

Norwich Selectboard
Regular Meeting – March 22, 2023 – 6:30 p.m.
Participation: Hybrid

Physical Location: Tracy Hall meeting room and Zoom Webinar
ZOOM access information: <https://us06web.zoom.us/j/88354948799>
Meeting ID: 883 5494 8799

Via telephone: 646-931-3860 (Press *9 to raise hand; Press *6 to unmute after Chair’s recognition.

1. Welcome
2. Agenda Review Motion required.

Informational Items – This time will be used for important information for which there will be no immediate action and could be no public comment.

3. Auditors’ presentation
4. Town Manager Report
5. Finance Report
6. Receipt of Correspondence Policy

Action Items for motions – Introduction by the chair on items being decided, any related correspondence, public comment, SB discussion, SB action.

7. Rules of Conduct of Regular and Special Meetings of the Selectboard.....Motion possible.
8. Consent AgendaMotion required.
 - Approve draft meeting minutes from 03-08-2023.
 - Consider/Approve AP Warrant.
 - Consider/Approve Tax Refund Warrant.
 - Correspondence.
9. RFPs (3) for DPW re line striping, culverts, generator.....Motions required.
10. RFPs (2) for softball and baseball field reconstruction.....Motion possible.
11. Possible Article 10 revote actionMotion possible.
12. Extend TRORC contract ending 03/31/2023 for Zoning assistanceMotion required.

Discussion Items – No motions are anticipated on these critical issues which are being framed for future action. – Order of process: an introduction by the chair, any related correspondence, public comment, SB discussion.

13. Plans to implement auditors’ recommendations including review of VLCT Internal Financial Controls Checklist for Municipalities in preparation for Financial Policy Update.....Motions possible but unlikely.

Future Agenda Items.

<u>April 12, 2023</u>	<u>April 26, 2023</u>
Interim Town Manager contract	ARPA money
Town Manager Search	
Human Resources ¹	

Adjourn

More information re April 12, 2023 Item: Human Resources

First Part – Discussion of September 14, 2022 Motions

¹ See more information over.

- (1) “Lamperti moved, second by Gere, to direct Mary Layton, Vice Chair, to arrange meetings with Elected Officials, including the Listers, Treasurer, and Town Clerk, to get feedback on any concerns or recommendations for greater collaboration between elected officials and paid town staff. Motion passed unanimously.”

Mary Layton brief overview of meeting.

- (2) “Lamperti moved, second by Gere, to hire a consultant for the purposes of collaborative team building between paid town staff and elected officials no later than March 2023, the deadline of which is reflective and dependent on current availability for this type of work. Motion approved unanimously.”

Review of actionMotions possible for support or rescission.

Second Part – Development of Plans for

- (1) Human Resource assistance and structure
- (2) Review of Job Descriptions
- (3) Personnel Policy updatesMotions possible.