

**TOWN OF WOODSTOCK
SELECT BOARD
MEETING
May 17, 2016
6:00 P.M.
Woodstock Town Hall**

APPROVED MINUTES

PRESENT: Preston Bristow, Bob Holt, John Doten, Grettie Howe, L.D. Sutherland, Phil Swanson, and Lynn Beach

OTHERS PRESENT: Michelle Fields, Gail Childs, Barry Milstone, Charlie Kimbell, and Macy Lawrence

I. CALL TO ORDER

Mr. Bristow called the meeting to order at 6:00PM.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Welcome Sign Proposal-EDC

Mr. Barry Milstone and Ms. Gail Childs, members of the Economic Development Commission presented a proposal to place Welcome to Woodstock signs at the east and west borders of the Town on Route 4. Ms. Childs stated the preferred locations would be near the Taftsville Bridge on the east and near the Bridgewater Mill on the west. Mr. Swanson reminded the presenters to obtain landowner permission for sign placement and to obtain VTRANS approval for placement of signs if in the state right-of-way. The Board stated that they did support this idea and encouraged the EDC members to discuss with the Trustees.

B. Request for Blower-Sewer Department

See Item VII. Board of Sewer Commissioners

C. Request for Elimination of Sewer Billing

See Item VII. Board of Sewer Commissioners

D. Policy for Record Disposal

The Select Board approved the shredding of documents at their previous meeting. Mr. Swanson updated the Board that as part of the process of record disposal, the State of Vermont requires municipalities to adopt a policy for record disposal.

MOTION by Mr. Holt to adopt policy for the disposal of records as outlined by the General Records Schedule approved by the Vermont State Archives and authorize Philip B. Swanson to sign.

SECONDED by Ms. Howe

DISCUSSION No Discussion

VOTE Passes unanimously, 5-0-0.

III. CITIZEN COMMENTS

Mr. Bristow read a congratulatory letter from the Town of Weathersfield to the Woodstock Fire Department for their assistance with a recent structure and brush fire in their town.
Mr. Doten asked Mr. Swanson to thank the Town of Weathersfield for their letter.

IV. OLD BUSINESS

A. Tax Sale-

1. Bidders

Mr. Swanson updated the Select Board that one of the three tax sale properties, the bank which is holding the mortgage will be paying it. This means that there now will only be two properties listed at the sale on June 17th.

V. NEW BUSINESS

A. Bid Tabulations-

1. Diesel Fuel Bid

MOTION by Mr. Holt to approve the Low Sulfur Diesel Fuel bid presented by Irving Energy at \$1.87, variable price.

SECONDED by Mr. Sutherland

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

2. Sand Bid

Mr. Swanson informed the Board that the Sand Bid requested pricing for both washed, manufactured sand and Screened Sand.

Mr. Swanson highlighted that two vendors bid the same price for washed manufactured sand.

The Board decided to **TABLE** the bid for the washed, manufactured sand at this time and request that Mr. Swanson re-bid for sand later this summer.

The Board then made a motion:

MOTION by Ms. Howe to accept the bid for screened sand, delivered by D & D Excavating, Inc. for the price of 12.50/ton for 1,000 tons.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

3. Gravel Bid

Mr. Swanson stated three bids were received.

MOTION by Ms. Howe to approve the bid from Pike Industries of \$8.95/ton for ¾" crushed bank run gravel and \$7.75/ton for Hard Pak, both F.O.B.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

4. Fuel Oil Bid

Mr. Swanson stated two bids were received. This bid was for both the delivery of fuel oil and boiler maintenance of the three boilers in the Woodstock Town Hall.

MOTION by Mr. Doten to approve the bid supplied by Dead River Company for \$1.919, fixed price for fuel oil and \$90.00/hour normal business hours boiler maintenance and \$135.00/hour after business hours.

SECONDED Ms. Howe

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

B. Welcome Center-

1. Bond Notice –For Loan Bid

Mr. Swanson stated that last month’s bid opening for the Welcome Center Loan bid was premature. In accordance with the bond company, notification of the bond and bid process had to be published in the newspaper. Having now complied with those instructions, Mr. Swanson opened the one bid submitted.

MOTION by Mr. Sutherland to accept the Loan Bid submitted by Mascoma Savings Bank, dated May 5, 2016, at a rate of 1.95% fixed for 20 years and to authorize the Municipal Manager to sign as a representative of the Town and Village of Woodstock.

SECONDED Mr. Holt

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

C. June Meeting Schedule

Mr. Swanson requested a change of date for the June Select Board meeting. The Board discussed and agreed to change the date of the next meeting to June 13, 2016, at 6:00PM.

VI. PERMITS

A. Overweight Truck Permits

Mr. Doten reviewed the Overweight Truck Permits presented and found that all were in compliance.

MOTION by Mr. Doten to approve the Overweight Truck Permits as presented.

SECONDED Mr. Holt

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

VII. BOARD OF SEWER COMMISSIONERS

A. Request for Blower-Sewer Department

Mr. Swanson informed the Board that an inspection of the Roots Blower Motor has been conducted which concluded that the blower has multiple issues. The gears have overheated and the drive impeller strips are badly worn. Also, this blower is obsolete and it is recommended that a conversion kit should also be purchased.

MOTION by Ms. Howe to approve the purchase of a blower motor and conversion kit for the main sewer plant.

SECONDED Mr. Sutherland

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

B. Request for Elimination of Sewer Billing

Mr. Lyman Shove owner of property at 4979 South Road is no longer using the building. Mr. Shove is requesting to disconnect from the sewer and thereby eliminate sewer billing.

MOTION by Mr. Sutherland to eliminate the bill for Mr. Lyman Shove's shop at 4979 South Road, Parcel I.D. #33.03.21.

SECONDED Ms. Howe

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

VIII. APPROVAL OF MINUTES- Meetings of April 26, 2016 and May 6, 2016

MOTION by Mr. Doten to approve the Minutes of April 26 and May 6, 2016 as presented.

SECONDED by Mr. Holt

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

IX. OTHER BUSINESS

X. REVIEW EXPENSE WARRANTS

XI. ADJOURNMENT

MOTION by Mr. Holt to adjourn the meeting at 6:46PM.

SECONDED by Ms. Howe

DISCUSSION No Discussion

VOTE Passed unanimously, 5-0-0.

Respectfully submitted,

Lynn Ellen Beach

Preston Bristow, Chair

Bob Holt

John Doten

Margaretta Howe

L.D. Sutherland