Town of Norwich
Minutes for the Special Selectboard Meeting
Monday, October 19, 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), Priscilla Vincent, Joan Rose, and Mike Rose.

Active Participants on Zoom: Jaan Laaspere (Planning Commission Chair).

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

The meeting was called to order by Chair Griggs at 5:32pm.

YouTube Timestamp: 00:00:00

1. **Agenda**
   Timestamp: 00:00:57

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

2. **Public Comments for Items not on the Agenda**
   Timestamp: 00:01:55

   Priscilla Vincent shared that she was dismayed and quite incensed to learn that apparently the Town Manager did not feel it necessary to provide a police presence for the CHaD race, which began in Hanover and crossed through Norwich. Priscilla continued to share that the citizens of the Town have been unheard in relation to the evaluation of the Town Manager. The Town Manager, Brennan Duffy, then attempted to respond to the police presence concern but was denied the opportunity with a suggestion for responding during another meeting or via another method of communication.

   Joan Rose shared that she had yet to experience the Town Manager as being part of the Norwich community. Jaan Laaspere, Planning Commission Chair, followed up the comment with a proposal for the Town Manager evaluation process to include a visible project management goal.

3. **Evaluation of Town Manager – Follow-up discussion of Town Manager evaluation following discussions based on TM self-evaluation during the September 30, 2026 Special Meeting and discussions of member's individual evaluations and direct-**

report evaluations during the October 7, 2026 Special Meeting. The goal is to better understand the full evaluation prior to assembling a public response and statement.
Timestamp: 00:08:30
Preliminary Public Discussion: 00:10:07
Proposed Executive Session: 00:19:35
Public Statement: 00:20:27

Layton moved (Swett 2nd) to state for the record, that:

(1) the Selectboard wishes to have a discussion of the Town Manager evaluation following discussions during Special Meetings on September 30 and October 7 2026; (2) the review will include consideration of the Town Manager'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.
- *Vote: Unanimous*

Priscilla Vincent asked for clarification pertaining to the public preliminary discussion that was included with the agenda item.

Layton moved (Gere 2nd) to enter executive session under 1 V.S.A. § 313(a)(3) to discuss the evaluation of 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. Layton's initial motion attempt was cut off by the public seeking elucidation on a specific agenda component.
- *Vote: Unanimous*

Following the completed motion but before the final vote, Mike Rose sought an explanation on performance and evaluation, propelling Layton to posit further details on the Town Manager performance evaluation process, in tandem with Classon and Swett providing insight into the evaluation and metric template being utilized.

The Selectboard entered executive session at 5:52pm.

Layton moved (Gere 2nd) to enter public session.
- *Vote: Unanimous*

The Selectboard entered public session at 7:56pm.

No action was taken in the executive session.

Chair Griggs offered a summary of the executive session, including a discussion on the Town Manager evaluation format methods and results, with a forthcoming public statement to possibly be read during the next regular meeting. Classon then reiterated elements of the evaluation process while also seeking patience from the public.

4. **Adjournment**
   Timestamp: 00:23:18

   Layton moved (Classon 2nd) to adjourn the meeting.
   - *Vote: Unanimous*

   Meeting adjourned at 7:59pm.

   Minutes taken by Steve Schlauch.

   Minutes approved on November 12, 2026

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   Kimo Griggs, Selectboard Chair