

Norwich Selectboard
Special Organizational Meeting – March 6, 2024 – 6:30 p.m.

Participation: Hybrid In Person & ZOOM & JAM

ZOOM access information: <https://us02web.zoom.us/j/89116638939> Meeting ID: 891 1663 8939
US Toll-free: 888-475-4499 (Press *9 to raise hand; Press *6 to unmute after recognized by Chair)

Organizational Meeting – To elect Chair and Vice Chair, and to conduct other organizational business.

1. Election of Chair.....Motion(s) anticipated.
2. Election of Vice ChairMotion(s) anticipated.
3. Agenda Review.....Motion(s) required.
4. Selection of Official Town NewspaperMotion(s) anticipated.
5. Set Selectboard Regular Meeting Schedule, Time, Participation.....Motion(s) required.
6. Authorize Chair and/or Vice Chair to Sign Payroll Warrants.....Motion(s) anticipated.
7. Authorize Chair and/or Vice Chair to Sign AP Warrants Off-Cycle.....Motion(s) anticipated.
8. Adopt Procedure for Receipt of CorrespondenceMotion(s) anticipated.
9. Adopt Rules of ProcedureMotion(s) anticipated.
10. Other Organizational Business, if anyMotion(s) possible.
11. Town Meeting ResultsMotion(s) possible.

Public Comments for Items not on the Agenda.

Future Meeting Dates and Potential Topics

Day	Date	Meeting Type	Time & Content	Other Notes
Wednesday	3/13/2024	Regular: in Tracy Hall & Zoom & JAM	6:30 p.m. Selectboard	
Wednesday	3/27/2024	Regular: in Tracy Hall & Zoom & JAM	6:30 p.m. Selectboard business	

Adjournment

Ongoing and future work

- **Town Manager’s Office**
 - Personnel Policies – work in progress
 - H.R. structure, ID nature of assistance, scope/purpose – work in progress
 - Compensation Study – in progress
 - Tracy Hall Study – in progress
 - Energy Study – expected imminently
 - On-going hiring and interviews for open positions
 - Budget preparation for FY 25 – complete
 - Town Report – copy complete for publication
 - Personnel Policies
- **Selectboard**
 - Selectboard and Town Manager development of Goals & Objectives
 - Handbook for Committees, Boards, Commissions – in progress
 - Committees: coordination with overall town priorities – beginning soon
 - Financial Policies & Procedures – on-going reviews.