

Minutes of the Selectboard Meeting of  
Wednesday, May 23, 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: Kris Clement, Stuart Richards, Gina des Cognets, Jaci Allen, Marcia Calloway, Susan Brink, Christopher Ashley, Roger Arnold, and Jack Cushman.

John Pepper opened the meeting at 6:33 pm.

1. Approval of Agenda (Action Item). Selectboard (SB) members agreed to proceed with the agenda as drafted.
2. Approval of Minutes (Action Item). Langhus **moved** (2<sup>nd</sup> Layton) to approve the minutes of the May 9, 2018 Selectboard meeting. **Motion passed unanimously.** SB members agreed to include Ernie Ciccotelli's suggested changes in the final minutes.
3. Correspondence (Discussion/Action Item). Brochu **moved** (2<sup>nd</sup> Langhus) to receive correspondence from Charlotte Metcalf regarding the Planning Commission; from Don & Lisa McCabe regarding the Town Plan; from Arline Rotman regarding the Town Plan; and from Sue Pitiger regarding the Town Plan. **Motion passed unanimously.**
4. Public Comments (Discussion Item). Kris Clement asked about a \$200,000 loss of Town reimbursement from FEMA, due to there not being an approved Town Plan in place at the time of the July 2017 storm. Durfee said he is looking into the ways to qualify for receiving the additional 5% reimbursement for any future events, but it is not possible to change that loss for the July 2017 storm. Stuart Richards said that Norwich Affordable Housing, Inc. is exploring a possible affordable housing project, but it is not a sure thing. Richards urged the SB to limit town budget expenses to prevent people from having to leave Norwich because they cannot afford to live here. Gina des Cognets encouraged the SB to consider holding meetings at different times, to make it easier for people to attend.
5. Sign Accounts Payable/Warrants (Discussion/Action Item). Layton **moved** (2<sup>nd</sup> Langhus) to approve check warrant report #18-24 for Fire Apparatus Fund in the amount of \$7,705.77; and for General Fund in the amount of \$322,422.60. After brief discussion, **motion passed (yes-Cook, Langhus, Layton, Pepper; abstain- Brochu).**
6. Town Plan Update (Discussion/Action Item). Pepper acknowledged Cook's and Brochu's work on the Town Plan (TP) and said the deadline for the SB to approve the TP is July 13, 2018. SB members discussed what timeline they should follow to achieve the July 13 deadline and agreed to hold the next public hearing on June 10, 2018 and the final hearing on June 28, 2018. SB members agreed to accept a TP tonight for discussion at the June 10 hearing. Marcia Calloway said that she has conducted research into the TP process requirements and asked the SB to include in their hearing public notice an explanation of what changes have been made to the draft TP. Stuart Richards asked that the SB send out the survey they had discussed at other meetings. Pepper said that the SB will send out the survey. Christopher Ashley said that he supports mixed use housing, and knows that other people do, as well. Jack Cushman said that he especially appreciates the way Norwich Selectboard Minutes – 5/23/2018 Mtg

sustainable development is addressed in the TP. Langhus **moved** (2<sup>nd</sup> Brochu) to follow Option #1 in the Town Manager's document "Overview of Town Plan Adoption Process – DRAFT" with the second public hearing on June 10, 2018 and the third and final public hearing on June 28, 2018. **Motion passed unanimously.** After some further discussion about what version of the TP to present to the public for discussion at the next public hearing, Langhus **moved** (2<sup>nd</sup> Brochu) to accept the Brochu-Cook proposed version of the Town Plan as the version for consideration for the second public hearing on June 10, 2018. **Motion passed unanimously.**

7. Inter-committee Communication & Proposed Selectboard Policy (Discussion/Action Item). Layton said she does not support this version of the policy because she doesn't agree with requiring quarterly reporting. Brochu said she wants simple one-page quarterly reports submitted to the SB, and would not require committees/commissions to send someone to report to the SB in person. Langhus and Pepper both expressed support for this approach. Cook **moved** (2<sup>nd</sup> Langhus) to adopt the Policy Governing Reporting of Committees, Commissions, Task Forces, or Other Groups/Individuals Appointed by the Selectboard, as presented. **Motion passed 4 to 1 (no-Layton).**

8. Conflict of Interest Policy (Discussion/Action Item). Langhus said he generated the draft policy before the SB tonight by comparing the model VLCT policy with Norwich's existing policy, making some changes, and consulting with Cook. Layton asked about some added language about recusal that she is not comfortable with. The SB discussed whether a recused SB member needs to leave the room during debate from which the member has recused her/himself. Brochu said the VLCT model definition of conflicts is helpful and would like it included in the Norwich policy. Brochu **moved** (2<sup>nd</sup> Layton) to adopt the Langhus version of the Conflict of Interest Policy, with changes noted in discussion, which were to strike the phrase noted by Layton and substitute the definitions with those provided by VLCT. **Motion failed 4 to 1 (yes-Brochu).** Layton **moved** to adopt the Langhus version of the Town of Norwich Conflict of Interest Policy, removing the Article 6, part 2: "though such member may still participate as a member of the public or private party, if applicable." **Motion passed unanimously.**

9. Town Manager Report (Discussion Item). Durfee said that several serious issues have arisen lately, which demanded his time and did not allow him to produce a written report. He said that roadwork repair (from July 2017 storm) continues, and bids are going out soon to repair Beaver Meadow Road. As his office is receiving updated information, it is being shared with the public via listserv updates. Interviews for the Planning Director have wrapped up and Durfee hopes to make a decision soon. The Town is attempting to get restitution from the person who damaged a guardrail, and the DPW will apply for a road improvement grant for other work. The Town will go out to bid soon for the annual sand supply. Bridge 43 over Elm Street and the bridge on Rte. 132 will be worked on soon. The DPW garage slab has been poured, siding is on, and stormwater is being dealt with. Layton asked about when the Town would need to borrow funds to pay for storm road repair. Durfee said we are at that point now, and the Town is shopping loans.

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

- Town Manager Evaluation
- Church St. Safe Routes to School
- Town Plan Discussion
- April Financial Reports
- Energy Committee
- Finance Committee

At 10:10 pm, Cook **moved** (2<sup>nd</sup> Langhus) to adjourn. **Motion passed unanimously.**

Meeting adjourned at 10:10 pm.

By Miranda Bergmeier

Approved by the Selectboard on June 13, 2018

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John Pepper  
Selectboard Chair

Next Meetings – June 13, 2018 – Meeting at 6:30 PM

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