

# NORWICH PLANNING COMMISSION

Tuesday, June 13, 2023, 6:30pm

## MINUTES

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Members Present: Ernie Ciccotelli, Vince Crow, Jeff Goodrich, Stuart Richards, Jaan Laaspere

Public: Cheryl Lindberg

Meeting Opened: 6:35 pm

1. Interim Officers: Ciccotelli moved, seconded by Richards, to have Goodrich act as the interim chair and Crow to take notes up the point of the Organizational Meeting. Motion carried 5-0

2. Approve Agenda: Ciccotelli moved, seconded by Laaspere, to approve Agenda. Motion carried 5-0.

3. Public Comment:

Cheryl Lindberg stated that the current Land Use Regulations are unclear, specifically regarding boundary line adjustments. There isn't a measure in place to update open permits.

Goodrich recommended that the suggestions be submitted in writing and set this topic as a future agenda item.

4. Organizational meeting:

A) Election of Chair, Vice Chair and Secretary

Richards moved, seconded by Ciccotelli, to elect Laaspere as the Chair of the PC.

Motion passed 5-0

Richards moved, seconded by Ciccotelli, to elect Goodrich as the Vice Chair of the PC.

Motion passed 5-0

Goodrich moved, seconded by Ciccotelli, to elect Crow as the Secretary.

Motion passed 5-0

B) Bylaws

Goodrich recommended that every member should read the bylaws and set a discussion as a Future agenda item

C) Roberts Rules and Points of Order

Laaspere stated that he will run the meeting in accordance with Roberts Rules of Order and that will be for every future meeting until the next organizational meeting.

Goodrich recommended modifying the PC bylaws by connecting them to Roberts Rules and other considerations.

He stated that the Chair should recognize raised hands, but PC members can note Point of Order to stay on topic according to Robert's Rules.

Laaspere stated that the Chair is responsible for the meeting to run smoothly. He will act as facilitator first and a content provider second.

D) Engaging one another and the public with respect

Goodrich stated that members of the PC should focus on having respectful interactions with one another, the public, and the Select Board

E) Remote Connectivity for meetings

Laaspere proposed the idea of a hybrid meeting, which would take place at a physical location and allow PC members and citizens to attend the meeting remotely.

Laaspere will research options and discuss with other groups who run hybrid meetings.

Crow volunteered to run the technical side at Tracy Hall if needed.

The group had consensus that a hybrid meeting style would be preferable, but if it is creating a hinderance to the meeting, other options should be investigated.

F) Open Meeting Law

Goodrich expressed concerns that the PC has not followed Open Meeting Law in the recent past. He stated anytime a quorum is met, the public should be notified ahead of time and minutes should be posted in a timely manner and that this applies to subcommittees as well.

Richards stated that these rules are not hard to follow and not following could result in another town lawsuit.

Laaspere stated that the PC should take the lead and exceed Open Meeting Law requirements. He will meet with Marcia Calloway to draft rules for adhering to the Open Meeting Laws, to be discussed at a further meeting.

5. Priorities:

Goodrich recommended a special meeting in 2 weeks to discuss item 5 due to time constraints, which was supported by consensus

6. Announcements: No announcements

7. Approve Minutes of 5/09/23: The Minutes of the 5/9/23 meeting will be reviewed at a future meeting.

8. Other Business: No other business

9. Future Meeting Schedule and Agendas: Next meeting 6/27/23 via Zoom

10. Public Comment: No public comment

11. Adjourned at 8:40pm

APPROVED 06-27-2023