

Town of Norwich

Agenda for Selectboard Meeting May 27, 2020, 6:30 pm

Remote Meeting

ZOOM access information: For video connection: <https://us02web.zoom.us/j/89194527365>

For telephone connection: Meeting ID: 891 9452 7365 Telephone: 1(888)475-4499 or 1(877)853-5257

Agenda Item	Action	Packet Materials	Expected start & end time
1- Approval of the agenda	Chair: will be asked to add or remove agenda items	n/a	6:30 - 6:35 (5 minutes)
2- Public and Selectboard comment	Public invited to speak to any item not on the agenda: <ul style="list-style-type: none"><li>Norwich Community Car Parade to Celebrate the HHS class of 2020 Graduates</li></ul>	n/a	6:35 - 6:45 (to completion)
3- Consent Agenda	Accept correspondence, minutes, A/P warrants-motion required	Correspondence received (list attached at the end of agenda), minutes, A/P warrants	6:45 - 6:55 (10 minutes)
4. Woody/Adams tract proposal	Board to consider three separate motions related to Woody Adams tract (motions required)	CC materials	6:55-7:10 (15 minutes)
5-Selectboard Appointments	Appointment of candidates to the following positions: (prefaced with explanation by Chair re: Finance Committee) <ol style="list-style-type: none"><li>Finance Committee</li><li>Lister</li></ol>	Finance Committee Charge Applicant letters	7:10-7:30 (20 minutes)
6-Lister's letter re: extending the deadline for Grand List	Board to consider extending deadline for finalizing the Grand List (motion required)	Lister correspondence	7:30-7:45 (15 minutes)

Town of Norwich  
Agenda for Selectboard Meeting May 27, 2020, 6:30 pm (Continued)

7-April 2020 Revenue/Expense report	Discussion on current FY financial position	April report Follow-up from March report	7:45-8:00 (15 minutes)
8-FY21 budget in light of COVID-19 and state revenue deficits	Information sharing on possible considerations on FY21 budget	Correspondence b/w TM and Chair VLCT info sheet	8:00-8:15 (15 minutes)
9-BREAK			8:15-8:25 (10 minutes)
10-Town Manager report	Report from TM	NPD Rpt Hazard Mitigation Plan public meeting notice COVID-19 Contingency Plan Rpt No. 6 Rte 132 Box Culvert Memo	8:25-8:40 (15 minutes)
11-Symquest proposal for IT infrastructure improvements	Discussion on SymQuest report and next steps	E-mail excerpt b/w Chair, TM, and SymQuest	8:40-8:50 (10 minutes)
12-Department of Public Works (DPW) truck purchase	Board to discuss possible purchase of truck for DPW (motion required)	Supporting documents	8:50-9:05 (15 minutes)
13-Memorandum of Understanding (MOU) with Schoolboard r/t Norwich Finance Committee	Review MOU with possible motion	MOU draft	9:05-9:15 (10 minutes)
14-COVID-19 update	Discussion on any update(s) to Town response exclusive of financial	n/a	9:15-9:20 (5 minutes)
15- Set agenda for June 10, 2020	Board to set next agenda	n/a	9:20-9:25 (5 minutes)
16- Adjourn	Motion required	n/a	

**List of correspondence received on Thursday, May 21, 2020:**

- May 12, 2020 notice of retirement from the DRB, sent by Nancy Dean to the Selectboard.
- May 16, 2020 Listserve post regarding Planning Commission membership and appointments, by Stuart Richards.
- May 18, 2020 e-mail indicating the status of two state transportation projects this summer, by Rita Seto, TRORC.
- May 15, 2020 Act 250 notice to the Selectboard re: Willing Hands Enterprises proposal to construct a two-story, 30x90' post and beam timber barn with modified frame and no plumbing or heating, and an extension of the overhang on the main building, by Kim Lutchko, NRB Act 250.
- May 21, 2020 (2:50 pm) e-mail indicating interest in the vacant Lister position, by Doug Wilberding
- Draft Minutes – Selectboard May 13, 2020.
- Draft Minutes – Selectboard May 20, 2020, special meeting.
- A/P Warrants #20-23 for both General Fund and Citizen Assistance Designated Fund, dated 5/22/20.

**Possible June Items :** COVID-19 update; Energy Performance update; Tech upgrade report from SymQuest; Trails Committee discussion/website; Regional Energy Coordinator-rep report; Town Plan work;

**Parking Lot:** Union contract; Financial Procedures; cyber security policy; Fee schedule update  
Animal Ordinance; SB Goal setting; Browns Schoolhouse River Pedestrian Bridge (Select Contractor; Authorize TM to Obtain Loan Terms for Board Approval); Tax setting in light of extended filings for taxes and Homestead declaration; TM evaluation; Emerald Ash Borer town response; Green Fleet proposal