

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Wednesday October 9, 2024

Regular Meeting starting at: 7:00 p.m.

Meeting: Zoom only option.

CALL REGULAR MEETING TO ORDER:

The special 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 7:00 pm.

BOARD ATTENDANCE:

MAYOR - CANDY MEEHAN- PRESENT

MAYOR PRO TEM - SHAWN FALLON- PRESENT

TRUSTEE – NIVEN DRYBROUGH- ~~ABSENT~~ PRESENT

TRUSTEE – MICHAEL GRADY- PRESENT

STAFF ATTENDANCE:

TOWN CLERK – AMANDA PIERCE- PRESENT

PUBLIC WORKS DIRECTOR – RANDY HARRIS- PRESENT

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.

Mayor Meehan requested that an amendment to the agenda be allowed by moving B. Resolution supporting Norwood Public Schools 5B Bond Proposal and C. Resolution in Support of the West End Sustainability Plan and Goals of board business before A. and table H. Policy Presentation for Submission of Documentation for Municipality Board Meetings for November's meeting.

MOTION: Shawn Fallon made a motion to move B. and C. above A. and to table H. until the next meeting.

Niven Drybrough seconded.

All others approved. Motion Passed.

PUBLIC COMMENT:

Town citizen, Elisabeth Gann discussed the dogs off leash on Pine St. in Norwood numbering around 10 to 12, chasing and attacking her dogs and left scars on her face. The neighbor's dog attacked her on her thumb that is a month old that the sheriffs didn't address but they arrested Elisabeth's dog Luna and put her in doggie prison. Luna has been with since 2019 and Elisabeth was able to get Luna back on the 24th. She stated that on Pine street there are a lot of vicious dogs and she doesn't feel safe there without a fenced yard. Mayor Meehan suggested that Elisabeth talk to the Town Clerk to get on the agenda if she would like. Elisabeth stated that she has been sending videos to the Town Clerk and has been in the office to make complaints. She doesn't think it's fair for other dogs to run around and hurt her dogs or come into her yard while her dogs are leached up. She said she is concerned about the loose dogs running around town. Her dogs are tagged and leached when they are outside and would like to see other dogs in our town with tags and leashes.

Town citizen. Kerry Welch filed a complaint and wanted to read it in public comment. Code of Conduct 43 by Mayor Meehan with State Statute 314042 Aug. 22, and Sept. 11 meeting although the mayor has a conflict she continued to participate and voted on 8/22. At the September meeting the mayor said that legal stated it was ok to be in the room and participate. Please verify with the Town Attorney. Code of Conduct with staff the meetings are still in violation by the mayor such of questioning the process of the state statute for the recall, appointment of successor and questioning the Clerks ability of her to do her job.

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CONTINUATION OF PUBLIC COMMENT.

Former Town citizen, Kattie Neesham made a commitment on item K. Mayor Meehan called a point of order stating that item K was on the agenda and that Katie could speak to that when they get the item k. Kattie said that she felt she could speak about this in public comment and that she would like to. After consideration of Kattie's request Mayor Meehan ask Kattie to go ahead and make her comments. Kattie stated that in regard to the letters on CBI and District Attorney's office and comment that the Mayor Meehan is adamant about submitting to the minutes first as it stands that both letters are already part of the agenda packet, which is a public record already on the website. Kattie feels like this being on the agenda is inappropriate and it was included by Mayor Meehan political gain fitting the recall. Kattie wanted to remind the board and public that the CBI investigation was an investigation for a criminal matter. Speaking on behalf of the recall committee, she wanted to clarify our allegations of inappropriate use of government funds in CBI investigations and CBI investigation in criminal embezzlement are two different things. Law enforcement investigates criminal matters not civil matters. The recall committee allegations are civil matters not criminal matters. No one from the recall committee initiated the criminal investigation of Mayor Meehan, nor accused her of committing a criminal act. It's up to the Board of Trustees and or the voters of the Town or Norwood to make that determination. Kattie stated that, all this letter means that someone reported Mayor Meehan to law enforcement and that the law enforcement didn't have enough probable cause to prove that a criminal act had been committed. She does think the letters from CBI and the District Attorney office absolves her from any wrong doing. Katie stated that just because something isn't illegal doesn't make it right or ethical, therefore she doesn't believe that the town should reimburse the \$3743 dollars that Mayor Meehan paid for the attorney fees.

SPECIAL DISTRICT AND STAKEHOLDER REPORTS OR ANNOUNCEMENTS:

Liza Tanguay, with Norwood Parks and Rec. discussed the MQTC for Norwood, Nucla, and Naturita students club will do a music theatre. November 8th will be the concert. Working on the Indoor Pickleball will be at the school, Saturday night at the Livery is in place with different quest speakers. The climbing wall will open Oct. 24th. Check out the calendar for the events coming. Daiva discussed a collaboration with UMC and NPRD for Breast Cancer Awareness Month walk-a-thon in October.

Lelia Seraphin, Telluride Foundation would like to assist with the Senior Meals program by offering their services to the Norwood Town staff. Lelia will work with Amanda and Becky to get an agreement in place and bring it back to next month's meeting. Volunteers can reach out to Lelia if they like to help.

CONSENT AGENDA:

Minutes of September 11, 2024

Minutes of September 12, 2024

Minutes of September 19, 2024

September Financials

Lone Cone Legacy Trust, a fund of the Telluride Foundation, Special Event Liquor License 1555 Summit Street, Norwood, CO 8142. Presentation by Emily Haight from Lone Cone Legacy Trust for the Harvest Dinner and purpose of funds raised to grant funds to our community.

Proclamation of October as Domestic Violence Awareness Month, San Miguel Resource

Ratification of Blair and Associates Audit Scope and Objectives

MOTION: Shawn Fallon made a motion to approve the consent agenda.

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

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BOARD BUSINESS AGENDA

b. Resolution No.1009 Series: 2024 A RESOLUTION SUPPORTING NORWOOD PUBLIC SCHOOLS 5B BOND PROPOSAL

Amanda Pierce, after removing herself from the table and speaking as a bond committee member along with Ken Lukazkowski were there to answer questions from the board.

MOTION: Niven Drybrough a motion to approve the Resolution supporting Norwood Public Schools 3B Bond Proposal.

Shawn Fallon seconded.

All others approved. Motion Passed

The Board gave staff directions to write a letter of support for the bond as well.

c. Resolution No. 1010 Series: 2024 A RESOLUTION IN SUPPORT OF THE WEST END SUSTAINABILITY PLAN AND ITS GOALS, TO CREATE A UNIFIED VISION FOR THE FUTURE OF THE WEST END COMMUNITIES

MOTION: Mike Grady made a motion to approve Resolution No. 1010 Series: 2024 A Resolution in support of the West End Sustainability Plan and its goals to create a unified vision for the future of the West End communities.

Shawn Fallon seconded.

All others approved. Motion Passed.

a. Arts in the Park Program, Erin Ries, Chris Myers, and Bob Hoehn.

Erin, Chris and Bob did a presentation of the drawings, plans, and participation by both youth and adults for this project. They discussed the benefits to the community and that this is for the community. Discussion with staff of who carries the insurance, the location verses size and getting an MOU in place.

MOTION: Mike Grady made a motion to approve the Arts in the Park and give staff directions to the insurance, MOU, inspection and Location.

a. Shawn Fallon seconded.

b. All others approved. Motion Passed.

d. Morgan Rummel resignation as Trustee and declare vacancy

MOTION: Niven Drybrough made a motion to accept Rummel's resignation from the town board.

Shawn Fallon seconded.

All others approved. Motion Passed.

MOTION: Shawn Fallon made a motion to declare a vacancy for a town trustee.

Niven Drybrough seconded.

All others approved. Motion Passed.

Discussion of the board of trustees regarding how to fill the vacancy. Town Clerk Amanda Pierce explained the two processes to appoint or have in special election and asked that she can advertise the open seat more than with the successor of the Mayor seat for the special election.

MOTION: Mike Grady made a motion that we include a candidate in the special election in filling the board seat and gave staff directions to advertise for the board seat.

Niven Drybrough seconded.

All others approved. Motion Passed.

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CONTINUATION OF BOARD BUSINESS AGENDA:

e. New metal building for Public Works.

MOTION: Shawn Fallon made a motion to approve new building for Public Works and give staff direction to look into the procurement policy.

Niven Drybrough seconded.

All others approved. Motion Passed.

Fitting out for electrical as it is built and for the future and maybe investigate solar for the new building.

f. ASAP Payroll Quote

MOTION: Niven Drybrough made a motion to accept the ASAP quote.

Mike Grady seconded.

All others approved. Motion Passed.

g. Adding Zoom meeting download to the Town of Norwood's website

MOTION: Shawn Fallon made a motion to add Zoom meeting downloads to the Town of Norwood's website.

Niven Drybrough seconded.

All others approved. Motion Passed.

h. Policy Presentation for Submission of Documentation for Municipality Board Meetings

The board discussed this and stated there was a resolution in already in place. The board will review and revisit in November.

i. Policy Clarification on Attorney Communication

Board discussion in regard to the procedure the board would get clarification from the town Attorney of guidelines on the following. Board Reiteration: All communications between the Town Attorney and the Town Clerk / Administrative Director must include the Mayor as a recipient (cc'd), with the exception of CORA (Colorado Open Records Act) requests. If the communication pertains directly to the Mayor, the Mayor Pro Tem must be copied instead of the mayor to ensure proper oversight and transparency in the process. This policy is intended to maintain clarity, accountability, and effective communication within the board while respecting confidentiality where necessary.

MOTION: Niven Drybrough made a motion to table this discussion about our Attorney communications until December.

Shawn Fallon seconded.

All others approved. Motion Passed.

j. Direction / Approval of Katherine Fry starting the update of the Code of Conduct, Personnel Policy and create a Board Training tool/ manual.

MOTION: Shawn Fallon made a motion to staff directions to schedule a code of conduct work session.

Niven Drybrough seconded.

All others approved. Motion Passed.

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The board asked Katherine if she thought she was needed for the work session, she stated no it can be without Katherine. Amanda asked Katherine if we could get a quote that was discussed in the last meeting, for the personnel policy, code of conduct and board training. Discussed having a 4:00pm work session on November 13, 2024.

k. CBI Investigation Status

Mayor Meehan is requesting reimbursement for \$3743.00 to Mayor Meehan upon findings from the CBI letter. Discussion of why the money was paid and it was mentioned that in the meeting of the payment she wasn't asked to pay. Further discussion on payments processing and timeline, and auditors advise.

MOTION: Mike Grady made a motion to approve the request for reimbursement of \$3743 Mayor Meehan upon the findings of the CBI and the discussion we just had as a board.

Niven Drybrough I seconded.

Mayor Candy Meehan abstained from the vote

All others approved. Motion Passed.

Discussion and decision of a letter of withdrawal from the investigation request.

Board discussion with the staff about thoughts on withdrawing the request.

MOTION: Shawn Fallon made a motion to withdraw the investigation request with CBI.

Mike Grady seconded.

Three members approved. Mayor Meehan stated that she wasn't sure if she could vote, so she didn't, Motion Passed.

I. Reconsideration / Decision of Board Selection of DEO for Special Election held on 12.10.2024.

The board discussion with Amanda Pierce, Town Clerk the Designated Election Official and gave her full trust in her ability to do her job. No motion made.

m. Letter of recognition from Tami St. Germaine is in the supporting documents on the Town of Norwood's website so that satisfies the board. No further action is needed.

n. Discussion of First Amended and Restated Intergovernmental Agreement Between Town of Norwood and San Miguel County Sheriff for Peacekeeping.

The board discussed the possible increase and some of the items in the agreement and will review the IGA.

STAFF REPORTS:

- San Miguel Sheriff's Office Calls for Service, August written report, review no questions. Officer Donnellon spoke of the changes coming with the report to the board. Talked about the dog at large reports and an increase of the subsistence abuse in our town and what steps the SMSO is doing to assist.

Public Works Director, Randy Harris –

- working on streets, had 15 tons of patch mix and ordered more to fill holes.
 - Weed mitigation has been a priority.
 - Street Sweeper is in use and working on getting the streets ready for snow.
- Discussion of mapping out a plan to redo the Raw

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Town Clerk, Amanda Pierce –

- The Town of Norwood was the recipient of \$1000 from Long Cone Legacy Trust.
- Final steps to do the Pocket Park GOCO grant
- Applying for telluride foundation grant for the town park
- Letter of engagement with Blair and Associates. Patti has been coming in for Water and Sever reconciliations. Have sent documents for the audit and have reconciled up through 2024.
- Working with Randy on the budget, Salary review, needing more direction on positions hiring for.
- We need to get a budget work session scheduled and would you like to have it before the next regular meeting.
- Who would like the Harvest dinner tickets. Board discussion with Mike Grady gets them.

Public comment was asking if the board was going to recognize the nominations for Amanda Pierce, Small Town Clerk of the Year and Becky Hannigan, as Small-Town Rookie of the year.

The board stated that is what the executive session is about.

MAYOR AND TRUSTEE REPORTS AND ANNOUNCEMENTS

- Mayors Report – written report. Wanting to make sure that all got her CBI and the 7th Judicial letter.

MOTION: Mike Grady made a motion to go into executive session for discussion of personnel matter under CRS Section 24-6-402-(4)(f).

Niven Drybrough seconded.

All others approved. Motion Passed.

Executive Session

- a. Discussion of personnel matter under CRS Section 24-6-402-(4)(f)

Mayor Meehan, I hereby attest that this recording reflects the actual contents of the discussion at the executive session and has been made in lieu of any written minutes to satisfy the recording requirements of Open Meeting Law. I will direct the Town Clerk to retain the recording for a 90 day period.

The time is now 10:22pm and we conclude the executive session.”

Mayor Meehan the time is now 10:22pm and the executive session has been concluded. For the record if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.”

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ADJOURN:

MOTION: Shawn Fallon made a motion to adjourn at 10:23 pm

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

APPROVED

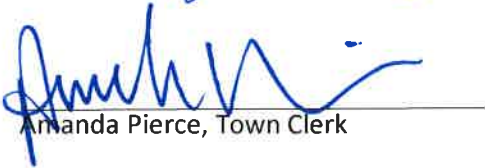
APPROVED AS CORRECTED

DATE APPROVED:

November 21, 2024



Minutes Taken by: Becky Hannigan, Deputy Town Clerk



Amanda Pierce, Town Clerk