. Town Service Officer (Discussion/Action Item). Ashley **moved** (2nd Flanders) to approve the job description for Town Service Officer, as revised. **Motion passed unanimously.**

6. a) Expenditure from Buildings & Grounds Equipment Replacement Fund for the purchase of a stand-on mower (Discussion/Action Item). Ashley **moved** (2nd Flanders) to authorize the expenditure of \$7,850 from the Buildings & Grounds Equipment Replacement Fund for the purchase of a stand-on mower. **Motion passed unanimously.**

b) Expenditure from Solid Waste Equipment Fund for the purchase of a new compactor (Discussion/Action Item). Goulet questioned the electrician's labor charge for the installation, as it seems high. Goulet wants more explanation of the charge. Ashley **moved** (2nd Flanders) to authorize the expenditure of \$27,635 from the Solid Waste Equipment Fund for the purchase of a new compactor. **Motion passed 3 to 1 (yes- Ashley, Flanders, Cook; no- Goulet).**

7. Pool Committee Charge (Discussion/Action Item). Cook asked the Board members what they want the Pool Committee to address. Flanders and Goulet said that only a streamside pool should be considered. Goulet said that a picnic area without a pool would be the best use of the site. Ashley said the Pool Committee should be allowed to explore a variety of options, and that the community has expressed strong support for having a pool. Flanders said the charge should be a step-by-step process, where the project would not progress past the point of getting a "no" from the State regarding permitting. Ashley said that Flanders's and Goulet's drafts are very similar. Ashley **moved** (2nd Flanders) to approve the Pool Committee charge drafted by Steve Flanders, as presented and discussed during the Selectboard meeting on February 22, 2017, with paragraphs A and B reversed in order. **Motion failed 2 to 2 (no- Goulet, Cook; yes- Ashley, Flanders).**

8. Town Meeting Presentation (Discussion/Action Item). Cook reported that Mary Layton has said that she is willing to make the presentation at Town Informational Meeting. Flanders **moved** (2nd Ashley) that the Selectboard meeting packet document #8 be the Selectboard's presentation at Town Meeting and that Mary Layton deliver the presentation. **Motion passed unanimously.**

9. Interim Town Manager Report (Discussion Item). Ormiston gave an update on the Public Safety Building, reporting that the sprinkler system is being designed prior to putting out the project to bid. Ormiston said that he will generate a budget tracking document showing project costs as the project progresses. Steve Leinoff and Doug Robinson have continued working on Emergency Operations Center (EOC) issues, and Leinoff is applying for a grant to offset radio costs. The Public Safety Building site plan has been submitted to the Norwich Town Planning Office, and Jay White will report to Ormiston about the status of any state permits. Ormiston will follow up with Mary Andes regarding the Town's request for FEMA extension. Wright Construction is doing the DPW Garage addition design and permitting work; estimated total cost is \$21,314. Ormiston said that the contracted assessors have requested to reduce their office hours during non-peak times of the year. Ormiston asked the Selectboard if they have a policy concerning the placement of candidates' signs on Town property. Selectboard members agreed that there was not an existing policy or rule, nor have such signs been posted on Town property in the past.

10. Correspondence (Discussion/Action Item). Goulet **moved** (2nd Flanders) to receive correspondence from Ernie Ciccotelli regarding Norwich rezoning and from VLCT regarding a workshop. **Motion passed unanimously.**

11. Selectboard

a. Board to sign accounts payable/warrants (Discussion/Action Item). Ashley **moved** (2nd Flanders) to approve Check Warrant Report #17-22 for General Fund in the amount of \$2,596,573.25, for Long Term Facility Study Fund in the amount of \$3,689.99, and for Public Safety Facility Fund in the amount of \$13,000.00. **Motion passed unanimously.**

b. Approval of the Minutes of the 2/8/2017 and 2/15/2017 Selectboard meetings (Action Item). Flanders **moved** (2nd Ashley) to approve the minutes of the February 8, 2017 and February 15, 2017 Selectboard meetings with revisions put forward. **Motion passed unanimously.**

c. Review of Next Agendas (Discussion/Possible Action Item). The March 8, 2017 meeting will be the yearly Organizational Meeting for the Selectboard. Agenda items will include those customarily addressed.

12. Town Manager Search Update – executive session may be needed (Discussion/Action Item). Ashley **moved** (2nd Flanders) to find that discussing the status of applicants for the position of Town Manager in public session would violate the applicants' rights to confidentiality. **Motion passed unanimously.** Flanders **moved** (2nd Ashley) to enter executive session to discuss applicants for the position of Town Manager, pursuant to Title 1 VSA §313(a)(3). **Motion passed unanimously.**

The Selectboard moved into executive session at 8:56 pm.

Flanders **moved** (2nd Goulet) to enter public session. **Motion passed unanimously.** The Selectboard moved into public session at 9:12 pm.

At this point, Goulet **moved** (2nd Flanders) to adjourn. **Motion passed unanimously.** Meeting adjourned at 9:13 pm.

by Miranda Bergmeier, Assistant to the Town Manager

Approved by the Selectboard on March 8, 2017.

Linda Cook, Selectboard Chair

Next Meeting –March 8, 2017 at 6:30 PM

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