Town of Norwich
Minutes for the Selectboard Meeting
Wednesday September 9, 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), Robert Fisken, Priscilla Vincent, Matthew Romei (Chief of Police), Steven True (Planning Director and Zoning Administrator), Pam Smith (Lister), Carol Loveland, Ian Sun, Mary Hutchens, Tracey Thaler, Rafe Steinhauer, Theodore Jabbs, Lauren Morando-Rhim, Kate White, Michael Costa, and Chet Clem.

Active Participants on Zoom: Brennan Duffy (Town Manager), Steven True (Planning Director and Zoning Administrator), Jaan Laaspere (Planning Commission Chair), and Brie Swenson (Recreation Director).

Key: *Motions noted in italics*.
Public comment noted in blue.

The meeting was called to order by Chair Griggs at 6:31pm.

YouTube Timestamp: 01:09:00

1. **Agenda**
   Timestamp: 01:10:15

   Chair Griggs offered explanation for minor changes to the proposed agenda.

   Classon moved to approve the agenda as amended by the Chair.
   - *Gere 2nd*
   - *Vote: Unanimous*

2. **Chair's Report**
   Timestamp: 01:12:47

   Chair Griggs provided a summary of occurrences that happened since the last meeting, which included responding to a public records request, examining needs for the Triangle Garden, installation of culverts, meeting with citizens regarding their concerns, and participation in the community softball event on Labor Day.

3. **Public Comments for Items not on the Agenda**
   Timestamp: 01:13:56

   Robert Fisken, with the Norwich Trails Committee, presented a proposal to significantly improve the Gile Mountain parking lot. Priscilla Vincent offered thoughts on the balance between tasks being managed by the Selectboard and the Town Manager.

Chief of Police Romei provided information on an open house happening September 21st. Swett further highlighted the Guiding Principles language and how it pertains to not only the Selectboard but to the Town in general, while additionally offering concerned thoughts on specific signs that were placed in Huntley Meadow.

4. **Approve Minutes – July 8, 2026 Regular Meeting, August 12, 2026 Regular Meeting, and August 26, 2026 Special and Regular Meetings**
   Timestamp: 01:24:16

   Cheryl Lindberg posited a list of specific concerns regarding the July 8th Minutes revision.

   Layton moved to approve the minutes of the July 8th, 2026 Regular Meeting.
   - *Classon 2nd*
   - *Vote: Unanimous*

   The initial move and second by Classon and Swett were rescinded following a clarifying comment provided by Cheryl Lindberg.

   Classon moved to accept the minutes of August 12, 2026 Regular Meeting as amended to include amending Town Treasurer Lindberg's suggestion for replacing the bulletin board at Tracy Hall to the exterior, and how Cheryl Lindberg identified herself as not Treasurer.
   - *Swett 2nd*
   - *Vote: Unanimous*

   Swett moved to approve the minutes for the August 26, 2026 Special and Regular Meetings as presented.
   - *Layton 2nd*
   - *Vote: Unanimous*

5. **Appointments to Committees**
   Timestamp: 01:42:53

   The item was proposed to be moved to an October agenda due to the absence of the committee applicant.

6. **Eagle Scout Sign Gift: Lewiston Historical Marker**
   Timestamp: 01:44:41

Ian Sun, a junior at Hanover High School, is currently pursuing the rank of Eagle Scout in Vermont and delivered details on his Eagle Scout project entailing the construction of a historical monument commemorating the former town of Lewiston, Vermont.

Swett moved to accept the gift and installation of an historical marker at Foley Park from Ian Sun as described in their proposal to the Town Manager dated 31 August 2026.

- *Gere 2nd*
- *Vote: Unanimous*

7. **Sweetland Farm License Agreement**
Timestamp: 01:47:32

Town Manager Duffy provided details on the memo that was received pertaining to the license agreement, while also addressing questions from Selectboard members.

Pam Smith, as resident and Lister, suggested tabling the item until Sweetland Farms representatives provided answers to questions from the Selectboard, leading to further discussion amongst the Selectboard members and Town Manager Duffy.

Cheryl Lindberg asked if there is an expense to the Town for the license agreement, or if the legal expense to create such a license agreement is borne by the individuals asking for the agreement. Town Manager Duffy was able to share that the current legal expense is being borne by the Town.

Kate White provided further insight regarding the approval process by mentioning a previous permit that was issued.

Layton moved to authorize the Town Manager to execute a License Agreement between the Town and Norah S. Lake and Christopher M. Polashenski to install, repair, maintain and replace a four-inch underground conduit for electrical lines and appurtenances thereto to be installed beneath Vermont Route 132.

- *Gere 2nd*
- *Vote: Unanimous*

8. **Norwich Women's Club/Triangle Garden Request**
Timestamp: 02:07:11

Carol Loveland, volunteer for the Women's Club and Triangle Garden, delivered questions of clarification to Town Manager Duffy pertaining to a specific bid and estimations provided.

9. **Hurricane Riders Snowmobile Club Request for Illsley Road Bridge**
   Timestamp: 02:17:32

   Mary Hutchens, Secretary and Treasurer of the Hurricane Riders, and other members, offered a proposal for a sturdier, repaired Illsley Road Bridge, which requires permission from the Selectboard.

   Based on the Town Gift Policy, Town Manager Duffy provided proper direction for an agenda item with a motion to approve the gift during the September 23rd Selectboard meeting.

   Tracey Thaler, the landowner adjacent to the Illsley Road Bridge, shared concerns and details regarding the cost of resurfacing and plowing the bridge area, while also seeking a compromise with the Snowmobile Club, which propelled an in-depth conversation for future steps to be taken.

10. **Main Street Excess Water Issue**
    Timestamp: 02:40:00

    Rafe Steinhauer elaborated on an extreme excess water issue that has existed on his property. Details regarding previous actions that his family has taken for potential solutions were also provided. Theodore Jabbs, residing in an adjacent property, then posited a concerned comment on the public safety issue in connection to the current water issue.

    It was then agreed upon that following further discussion on the entirety of the water issue, the next phase would be added to a future agenda, which was expanded upon with questions from Town Manager Duffy.

    Lauren Morando-Rhim postulated thoughts addressing the septic and water systems of adjacent houses on Main Street, and potential issues that might arise in the future. Planning Director and Zoning Administrator, Steven True, was able to offer an overarching response to addressing such matters. Kate White, a civil engineer, dovetailed True's comments by discussing the current status of numerous septic systems throughout Norwich, and the related climate change effects. Jaan Laaspere, Planning Commission Chair, briefly sought clarification regarding the proposed sewage and groundwater plan.

11. **Huntley Field Ball Fields**
    Timestamp: 03:12:25

    Michael Costa, President of the Norwich Baseball Association, and coach, Chet Clem, expressed their concerns regarding the status of the Town baseball and softball fields, and how the Town intends to maintain upkeep and fields repairs.

Swett then countered with questions relating to limited contracting resources, enabling a discussion on the processes occurring in neighboring locations. Brie Swenson, the Recreation Director, provided additional insight into the current concern, as well as the related status of the softball field. A conversation then ensued involving the creation of a concrete plan of action for moving forward.

12. Village Master Plan Consultant Recommendation
Timestamp: 03:48:05

Jaan Laaspere, Planning Commission Chair, provided intricate details on the Village Master Plan project, and answered inquiries from Selectboard members.

Gere moved to authorize the Town Manager and Planning & Zoning Director to develop and execute a contract with Dubois & King to provide the deliverables described in the document provided by Steven True, Director of Planning & Zoning, dated September 3, 2026 including Map(s) of the Village Area, Public, the design and facilitation of public engagement, a Narrative & Action Plan (the "Master Plan").
- *Layton 2nd*
- *Vote: Unanimous*

13. Listers Errors & Omissions Request(s)
Timestamp: 03:57:09

Cheryl Lindberg, Lister, provided information for the Selectboard members on the current use changes.

Layton moved to approve the revisions to the 2026 Grand List entries for parcel #10-063.000, parcel #04-042.000, parcel #09-050.000, and parcel #05-077.000
- *Classon 2nd*
- *Vote: Unanimous*

14. NPD Spending Request for Less Lethal Weaponry
Timestamp: 04:10:30

Pam Smith offered a suggestion of concern relating to the request approval.

Swett and Gere sought clarification and explanation from Chief of Police Romei regarding the request, enabling Romei to offer responses to specific questions based on previous experiences. Chair Griggs then shared his concern on the optics of the weapon under consideration.

Layton moved to approve the expenditure of an amount not to exceed $14,000.00 from Police Special Equipment Fund #21 to purchase 40mm Less-Lethal Launchers.

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

15. AP Warrants
Timestamp: 04:33:42

Layton moved to approve AP Warrant #1521 in the amount of $328.64 to be paid from the General Fund; AP Warrant #1522 in the amount of $48.00 to be paid from the General Fund, AP Warrant #1523 in the amount of $939,040.52 to be paid from the General Fund, AP Warrant #1524 in the amount of $741.00 to be paid from the Fire Equipment Fund #26.

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

16. Receipt of Correspondence
Timestamp: 04:35:37

Chair Griggs provided a complete list of all correspondence received since the previous meeting.

Layton moved to receive all correspondence.

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

17. Discussion of September 23, 2026 Selectboard Agenda
Timestamp: 04:40:21

A list for items to include within the next agenda was curated and agreed upon by the Selectboard members and Town Manager Duffy.

18. Adjournment
Timestamp: 04:45:22

Gere moved to adjourn the meeting.

- *Classon 2nd*
- *Vote: Unanimous*

Meeting adjourned at 10:07pm.

Minutes taken by Steve Schlauch.