

Town of Norwich
Minutes for the Selectboard Meeting
Wednesday, September 23, 2026

Active Participants at Tracy Hall: Kimo Griggs (SB Chair), Brendan Classon (SB Vice Chair), Matt Swett (SB member), Mary Layton (SB member), Rob Gere (SB member), Brennan Duffy (Town Manager), Bob Fiskien, Matthew Romei (Chief of Police), Pam Smith (Lister), Mary Hutchens, Tracey Thaler, Richard Wright, Chet Clem, Anna Alford, Anda Adams, Bob Pape, and Lily Trajman (Town Clerk).

Active Participants on Zoom: Lily Trajman (Town Clerk), Jaan Laaspere (Planning Commission Chair), Molly Riordan, Nan Carroll, Linda Gray, Kris Clement, and Andy Scherer.

Key: *Motions noted in italics.*
Public comment noted in [blue](#).

The meeting was called to order by Chair Griggs at 6:32pm.

YouTube Timestamp: 01:07:21

1. Agenda

Timestamp: 01:08:46

Swett suggested to alter the item agenda order, which was then implemented.

Layton moved to approve the agenda as amended.

- Gere 2nd
- *Vote: Unanimous*

2. Chair's Report

Timestamp: 01:10:18

Chair Griggs provided a summary of occurrences that happened since the last meeting, which included requests for public records, examining culvert work, visiting the ball fields, and other Town related interactions. Swett additionally shared thoughts on his experiences over the last two weeks.

3. Public Comments for Items not on the Agenda

Timestamp: 01:13:42

[Pam Smith sought clarification regarding dates to the upcoming Special Meetings.](#)

The Town Clerk, Lily Trajman, shared that the Secretary of State's office will be sending ballots to all registered voters in the Town and across Vermont on or around October 1st, 2026. Other related information was shared as well.

4. Approve Minutes – September 9, 2026 Special and Regular Meetings

Timestamp: 01:16:14

Swett moved to approve the Minutes of the September 9, 2026 Special Meeting as presented.

- Layton 2nd
- Vote: Unanimous

Swett moved to approve the September 9, 2026 Regular Selectboard meeting as presented.

- Layton 2nd
- Vote: Unanimous

5. Trails Committee Proposal for Gile Mountain Trail Parking Lot

Timestamp: 0:17:36

[Bob Fiske provided further details on the parking lot proposal.](#)

The Town Manager, Brennan Duffy, distributed thoughts on the current ability of the DPW in relation to the trail parking lot, while also suggesting a discussion with the Town foreman.

Layton moved to table the item #5 Trails Committee Proposal for Gile Mountain Parking Lot to a date certain October 14th, and that the Town Manager will conduct research to better inform a decision at that point.

- Swett 2nd
- Vote: Unanimous

6. Hurricane Riders Snowmobile Club Gift Approval

Timestamp: 01:33:48

Town Manager, Brennan Duffy, offered details regarding the Town Gift Policy, while Swett presented further comments concerning the property owner, Tracey Thaler, and the three road options provided for consideration.

[Snowmobile Club members, Mary Hutchens and Richard Wright, delivered additional explanations for the item at hand, while Tracey Thaler expressed concerns. Chet Clem then offered support for the Club with suggestions as well.](#)

The Selectboard discussed permitting details and timelines, propelling a motion language revision with Layton and Swett withdrawing their initial motion and seconding.

Swett moved to accept the gift and installation of the Illsley Road Bridge proposed by the Hurricane Riders Snowmobile Club in the September 9, 2026 Selectboard Packet and obligate the Selectboard to find a road solution for the affected homeowner.

- Layton 2nd
- Vote: Unanimous

7. Walkability and Speeding Public Discussion Scheduling

Timestamp: 01:57:20

Layton moved to authorize the Town Manager to organize and schedule a public forum to discuss concerns related to Walkability and Speeding in the Town, the forum to include Town employees, State and/or Federal experts, consultants and the public, and scheduled as soon as possible, at such a time that the greatest public engagement can be expected. Gere seconded.

[Anna Alford offered perspective and suggestions that included installing speed bumps and roundabouts.](#) Jaan Laaspere, Planning Commission Chair, was then able to deliver details on the Village Plan process and how it will act as a forum for traffic priorities.

[Molly Riordan referred to a related letter that they sent to the Selectboard and the listserv, while positing their excitement toward the work that is being done to address walkability and speeding in the Town.](#) Following more information provided by the Planning Commission Chair, Layton recommended that the item should be moved to a Planning Commission agenda item.

[Anda Adams and Bob Pape provided details of their experiences with speeding vehicles and the speedometer location in the Town.](#) This lead to Layton withdrawing their initial motion, while Chief of Police, Matthew Romei, shared thoughts on interrelated data. Chair Griggs then made another motion that was seconded by Gere, who had previously seconded the initial motion.

[Nan Carroll expressed concern regarding the accuracy of Town data, followed by Linda Gray offering an online suggestion pertaining to receiving and consolidating public information and storytelling, with Kris Clement providing related comments.](#)

Griggs moved to authorize the Town Manager to organize and schedule a public forum to discuss concerns related to Walkability and Speeding in the Town, the forum to include Town employees, State and/or Federal experts, consultants and the

public, and scheduled as soon as possible, at such a time that the greatest public engagement can be expected.

- Gere 2nd
- Vote – Classon (yes), Layton (no), Gere (yes), Swett (yes), Griggs (yes): Passed.

8. Listers Errors & Omissions Request(s)

Timestamp: 02:49:17

Pam Smith, Lister, offered insight on the item for the Selectboard members, while the Town Manager, Brennan Duffy, posited related questions for clarification.

Layton moved to approve the revision to the entries to the 2026 Grand List as presented by the Listers, including revisions to the assessments for Parcel 09-050.000, Parcel 11-067.000, Parcel 11-067.300 and Parcel 15-007.100.

- Classon 2nd
- Vote: Unanimous

9. Informational Hearing Date

Timestamp: 03:05:12

The Town Clerk, Lily Trajman, offered clarification on the date change request.

Gere moved to authorize the scheduling of the 2027 Town Meeting Informational Hearing to February 7th at 2pm.

- Classon 2nd
- Vote: Unanimous

10. Public Records Act Policy Draft

Timestamp: 03:14:44

Classon sought suggestions for the draft, allowing for the Town Manager, Brennan Duffy, to reply with insightful directions. The Town Clerk, Lily Trajman, offered supplementary information per request from the Selectboard.

11. Settlement of Norwich Public Library Personal Injury Claim

Timestamp: 03:46:16

Layton moved that the Selectboard approve the Settlement of a claim by Dana Head for injuries arising out of or related to an accident involving the closing of a bathroom door at the Norwich Public Library on or about November 22, 2024. The Settlement is for \$10,000.00. VLCT-PACIF will fund the settlement less a \$1,000.00 deductible. The Selectboard Chair shall be authorized to sign the Settlement Agreement and any related materials.

- Swett 2nd

- *Vote: Unanimous*

12. TM Recommendation for Road Line Striping

Timestamp: 03:48:20

Swett offered a question pertaining to stop lines, which was answered by the Town Manager, Brennan Duffy. Chair Griggs then posited another question for the Town Manager regarding the proposed fixed price.

Andy Scherer offered thoughtful comments and suggestions related to traffic calming possibilities.

Swett moved to accept Frank's Line Striping estimate #1076 for Roadway Line Striping work as recommended by the Town Manager for an amount not to exceed \$32,000.00, with the amount above the \$20,000 Pavement Markings budget to be taken from Roadway Safety Fund #55.

- *Layton 2nd*
- *Vote: Unanimous*

13. TM Recommendation for New Tracy Hall Generator

Timestamp: 03:57:12

The Town Manager, Brennan Duffy, addressed questions of explanation relating to bids for project proposals, stemming from the RFP process. Classon and Griggs then stated a concerned need for more background information.

Linda Gray provided thoughts on fossil fuel equipment purchasing and replacing generators with batteries. Kris Clement seconded the statement made by Linda. This lead to further discussion by the Selectboard and the Town Manager, which lead to Layton and Swett rescinding their initial motion and second, with the item then being tabled for the October 14th meeting. The vote to table was unanimous.

14. TM Recommendation: 2026-27 Snowplowing Assistance

Timestamp: 04:25:37

Layton moved to approve the expenditure of an amount not to exceed \$80,000.00 from the DPW Operational Budget to award Chase Site Services the contract for Snowplow Assistance from November 16, 2026 through April 9, 2027.

- *Swett 2nd*
- *Vote: Unanimous*

15. Town Manager Report

Timestamp: 04:34:17

The Town Manager, Brennan Duffy, offered an overarching report of current occurrences within the Town, which included a follow-up discussion on the residential property groundwater issue.

16. Department Reports

Timestamp: 04:53:30

Chair Griggs reported that the baseball and softball fields had been recovered.

17. AP Warrants

Timestamp: 04:55:22

Layton moved to approve AP Warrant #1525 in the amount of \$7,614,760.49 to be paid from the General Fund; AP Warrant #1526 in the amount of \$51,000 to be paid from the Affordable Housing Fund #23, AP Warrant #1527 in the amount of \$24,656.90 to be paid from the Fire Equipment Fund #26, and AP Warrant #1528 in the amount of \$22,538.00 to be paid from the Culvert Fund #54.

- Swett 2nd
- Vote: Unanimous

18. Receipt of Correspondence

Timestamp: 04:57:05

[Kris Clement provided comments pertaining to FEMA and the Town.](#)

Layton moved to receive all correspondence.

- Gere 2nd
- Vote: Unanimous

19. Discussion of October 14, 2026 Selectboard Agenda

Timestamp: 05:01:18

The Town Manager, Brennan Duffy, advocated for better managing of agendas in the future. An agenda item draft list for the next meeting was then discussed.

20. Adjournment

Timestamp: 05:10:00

Layton moved to adjourn the meeting.

- Gere 2nd
- Vote: Unanimous

Meeting adjourned at 10:34pm.

Minutes taken by Steve Schlauch.