Town of Norwich
Minutes for the Special Selectboard Meeting
Wednesday, October 7, 2026

Active Participants at Tracy Hall: Kimo Griggs (Selectboard Chair), Brendan Classon (Selectboard Vice Chair), Matt Swett (Selectboard Member), Mary Layton (Selectboard Member), Rob Gere (Selectboard Member), Brennan Duffy (Town Manager), and Priscilla Vincent.

Active Participants on Zoom: Pam Smith.

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

The meeting was called to order by Chair Griggs at 5:30pm.

YouTube Timestamp: 00:21:26

1. **Agenda**
   Timestamp: 00:22:31

   Classon moved (Layton 2nd) to approve the agenda as presented by the Chair.
   - *Vote: Unanimous*

2. **Public Comments for Items not on the Agenda**
   Timestamp: 00:23:16

   Priscilla Vincent thanked the Board while stating why she was in attendance, knowing that the Selectboard has taken the evaluation process seriously, with what's best for the Town being included in their collective considerations.

3. **Evaluation of Town Manager – Following discussion with Town Manager based on self-evaluation during September 30, 2026 Special Meeting, the Selectboard will meet to further discuss TM self-evaluation, to review and discuss member's individual evaluations and direct-report evaluations before assembling a response of the overall Selectboard. This response will then be shared and discussed with the Town Manager.**
   Timestamp: 00:27:39
   Proposed Executive Session: 00:30:46
   Public Statement: 03:27:00

   Layton moved (Swett 2nd) to state for the record that (1) the Selectboard is conducting the annual performance review of the Town Manager, an evaluation of the public officer and employee of the Town; (2) the review will include

consideration of the Town Manger's self-evaluation, input from direct reports and the individual evaluations completed by Selectboard members; and (3) for tonight's meeting, these matters will be discussed initially among Board members only, after which, at the Chair's direction, the Town Manager may be invited to join the Board's discussion to review its assessment with him.

- *Vote: Unanimous*

Layton (Gere 2nd) moved to enter executive session under 1 V.S.A. § 313(a)(3) to evaluate the Town Manager, a public officer and employee of the Town, as part of his annual performance review. Discussion will be limited to that matter, and no action will be taken in executive session. Discussion will initially be among Board members only, and the Town Manager may be invited to join the session at the direction of the Chair.

- *Vote: Unanimous*

The Selectboard entered executive session at 5:40pm.

Layton moved (Gere 2nd) to enter public session.

- *Vote: Unanimous*

The Selectboard entered public session at 8:37pm.

No action was taken in the executive session. Chair Griggs provided a prepared statement.

4. Adjournment
   Timestamp: 03:27:36

Gere (Swett 2nd) moved to adjourn the meeting.

- *Vote: Unanimous*

Meeting adjourned at 8:39pm.

Minutes taken by Steve Schlauch.