

Minutes of the Special Selectboard Meeting of
Wednesday, May 5, 2021 at 6:30 pm

This meeting was conducted via teleconference using ZOOM, in order to maintain appropriate physical distance under COVID-19 precautions. Members present: Roger Arnold, Chair; Mary Layton, Vice Chair; Marcia Calloway; Robert Gere; Herb Durfee, Town Manager; Miranda Bergmeier, Assistant to the Town Manager. Claudette Brochu was absent until 8:07 pm, when she joined the meeting.

There were about 7 people in the audience.

Also participating: Deborah Hannam.

1. Approval of Agenda. Layton **moved** (2nd Gere) to approve the agenda. Friendly amendment by Arnold (2nd Calloway) to add to the agenda discussion about setting next meeting's agenda. **Motion approved (4 yes – Brochu absent).**

2. Public Comment. Deborah Hannam said she wants the SB to seriously consider public safety and the correct staffing level for the Norwich Police Department.

3. Capital Budget Work Plan. SB members discussed their ideas, approaches, and priorities for the capital budget. SB members discussed the roles of town department heads. SB members discussed the relative merits and drawbacks of saving for large town expenditures versus bonding. SB members discussed the existing ongoing efforts of the Article 36 Task Force and the Childcare Committee, police department strategy/future, and affordable housing.

Town Committee Work discussion. The Selectboard discussed the need for a committee handbook which includes topics such as • understanding of social media policy (with possible amendments), including use of Town's website and other designated websites; • Code of Ethics • yearly training in conflict of interest and OML policies • rules of procedure and conduct for committee meetings • training in agenda setting • understanding procedures or expectations for soliciting grants, proposing budget recommendations and projects • expectations for posting of agendas/minutes, scheduling remote and in-person meetings, and procedures for interacting with the Town Manager's office.

SB members agreed to address and discuss each of the points at future meetings.

4. 2021-22 Goals. SB members discussed possible goals for FY2022. Among the possibilities were: updating the personnel policies, standardizing the committee procedures, animal ordinance, and town website issues.

*Claudette Brochu joined meeting at 8:07 pm.

5. Reauthorization of the MOU for the Norwich Finance Committee with the Norwich School Board. Layton **moved** (2nd Gere) to table the decision to ratify the Memorandum of Understanding between the Norwich Selectboard and the Norwich School Board regarding the Norwich and Dresden Finance Committees, as included in the Selectboard meeting packet, until such time as we have a quorum of Finance Committee members. **Motion approved unanimously.**

6. Adjourn. Gere **moved** (2nd Calloway) to adjourn. **Motion approved unanimously.**

Meeting adjourned at 9:19 pm.

By Miranda Bergmeier

Approved by the Selectboard on May 26, 2021

Roger Arnold
Selectboard Chair

Next Meeting – May 12, 2021 – Meeting at 6:30

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