

DRAFT Minutes of the Selectboard Meeting of  
Wednesday, May 9, 2018 at 6:30 pm

Members present: John Pepper, Chair; Claudette Brochu, Vice Chair; Linda Cook; John Langhus; Mary Layton; Herb Durfee, Town Manager; Miranda Bergmeier, Assistant to the Town Manager.

There were about 20 people in the audience.

Also participating: Charlotte Metcalf, Stuart Richards, John Farrell, Cheryl Lindberg, Bill Hammond, Alex Northern, Marcia Calloway, Will Smith, Frank Manasek, Maggie Pepper, Jeff Goodrich, Susan Brink, Colin Calloway, Jeff Lubell, Kris Clement, Ernie Ciccotelli, and Matt Swett.

John Pepper opened the meeting at 6:32 pm. John Langhus joined the meeting at 6:48 pm.

1. Approval of Agenda (Action Item). Selectboard (SB) members agreed to reorder agenda items to move public comments to just after correspondence, and to move discussion of Planning Commission (PC) size to just after discussion of the open position for the TRORC.

2. Approval of Minutes (Action Item). Charlotte Metcalf, Cheryl Lindberg, and Stuart Richards commented on suggestions for edits to the April 25, 2018 minutes. Layton **moved** (2<sup>nd</sup> Brochu) to approve the minutes of the April 25, 2018 Selectboard meeting. **Motion passed unanimously.**

3. Correspondence (Discussion/Action Item). Layton **moved** (2<sup>nd</sup> Brochu) to receive correspondence from Friends of Norwich Farms re: the future of Norwich Farms; from Charlotte Metcalf re: Town Plan survey; from Carole Petrillo re: response to racism; from Linda Gray re: Vermont climate; from Ralph Hybels re: support for Jeff Goodrich reappointment to TRORC; from John Langhus re: draft response to Charlotte Metcalf's solar energy questions; from Norman Levy re: support for Jeff Lubell reappointment to Planning Commission; from Arline Rotman re: support for Jeff Lubell reappointment to Planning Commission; from Linda Gray re: support for Jeff Lubell reappointment to Planning Commission; from Courtney Dragiff re: support for Brie Swenson appointment to Conservation Commission; from Jonathan Teller-Elsberg re: support for Jeff Lubell reappointment to Planning Commission; from Aaron Lamperti re: support for Jeff Lubell reappointment to Planning Commission; and from Charlotte Metcalf re: draft answers to solar energy questions. **Motion passed unanimously.** SB members discussed putting the letter from Charlotte Metcalf on the agenda for the next meeting, as part of the Energy Committee discussion.

6. Public Comments (Discussion Item). Cheryl Lindberg said that the Board of Listers has nothing to report at this time about their RFP for Assessing services. Charlotte Metcalf spoke about the 2005 PC survey and read aloud from Chris Katucki's listserv post, which will be included in the May 23, 2018 SB meeting packet. Bill Hammond read from his speech accepting his citizen of the year award. Hammond named many people who contributed to his success, and spoke about the importance of working together as townspeople. Herb Durfee introduced Alexander (Alex) Northern, who has been hired as the town's new Fire Chief. Northern said that he will be starting on May 29, 2018 and will be making the rounds to meet people in town. Stuart Richards said that Norwich Affordable Housing, Inc. is working to create small-scale affordable housing in Norwich. Richards will provide updates as things develop. Marcia Calloway said that she objected to Langhus asking Ernie Ciccotelli (during the April 25, 2018 SB meeting) whether he could get along with other members of the PC. Calloway objected to this question as discriminatory and contrary to the Vermont State Constitution. Calloway said that Ciccotelli is qualified and should be appointed to the PC. Calloway read aloud a written statement that will be included in the May 23, 2018 SB meeting packet. Will Smith said he supports Ernie Ciccotelli's appointment to the PC. Frank Manasek read from an

anonymous email he received. Manasek expressed concerns about conflicts of interest and improper dealings in town expenditures. Langhus asked Manasek for more specific information about these concerns. Discussion continued, with multiple people speaking about the need for people with differing opinions to work together in a respectful manner.

4. Applicants for Open Positions (Discussion/Action Item). John Farrell said he wants to be reappointed as Town Service Officer. Last year, he dealt with 2 issues as Town Service Officer. Farrell said he is away for part of the winter every other year, during which time the SB serves a back-up. Cook **moved** (2<sup>nd</sup> Langhus) to appoint John Farrell as Town Service Offer for the term of 1 year. **Motion passed unanimously.** Jeff Goodrich said that Brie Swenson should be appointed to the Conservation Commission. Brie Swenson said that she would like to be on the Conservation Commission because of her interest in tying together outdoor recreation with conservation. Swenson said she has been on the Trails Committee. Langhus **moved** (2<sup>nd</sup> Layton) to appoint Brie Swenson to the Conservation Commission for the term of 4 years. **Motion passed unanimously.** Jeff Goodrich said he would like to be reappointed to the Two Rivers Ottauquechee Regional Commission (TRORC). Goodrich said he follows all applicable policies regarding conflicts of interest; he has recused himself when necessary, and has disclosed any conflicts when they have arisen. Layton said that Goodrich's expertise is valuable to Norwich when Goodrich serves on the TRORC. Goodrich said that Norwich needs to look at ways to increase resiliency. Langhus **moved** (2<sup>nd</sup> Layton) to appoint Jeff Goodrich to the TRORC for the term of 1 year. **Motion passed unanimously.**

10. a. Planning Commission (PC) Membership Size (Discussion/Action Item). Layton said she wants to hear input from others about expanding the PC to 9 members. Langhus said he thinks it is a good idea to discuss the question, and he gives deference to current PC members' opinions. Langhus thinks that keeping the membership number at 7 makes sense because there are other opportunities for town residents to have input. Jeff Goodrich said that the PC used to have 9 members and there was a problem with reaching quorum for meetings. The current PC members usually do not agree, so there is not uniformity of opinion and there is not a need for more members. Stuart Richards said he thinks there is a consensus of opinion of the PC now. Richards wants the PC enlarged to 9 because it would increase diversity on the PC. Frank Manasek said he thinks the PC was not open to public comment in its meetings and didn't allow new ideas to be entertained. He wants new members to be added to the PC to allow for new opinions. Susan Brink said there are many different views among PC members and they have tried to build public comments into their work. The current PC works well together. Charlotte Metcalf spoke about the 2005 survey and said that the results were ignored by the PC. Colin Calloway said the PC did not want to hear public input unless it was positive. Jeff Lubell suggested that the SB keep the number of PC members separate from the issue of diversity. Cook expressed concern that people will be discouraged from applying to serve on committees when people repeatedly apply and are not appointed; she feels that more people on the PC will help to get the work done. Kris Clement said the SB should increase the PC size to allow for more people to get involved. Cheryl Lindberg said she thinks that increasing the PC membership size is a good idea. Ernie Ciccotelli said there are 9 members on the DRB and they do not struggle to meet quorum. Brochu **moved** (2<sup>nd</sup> Cook) to increase the membership of the Planning Commission from seven (7) to nine (9) members. **Motion failed (yes- Cook, Brochu; no-Langhus, Pepper, Layton).**

4. d. Applicants for Planning Commission (PC) (Discussion/Action Item). Ernie Ciccotelli and Jeff Lubell applied for the one opening on the PC. Ernie Ciccotelli said that his goals if appointed to the PC would be to work on writing clear policies and to have varied constituencies be heard by the PC. He would bring a divergent view to the PC. Ciccotelli said he can work with others, and has experience in drafting regulations. Ciccotelli said he sees himself as bringing points of view to the PC that are held by people who want to limit expensive or exclusive developments and have lower

incomes. Jeff Lubell said he wants to serve another term on the PC – he has served one term thus far – so that he can apply his knowledge. Lubell has significant experience working in housing policy, including work for HUD, and working on policy regarding housing and energy use. Lubell said he learned during his past term on the PC they they should have addressed the Town Plan update before exploring the Route 5 South issues. Lubell said he would like to see Norwich be more economically diverse in ten years, and for Norwich to be leaders in energy efficiency. Jeff Goodrich said that Ciccotelli has been doing very good work on the DRB, and Goodrich supports Lubell's work on the PC. Marcia Calloway said we need people on the PC who understand Vermont law and not urban planners. Layton **moved** (2<sup>nd</sup> Langhus) to appoint Jeff Lubell to the Planning Commission for a term of 4 years. **Motion passed (yes- Layton, Langhus, Pepper; abstain- Brochu, Cook).**

7. a. Request for expenditure from Fire Apparatus Designated Fund (Discussion/Action Item). Matt Swett, Interim Fire Chief, said the Fire Department needs money to fix the new forestry truck, which is replacing the old forestry truck that was rolled in an accident. The funds will cover the cost of outfitting the new forestry truck with new equipment. The old forestry truck will then go back to the DPW for use there. Cook expressed concern about keeping trucks in the fleet, rather than getting rid of them. Durfee said the SB and DPW Director and Durfee are looking at the town fleet of vehicles. Durfee said that Swett has been doing a great job as Interim Fire Chief, and has helped the Fire Department a great deal. Brochu **moved** to authorize the Town Manager to spend up to \$12,000.00 from the Fire Apparatus Designated Fund in order to outfit the Norwich Fire Department's Forestry truck. **Motion passed unanimously.** At this point, it was 9:07 pm. The Selectboard members agreed to take a short break and address agenda item #7 (Accounts Payable) upon their return from break.

7. Sign Accounts Payable/Warrants (Discussion/Action Item). Layton **moved** (2<sup>nd</sup> Langhus) to approve check warrant report #18-23 for Highway Garage Fund in the amount of \$54,408.62; for Communications Study Fund in the amount of \$1,616.17; for Records Restoration Fund in the amount of \$2,719.67; for Public Safety Facility Fund in the amount of \$26,734.82; and for General Fund in the amount of \$305,148.85. **Motion passed (yes- Brochu, Langhus, Layton, Pepper; abstain- Cook).**

5. Appoint Town Manager as Assistant Zoning Administrator (Discussion/Action Item). Durfee said that he hopes to have a new Planning and Zoning Administrator no later than the beginning of June. Layton **moved** (2<sup>nd</sup> Langhus) to appoint the Town Manager as Assistant Zoning Administrator. **Motion passed unanimously.** At this point, SB members agreed to prepare to adjourn, and to discuss the agenda for the May 23<sup>rd</sup> SB meeting.

13. Review of Next Agendas (Discussion/Action Item). The Selectboard agreed to include in their May 23, 2018 agenda the following items:

- Town Plan Update
- Committee Communication & Accountability
- Conflict of Interest Policy
- Town Manager Evaluation

At 9:30 pm, Langhus **moved** (2<sup>nd</sup> Brochu) to adjourn. **Motion passed unanimously.**

Meeting adjourned at 9:30 pm.

By Miranda Bergmeier

Approved by the Selectboard on May 23, 2018

Norwich Selectboard Minutes – 5/9/2018 Mtg

Page 3 of 4

---

John Pepper  
Selectboard Chair

Next Meetings – May 23, 2018 – Meeting at 6:30 PM

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