

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Wednesday, August 14, 2024

Meeting at: 1670 Naturita Street, Norwood CO 81423 at Norwood Town Hall and Zoom option.

CALL TO ORDER:

The regular meeting of the Town of Norwood Board of Trustees, San Miguel County, and State of Colorado was called to order by Mayor Candy Meehan at 7:00pm.

BOARD ATTENDANCE:

MAYOR - CANDY MEEHAN- PRESENT

MAYOR PRO TEM - SHAWN FALLON- PRESENT

TRUSTEE – NIVEN DRYBROUGH- PRESENT

TRUSTEE – MORGAN RUMMEL- ABSENT

TRUSTEE – MICHAEL GRADY- PRESENT

STAFF ATTENDANCE:

TOWN CLERK – AMANDA PIERCE- PRESENT

PUBLIC WORKS DIRECTOR – RANDY HARRIS- PRESENT, VIA ZOOM

DEPUTY TOWN CLERK – BECKY HANNIGAN- PRESENT

OTHER ATTENDANCE: Multiple community members via Zoom. Those in person are asked to sign in on the sign in sheet.

PUBLIC COMMENT:

None

SPECIAL DISTRICT AND STAKEHOLDER REPORTS:

Lisa Tanguay with Norwood Parks and Rec. stated the John Mansfield Memorial Kiosk is up for use. Davia will do an update in September's meeting about Music on the Mesa. NPRD is active with Music Theatre for teens including Naturita, Nucla, and Norwood, called the MQ Theatre CO. Check the Livery calendar for up-and-coming events.

CONSENT AGENDA:

July Financials

Austin Overholt Rental Lease

Ratification of Letter of Commitment for EcoAction Partner's Regional Climate Action Development Director

MOTION: Niven Drybrough made a motion to approve the consent agenda as given.

- a. Shawn Fallon seconded.
- b. All others approved. Motion Passed.

BOARD BUSINESS

A. Over the Mountain dba Lone Cone Saloon NEW Tavern Liquor License at 1580 Grand Ave. Norwood, CO 81423

MOTION: Shawn Fallon made a motion to approve the Tavern Liquor License for Over the Mountain dba Lone Cone Saloon at 1580 Grande Ave.

- a. Mike Grady seconded.
- b. All others approved. Motion Passed.

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D. Town Attorney Discussion

Discussion regarding looking into a different attorney, no decision was made at this time. There was a board consensus of limiting attorney time as much as possible.

MOTION: Shawn Fallon made a motion to add Becky and Amanda to have access to the lawyer when needed.

- a. Candy Meehan seconded.
- b. All others approved. Motion Passed

E. Scheduling Executive Session and/or Mediation with NWC and NSD

Board gives staff direction to reach out to Kathryn Fry, NWC, and NSD to set up a meeting in September for joint meeting to discuss

MOTION: Mike Grady made a motion to give staff directions to schedule a mediation meeting with all three boards.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

C. Options/Decisions for office surveillance/bug sweeping

Mayor Meehan stated she had reached out to Mountain Village Chief Technology Officer, Jim Sockup for possible cost and options. Staff voiced that they thought they were to find a third-party investigation company for this since it was their concern for returning. Mike Grafmyer asked where the NWC and NSD have files, and staff upstairs, those boards should be a part of this too. Board consensus that all three entities needed to be part of this conversation.

MOTION: Mike Grady made a motion to give staff directions to write a letter to CBI on the investigation of the office bugging and surveillance.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

B. Options/Decisions for Interim Town Manager.

Discussion of having Norwood Water Commission, Norwood Sanitation District, and Town of Norwood Trustees all involved in the hiring process.

MOTION: Niven Drybrough made a motion to give staff permission to schedule a co-joint meeting between the three boards and a possible executive session if needed to discuss temporary and permanent options for the Town Manager position as soon as possible.

- a. Shawn Fallon seconded.
- b. All others approved. Motion Passed.

F. Kattie Neesham Back Pay for cleaning services

MOTION: Shawn Fallon made a motion to approve Kattie Neesham 15 hours of back pay for cleaning services.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed

G. Additional Aflac Benefit Options for Staff

Amanda presented an option to the board to pay for a "no pre-approval" life insurance plan through Aflac. The cost is dependent on each employee's age and gender. The board gave staff direction to investigate full cost benefit and ask personnel if they are interested in this benefit then report back in September's meeting.

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STAFF REPORTS

- San Miguel Sheriff's Office Calls for Service, Sargent, Donnellon gave a detailed July report.
- Public Works Director, Randy Harris – written report.
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- Town Clerk, Amanda Pierce – written report
- Direction on what line-item number to be used for the mediation bill. The board asked that the budget be sent to them along with YTD financials as well. Will hold off on paying the August 8, 2024, bill until direction is given by the board.
- BRECC is coming and would like to have board members attend a leadership breakfast at Redvale community center Sept. 5th 8am to 9am and Community Kick Off event in Naturita on September 5th at 6:00pm.
- Amanda stated that she wanted to know which press statement to send out when asked (the one Katherine Fry did, or the one Candy updated). The board stated to just send them both.

Town Manager Email and Documents

MOTION: Candy Meehan made a motion to approve Amanda to have access to the Town Manager's emails and choose a drive to move documents to, for staff and IT.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed

Direction for Interpreter Services Contract.

MOTION: Niven Drybrough made a motion to give Amanda permission to give the Interpreter service to Mayra Castillo and to create a contract for services.

- a. Candy Meehan seconded.
- b. All others approved. Motion Passed
 - Colorado Trust direction needed, the Board direction was to leave \$250,000.00 in checking and send the rest to Colorado Trust.
 - IT mentioned that a possible corporate battery back up might be needed in the near future.

MAYOR AND TRUSTEE REPORTS AND ANNOUNCEMENTS:

Mayor Meehan – discussed the follow up mediations document from Kathryn Fry.

- Would like to get the board's consent to put together a letter for presentation via email regarding the solar impact to AG land. The board consented.
- See attached report
- Town board training suggested working with all the boards to form a working document.

Trustee Reports – Niven enjoyed his time at the Town Hall. Mike is glad the staff is back and likes the grants coming into the town.

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EXECUTIVE SESSION

Discussion of personnel matter under CRS Section 24-6-402-(4)(f) – for The Town Clerk, Amanda Pierce and Deputy Town Clerk, Becky Hannigan

MOTION: Candy Meehan made a motion to move into executive session for the Discussion of personnel matter under CRS Section 24-6-402-(4)(f) – for The Town Clerk, Amanda Pierce and Deputy Town Clerk, Becky Hannigan

- a. Shawn Fallon seconded.
- b. All others approved. Motion Passed

MOTION: Candy Meehan made a motion to exit the executive session under CRS Section 24-6-402-(4)(f) – for The Town Clerk, Amanda Pierce and Deputy Town Clerk, Becky Hannigan

- a. Shawn Fallon seconded.
- b. All others approved. Motion Passed

BOARD BUSINESS (CONT.)

MOTION: Candy Meehan made a motion to amend the board business to add a conversation about a bonus for Randy Harris.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed

Options/ Decisions for Responsibilities and wages/salaries of the Town Clerk, Amanda Pierce and Deputy Town Clerk, Becky Hannigan

MOTION: Candy Meehan made a motion to increase Amanda Pierce, Town Clerk salary to \$75,000.00 a year, and increase Becky Hannigan's pay to \$60,000.00 a year.

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed

MOTION: Candy Meehan made a motion to give Randy Harris a \$5000.00 bonus effective immediately.

- a. Mike Grady seconded.
- b. All others approved. Motion Passed

MOTION: Candy Meehan made a motion schedule for a special meeting for list of duties Wednesday August 21, 2024, at 7:00pm.

- a. Mike Grady seconded.
- b. All others approved. Motion Passed

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ADJOURN:

MOTION: Shawn Fallon made a motion to adjourn at 9:51pm

- a. Niven Drybrough seconded.
- b. All others approved. Motion Passed.

APPROVED

APPROVED AS CORRECTED

DATE APPROVED:

September 11, 2024


Minutes Taken by: Becky Hannigan, Deputy Town Clerk


Amanda Pierce, Town Clerk