

**Town of Norwood Board of Trustees
Wednesday, April 11, 2018
Regular Session 7:00 p.m.
Norwood Community Center**

Regular Meeting Call to Order:

The regular meeting of the Norwood Town Board of Trustees of the Town of Norwood, San Miguel County, and State of Colorado was called to order by Mayor Kieffer Parrino at 7:00 p.m. and those being present were as follows:

Present: Kieffer Parrino, Candy Meehan, Kerry Welch, Candace Kjome and Tanya Morlang

Absent:

Others: Patti Grafmyer, Town Administrator, Gretchen Wells, Town Clerk, Kristen Parrino, Brit Haynes, Lynn Haynes, Marion White, and Liza Tanguay.

Public Comment:

Approval/Review of Consent Agenda:

A **motion** was made by Candy Meehan to approve the minutes of March 14th, 2018 and the bills & accounts for April 2018. Kerry Welch seconded. ***Motion passed unanimously.***

Oath of Office for Newly Elected Mayor and Trustees Administrated by the Town Clerk: Town Clerk Gretchen Wells administered the oath of office, first to Mayor C. Kieffer Parrino and then to Trustee Candy Meehan and Trustee Kerry Welch.

Appointment of Town Administrator, Town Clerk and Town Attorney:

Candace Kjome made a **motion** to appoint Patti Grafmyer as the Town Administrator, Gretchen Wells as the Town Clerk and Herb McHarg as the Town Attorney. Tanya Morlang seconded and ***motion passed unanimously.***

Approval of Resolution #0411 Series 2018 for Adoption of Pre-Hazard Mitigation Plan:

Kerry Welch made a **motion** to approve resolution #0411 Series 2018 for the Adoption of a Pre-Hazard Mitigation Plan. Candy Meehan seconded and ***motion passed unanimously.***

Approval of Agreement Between the Town of Norwood and the Norwood Home Spun and Grown Farmer's Market:

A **motion** was made by Candy Meehan to approve the agreement between the Town of Norwood and the Norwood Home Spun and Grown Farmer's Market, contingent upon the Norwood Home Spun and Grown Farmer's Market providing proof of viable insurance to the Town Clerk within the next week. Candace Kjome seconded and ***motion passed unanimously.***

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Consideration of Approval for a Special Event Permit for Wide Sky Art Collective for a Special Event Permit on May 25th at the Livery Barn located at 1555 Summit St:

Town Clerk Gretchen Wells submitted a memo saying Wide Sky Art Collective of Norwood met all of the requirements for a SEP. A **motion** was made by Candace Kjome to approve the special event permit. Candy Meehan seconded and ***motion passed unanimously.***

May 6th through May 12th Proclaimed as Municipal Clerk's Week:

Administrator Grafmyer presented a proclamation that Trustee Meehan read aloud proclaiming May 6th through May 12th Municipal Clerk's Week. A **motion** was made by Candy Meehan proclaiming May 6th through May 12th Municipal Clerk's Week and Candace Kjome seconded. ***Motion passed unanimously.***

Administrator's Report: Administrator Grafmyer reported:

- The new library is having their ground breaking ceremony on Wednesday May 23rd at 3:00 p.m. Carrie Andrew would like a town official to speak. If Mayor Parrino can't make it, Mayor Pro-tem Meehan can.
- Clay Wadman would like to do a final outreach for raw water taps on Saturday, April 21st from 11 a.m. to 1:00 p.m. at the pocket park.
- There will be two providers for broadband who will have their conduit buried in the raw water trenches which will require the town to do a change order. Deeply Digital and Forethought are the providers.

Public Works Report – Public Works Director Tim Lippert: Lippert submitted a report, and it is attached.

Marshal's Report: Marshal Mike Wilkerson: Marshal Wilkerson's written report is attached.

Special Committee Reports / Announcements: Mayor Kieffer Parrino and Administrator Grafmyer went to a mayor's meeting in Montrose. Parrino reported it was a good meeting and most towns had the same issues Norwood had. Trustee Meehan went to a Norwood Community Coalition meeting and reported the meeting was productive and she met with the officials at the Fire Department to talk about classes for students on Fridays when there is no school. Trustee Kjome would like to see about getting electricity to the pocket park when they dig the trench for the raw water line. She asked staff to look into it.

Adjourn: A **motion** was made by Kerry Welch to adjourn the meeting at 8:00 p.m. and Candace Kjome seconded. ***Motion passed unanimously.***

APPROVED: ✓

APPROVED AS CORRECTED:

DATE:

5-19-18

Gretchen R Wells