

SELECT BOARD
October 20, 2015
6:00 P.M.
Woodstock Town Hall

APPROVED MINUTES

PRESENT: Grettie Howe, John Doten, Bob Holt, Phil Swanson, and Lynn Beach
OTHERS IN ATTENDANCE: David Green, Beth Finlayson, and Macy Lawrence

I. CALL TO ORDER

Ms. Howe called the meeting to order at 6:00PM.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

III. CITIZEN COMMENTS

None

IV. OLD BUSINESS

A. Sewer Department-Extended Warranty for new truck

B. Highway Department-Extended Warranty for new truck

Mr. Swanson recommends to the Board that both of the recently purchased trucks from Ted Green Ford, one for the Sewer Department and one for the Highway Department, would benefit from extended warranty options. The PremiumCare Extended Service Plan from Ford limits out of pocket costs, uses genuine Ford parts and service and is 100% backed by Ford Motor Company. The cost of the warranty is \$4,175.00 per truck.

MOTION by Mr. Holt to approve the recommendation to purchase extended warranties for the Sewer Department and Highway Department trucks.

SECONDED by Mr. Doten.

VOTE Passes Unanimously, 3-0-0.

V. NEW BUSINESS

A. Introduction of new Fire Chief

Mr. Swanson introduced David Green as the next Woodstock Fire Chief.

Mr. Green shared with the Board and those in attendance, his honor in serving as the next Fire Chief. He is appreciative of retiring Fire Chief L. D. Sutherland, Jr. for his support and assistance with this transition. Mr. Green expressed his honor to lead and work with the Woodstock Fire Department crew. He has plans to expand the cohesiveness with all

EMS Departments as well as with all towns in our service area. Mr. Green encouraged anyone interested in joining the Woodstock Fire Department to contact him.

B. Discussion of Woodstock Brand

Beth Finlayson, Director of Woodstock Chamber of Commerce presented a Power Point presentation on the evolution of the Woodstock Brand. Ms. Finlayson is requesting an endorsement from the Board.

Ms. Howe suggests this item be tabled until the November 17th meeting when a full Board may be present.

C. Review Purchase of Storage Trailer at Emergency Service Building

Mr. Swanson advised the Board the need for a storage trailer at the Emergency Services Building. He presented the two bids received for a trailer. The low bid came in at \$4,850.00 and the high bid was \$5,500.00. Since both bids were for the same requirements, he suggested to accept the low bidder. By accepting the low bid, there should be funds available to build shelving in the trailer.

MOTION by Mr. Holt to accept the low bid for storage trailer as presented by Mr. Swanson.

SECONDED by Mr. Doten.

VOTE Passes unanimously, 3-0-0.

D. Review Proposed Increase of Ambulance Rates

Mr. Swanson informed the Board that there has been no increase of rates for charges to transport patients for 5 years. He stated that the Town does not have any control over payments from Medicare and/ or Medicaid. The payment we receive is the payment that has been set by the Federal government. Woodstock does not get reimbursements for our costs of \$350.00 for a paramedic intercept. Insurance companies' position is that we should be able to cover our costs of providing advanced care within our rate structure. Mr. Swanson also proposed a rate increase to the mileage fee. Therefore the suggested increases are as follows and are broken down by the level of service:

Charge	Current	Proposed
Basic (BLS)	\$550.00	\$ 650.00
Advanced plus 1 (ALS 1)	650.00	850.00
Advanced plus 2 (ALS 2)	800.00	1,200.00
Mileage	16.00	20.00

MOTION by Mr. Holt to approve an increase of the ambulance charges by the Town of Woodstock based on the level of care and an increase to the mileage costs charged.

SECONDED by Mr. Doten.
VOTE Passes unanimously, 3-0-0.

E. Review Proposed Increase of Per Capita Ambulance Charge

Mr. Swanson stated that the Town of Woodstock provides ambulance service to member towns and it is time to set the per capita rate.

In addition to paying some direct costs of the ambulance, the Town of Woodstock also pays indirect costs. These costs are for office space, garage space, insurances and dispatch services that do not show up as budgeted expenses charged to the Ambulance service.

Mr. Swanson suggested an increase to the per capita fee by \$1.00 (4%) to \$31.00.

MOTION by Mr. Holt to increase the per capita fee for ambulance service to member towns to \$31.00.

SECONDED by Mr. Doten
VOTE Passes unanimously, 3-0-0.

F. Applications for Driveway Access Permit

Mr. Swanson presented Applications for Permits for Drive Access for:

- 530 Gabert Road
- Long Hill Road-M/B/L 11.04.14
- 345 Gabert Road
- North Bridgewater Road

Mr. Swanson and Mr. Doten have inspected each of these driveways and advised approval.

MOTION by Mr. Doten to approve these driveway applications as presented.

SECONDED by Mr. Holt.
VOTE Passes unanimously, 3-0-0.

G. Street Excavation Permit

Mr. Swanson informed the Board that an Application for Excavation in Town Limits has been received for a new home at 184 Rose Hill Road. Two road cuts are necessary to bring in electric and sewer. Both he and Mr. Doten have viewed the site.

MOTION by Mr. Doten to approved the Application for Excavation for 184 Rose Hill Road as presented.

SECONDED by Mr. Holt.
VOTE Passes unanimously, 3-0-0.

H. Memorandum of Understanding-National Park/Faulkner Trail

Alison Clarkson, Chair of the Billings Park Commission, informed the Board that a grant has been awarded from the Federal Lands Access Program which will be used to finish the reconstruction of the Faulkner Trail. As a requirement for the grant submittal, a survey of the land was needed. The survey showed that the land thought to have been owned by the Town was actually still owned by Mrs. Faulkner. In an effort to accept the awarded grant, a partnership with the Faulkner Fund and the National Park Service has been formed. This partnership has actually been working closely for many years but in an effort to formalize their partnership with the grant, Ms. Clarkson is presenting a Memorandum of Understanding (MOU) for the Board to authorize the Billings Park Commission, on behalf of the Town, to accept the grant.

Jennifer Waite, National Park Service (NPS), informed the Board that the National Park Service cannot partner with municipalities when providing funding, only private organizations. The Faulkner Fund has been an enthusiastic partner and the NPS would like to see this partnership continue.

Ms. Clarkson stated great restoration work has been done on the trail and the project has included many youth organizations.

Mr. Swanson recognized the work that has been accomplished by these commissions.

MOTION by Mr. Holt to authorize the Billings Park Commission, on behalf of the Town of Woodstock to expend funds from the grant.

SECONDED by Mr. Doten.

VOTE Passes unanimously, 3-0-0.

Ms. Clarkson would also like to request an expansion of the Billings Park Commission.

Mr. Swanson stated the Board would follow the procedure of placing an advertisement in the newspaper for members and then conduct interviews with the Board.

VI. BOARD OF SEWER COMMISSIONERS

A. Sewer Connection Permits

1. Connection Permit-184 Rose Hill Road

Mr. Swanson received a request to connect 184 Rose Hill Road for the construction of a 4 bedroom house.

MOTION by Mr. Holt to approve the Application for a Sewer Connection for 184 Rose Hill Road.

SECONDED by Mr. Doten.

VOTE Passes unanimously, 3-0-0.

2. Increase in Sewer-1007 West Woodstock Road

An Application for Increase of Sewer Usage has been received. The increase requested is an additional 100 g.p.d. Mr. Swanson has reviewed the Application and verified that there is enough capacity.

MOTION by Mr. Holt to approve the Application for Increase of Sewer Usage for 1007 West Woodstock Road.

SECONDED by Mr. Doten.
VOTE Passes unanimously, 3-0-0.

B. Loan Bid Tabulation for Sewer Truck

Mr. Swanson reviewed the Loan Bid for the Sewer Truck. He noted that People's Bank has an aggressive municipal loan department.

MOTION by Mr. Holt to accept the loan bid from People's United Bank for the sewer truck and to authorize Mr. Swanson to sign the loan documents.

SECONDED by Mr. Doten.
VOTE Passes unanimously, 3-0-0.

C. Taftsville WWTF Analysis

Mr. Swanson provided the history of Taftsville Sewer Plant which has been there for 55+years. One of conditions of the State of Vermont places on the town's permit to discharge to waters of State that an engineering study is done on the plant. The report is being presented now to look at the cost benefit analysis to convert the Taftsville Sewer Plant to a pump station. The report stated that from the engineering review, their recommendation is to let the plant remain as an operating plant for 10 more years. Mr. Swanson informed the Board that sometime in the future there will be additional costs for the conversion to a pump station at this and the South Woodstock plant. He stated that the plant has to work on reducing phosphorous and nitrogen.

VII. APPROVAL OF MINUTES- Meeting of September 15, 2015

MOTION by Mr. Doten to approve the minutes from September 15, 2015.

SECONDED by Mr. Holt.
VOTE Passes unanimously, 3-0-0.

VIII. OTHER BUSINESS

IX. REVIEW EXPENSE WARRANTS

X. ADJOURNMENT

MOTION by Mr. Holt to adjourn at 6:59PM.

SECONDED by Mr. Doten.

VOTE Passes unanimously, 3-0-0.

Respectfully Submitted,

Lynn E. Beach

Margaretta Howe, Chair

John Doten

Bob Holt