

NORWOOD TOWN BOARD OF TRUSTEES

Meeting Minutes For: Wednesday, December 11, 2024

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

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

PUBLIC COMMENT:

Nancy Willis wanted to be able to get the meeting agendas sent to her via email and Becky stated that she now has her on the email list for monthly agenda notifications. Nancy asked if through our website there is a way for the public to get notification of the agenda when its posted. Amanda has already reached out to the website company to see if this request is possible.

SPECIAL DISTRICT AND STAKEHOLDER REPORTS OR ANNOUNCEMENTS:

Liza Tanguay, Norwood Parks and Rec. Noel Night dedication of the Kiosk went well. Ice Rink is going up and that the Nordic Association Potluck is Friday at the Livery. Climbing wall will be open in January and look at the calendar for updates. Becky Hannigan of the Norwood Chamber talks of the Noel Night events going well and was grateful for the collaboration of all the Non-profits, business, and community.

CONSENT AGENDA:

Minutes of November 6, 2024

Minutes of November 21, 2024

November Financials

MOTION: Mike Grady 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

Approval of Resolution No. 1211 Series 2024 - A RESOLUTION OF THE BOARD OF TRUSTEES SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF NORWOOD FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2025 AND ENDING THE LAST DAY OF DECEMBER 2025.

MOTION: Mike Grady made a motion to amend the budget by taking \$1400 from the General Fund for the Norwood Cemetery.

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

MOTION: Mike Grady made a motion to approve the Resolution No. 1211 Series 2024 – With the A RESOLUTION Amending the change to the General Fund expenditures and Revenue in the amount of \$2,332,390 dollars, OF THE BOARD OF TRUSTEES SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF NORWOOD FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2025 AND ENDING THE LAST DAY OF DECEMBER 2025.

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

Approval of Resolution No 1212 Series: 2024 - A RESOLUTION OF THE BOARD OF TRUSTEES LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2025, TO HELP DEFRAY THE COSTS OF THE GOVERNMENT FOR THE TOWN OF NORWOOD, COLORADO FOR THE 2025 YEAR

MOTION: Mike Grady made a motion to approve Resolution No 1212 Series: 2024 while considering the change of the General Fund expenditures and revenues to 2,332,390 dollars, A RESOLUTION OF THE BOARD OF TRUSTEES LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2025, TO HELP DEFRAY THE COSTS OF THE GOVERNMENT FOR THE TOWN OF NORWOOD, COLORADO FOR THE 2025 YEAR

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

Approval of Hotel and Restaurant Liquor License Renewal, The Divide Restaurant, 1610 Grand Ave.

MOTION: Niven Drybrough made a motion to approve Hotel and Restaurant Liquor License Renewal, The Divide Restaurant, 1610 Grand Ave.

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

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Policy Clarification on Attorney Communication,

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: Shawn Fallon made a motion to approve the Policy Clarification on Attorney Communication

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

Staff Bonus,

MOTION: Mike Grady made a motion to approve the staff bonus.

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

STAFF REPORTS:

- San Miguel Sheriff's Office, None this month.
- Public Works Director, Randy Harris –
 - Preparing for the holiday season
 - Looking at fuel tanks for the shop and asking the board for directions on a purchase.
 - New shop update, they broke ground and will pour concrete by next week. discussion of solar panels for the shop and Randy will investigate that option.

Town Clerk, Amanda Pierce –

- Patti is done with the auditor and has given us her last invoice, and Patti will also help with the auditor's questions at no cost to the town if needed.
- Payroll will be switched over to ASAP by the end of the year.
- Catching up on other audits that are coming due.
- The election was good with a lot of town voting.
- Still having CORA requests.
- Finishing up with the budgets.
- Capstone event in DC will be in the end of February and the cost for Amanda to attend will be paid for through National Association of Counties.
- Christmas Party Dec 19th will send out an email with details.

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MAYOR AND TRUSTEE REPORTS AND ANNOUNCEMENTS

- Mayors Report – Written report, including a conversation about Norwood Public School Walk through with Larry Skulla and discussion of next steps to help. Candy is now the Cottonwood Creek Coordinator.
- Trustees none

ADJOURN:

MOTION: Shawn Fallon made a motion to adjourn at 8:07 pm

Candy Meehan seconded.

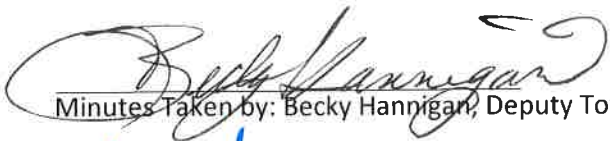
All others approved. Motion Passed.

APPROVED

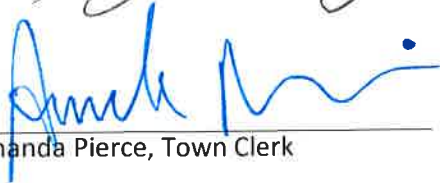
APPROVED AS CORRECTED

DATE APPROVED:

January 8, 2025



Minutes Taken by: Becky Hannigan, Deputy Town Clerk



Amanda Pierce, Town Clerk