

**Town of Norwood Board of Trustees
Regular Session 7:00 p.m. - Public Hearing
Wednesday, September 12, 2018
Norwood Community Center**

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 Kieffer Parrino at 7:00 p.m. and those being present were as follows:

Present: Kieffer Parrino, Candy Meehan, Kerry Welch, Candace Kjome, and Shawn Fallon.

Absent:

Others: Patti Grafmyer, Town Administrator, Gretchen Wells, Town Clerk, Cindy Chapin, Town Planner, Marshal Mike Wilkerson, Clay Wadman, Regan Tuttle, Lory Herndon, Kristen Parrino, Ron Gabbett, Creighton Wood, Emily Haight, Liza Tanguay, Mike Grafmyer and Finn Kjome.

Public Comment: Lory Herndon told the board she would like to organize a community-wide yard sale on October 6, 2018 at the Pocket Park to benefit youth sports in Norwood. The board gave their approval to use the park and gave suggestions for storing items beforehand.

Approval/review of Consent Agenda: Candace Kjome made a **motion** to approve the consent agenda. Kerry Welch seconded and ***motion passed unanimously.***

Public Hearing - Consideration of Conditional Use Permit for an Alley House on 1240 Cedar St: Planner Chapin submitted a memo, and it is attached. Clay Wadman and Jenny Russell would like to make an alley house in Norwood on Cedar Street. The owner possesses four adjoining lots already and no replat is necessary. Candy Meehan made a **motion** to approve Resolution 0912 Series 2018 approving a Conditional Use for an Alley House, Accessory on Lots 16, 17 and 18, Block 2, McKeever's Addition, according to the Correction Plat recorded on March 20, 1985 in Plat Book 1, Page 551 AND including a tract also known as the North 56 Feet of Lot 18 and the East 30 feet of the North 56 feet of Lot 17, Town of Norwood, County of San Miguel, State of Colorado. Kerry Welch seconded. ***Motion passed unanimously.***

Public Hearing – Norwood Zoning Map and Land Use Code Amendment: Planner Chapin gave a presentation and it is attached. Candy Meehan made a **motion** to approve Ordinance 0912 Series 2018 amending the Norwood Land Use Code at Section 5.08, "Lighting Standards" to assist the Town in attaining its designation as an International Dark Sky Association Dark Sky Community. Shawn Fallon seconded and ***motion passed unanimously.***

Special Event Permit Request from Lone Cone Legacy for Annual Harvest Dinner: Emily Haight, representing the Lone Cone Legacy Trust was in attendance requested a

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special permit to serve alcohol at the annual Harvest Dinner on October 13th. Kerry Welch made a **motion** to approve the request from Lone Cone Legacy Trust for a special event permit for the annual Harvest Dinner on October 13th. Candy Meehan seconded. *Motion passed unanimously.*

Official Appointment of Mayor Pro-tem: Kerry Welch made a **motion** to appoint Candy Meehan as the mayor pro-tem, allowing her to serve another two years in that role. Shawn Fallon seconded and *motion passed unanimously.*

Special Event Permit Request from Wide Sky Arts Collective: Liza Tanguay , representing Wide Sky Arts Collective informed the Board of Trustees that Wide Sky Arts Collective was asking to serve alcohol at an event hosted at the Livery on Saturday, September 22, 2018. The event is a fundraiser for the Livery. Candace Kjome made a **motion** to approve a special event permit for Wide Sky Arts Collective for a Livery fundraiser on September 22, 2018. Candy Meehan seconded. *Motion passed unanimously.*

Appointment of Two (2) Norwood Water Commission Members Representing the Town of Norwood: The Board of Trustees received three letters of intent for the two openings on the Norwood Water Commission. Finn Kjome, Michael Grafmyer and Clay Wadman all asked to be appointed. Ballots were passed out, and when they were counted, Finn Kjome had 5 votes, Michael Grafmyer had 3 votes and Clay Wadman had 2 votes.

Approval of Code of Conduct for Elected Officials: Administrator Grafmyer passed out a Code of Conduct for Elected Officials at the August meeting asking the Board to look it over and approve or disapprove at the September meeting. A **motion** was made by Kerry Welch to approve the Code of Conduct for Elected Officials that Grafmyer distributed last month. Candace Kjome seconded and *motion passed unanimously.*

Administrator's Report:

Administrator Grafmyer :

- reminded the board of the GOCO barbeque in Ouray on September 27th.
- passed out a booklet on affordable housing from CML.
- informed them of the email from John Dotson saying he was resigning from the P&Z Commission. A **motion** was made by Candace Kjome to accept the resignation of John Dotson from the P&Z Commission. Shawn Fallon seconded and *motion passed unanimously.*

Public Works Report – PW Director Tim Lippert:

Director Lippert was unable to come. Ron Gabbett, who is the project manager for the raw water project gave a report. He said the project is moving along smoothly and is now 77% complete. Gabbett has been helping the PW Department during inspections at the new library site. Concrete for the Lone Cone Library is to be poured Thursday morning , September 13th.

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Marshal's Report – Marshal Mike Wilkerson:

Marshal Wilkerson submitted a report and it is attached. He told the board he was still concerned about fire danger. Town officials agreed to move the fire restrictions from Stage 2 to Stage 1. Wilkerson wants to warn the public to be vigilant about fire regulations and to have a water source readily available to extinguish fires. A **motion** was made by Shawn Fallon to move the fire ban from a Stage 2 to a Stage 1. Candace Kjome seconded and ***motion passed unanimously.***

Letter of Resignation from Deputy Marshal:

Deputy Marshal Quentin Stump submitted a letter of resignation effective immediately. A **motion** was made by Candy Meehan to accept the letter of resignation and Shawn Fallon seconded. ***Motion passed unanimously.***

Special Committee Reports/Announcement:

Mayor Parrino reported on a meeting with Senator Gardner here at the Community Center. It was styled like a town hall meeting and he and Trustee Fallon, Patti Grafmyer and Gretchen Wells attended. It was a good meeting he said, and affordable housing was the main topic. Trustee Kjome would like to look into having each board member serve as mayor pro-tem for a certain amount of time. Pass it around from member to member. Town Attorney McHarg said he would look into it but we are a statutory town so it might not be feasible. Clerk Wells contacted the art teacher for the high school, Shannon Dean, and would like to have her class paint a mural of sunflowers on the west wall of the splash pad shed. The board approved.

Adjourn:

A **motion** was made by Kerry Welch to adjourn the meeting at 8:10 p.m. Candace Kjome seconded and ***motion passed unanimously.***

APPROVED: ✓

APPROVED AS CORRECTED:

DATE: 10-10-18

Gretchen R Wells