

**TOWN OF WOODSTOCK
SELECT BOARD
MEETING
February 21, 2017
6:00PM
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

Present- Preston Bristow, Grettie Howe, John Doten, Phil Swanson, and Lynn Beach
Others Present- Virginia Dean, Attorney Elizabeth Rattigan, Chief Robbie Blish

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

**A. Discussion of Agreement between Town of Woodstock and Police Benevolent Assoc.
Attorney Elizabeth Rattigan**

Attorney Rattigan stated she was present to discuss the agreement between the Town and Local 416 of the New England Police Benevolent Association.

MOTION by Ms. Howe to go into Executive Session at 6:09PM to discuss the contract between the Town and Local 416 of the New England Police Benevolent Association. (In attendance were: Attorney Rattigan, Mr. Swanson, Ms. Howe, Mr. Bristow, Mr. Doten, Chief Blish and Ms. Beach)

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed

MOTION by Ms. Howe to exit Executive Session at 6:29PM.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

MOTION by Ms. Howe to accept the contract by and between the Town of Woodstock and the New England Police Benevolent Association, Local 416 dated January 1, 2017 through June 30, 2019.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed

MOTION by Ms. Howe to authorize the Municipal Manager to sign the contract by and between the Town of Woodstock and the New England Police Benevolent Association, Local 416 dated January 1, 2017 through June 30, 2019, as presented.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

III. CITIZEN COMMENTS

None

IV. OLD BUSINESS

A. Economic Development Commission Appointment (Mica Seely/Jill Davies)

Mr. Swanson reminded the Board that Ms. Davies, at the January 17, 2017 Select Board meeting, declined her application to the Economic Development Commission as she was running for an elected position.

MOTION by Ms. Howe to appoint Ms. Seely to the Economic Development Commission for a term ending March 2018.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

V. NEW BUSINESS

A. Discussion of Town Report Cover Picture and Dedication

None

B. Alarm Ordinance Revision

Mr. Swanson informed the Board that this Ordinance has been on the books for at least 12 years and was created with an intent to reduce the incidence of false alarms. A few minor changes are being proposed at this time such as fee increases and clarification as to whom to contact when and if an alarm occurs, and the placement of proper keys in a lock box.

MOTION by Ms. Howe to accept the changes and amendments to the Alarm Ordinance as presented with an effective date of April 22, 2017.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

C. Agreement with Atlas Pyro Vision Entertainment Group, Inc.

Mr. Swanson stated this is the annual contract with the company which provides fireworks for the July 4th celebration. A portion of the expense is raised through private donations.

MOTION by Mr. Doten to approve the agreement with Atlas Pyro Vision Entertainment Group, Inc. for fireworks for the 4th of July celebration, 2017.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

D. Heavy Duty Dump Truck Specifications

Mr. Doten stated that the specifications need to be re-written. Mr. Doten went through the document with the Board and suggested changes to the document.

No action taken.

This item will be **TABLED** until the next meeting on March 7, 2017.

E. Purchase request for ambulance equipment

Mr. Swanson referred to the memo from Fire Chief Green regarding state regulations pertaining to the administration of drugs by paramedics.

MOTION by Ms. Howe to approve Chief Green's recommendation to purchase the Bound Tree, medsystem3 for \$3,119.99.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

VI. PERMITS

A. Overweight Truck Permits

Mr. Doten reviewed and approved the Overweigh Truck Permits noting that any load greater than 90,000 lbs. needs additional permit from the State.

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

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

B. Applications for Renewal of Liquor and/or Tobacco Licenses

All applicants for renewal are current on taxes per the Tax Department.

1. **Cumberland Farms**
2. **The Village Butcher**
3. **Village Inn of Woodstock**
4. **Woodstock Hops N' Barley**
5. **506 On The River Inn**
6. **Mon Vert Café, LLC**
7. **Bentley's**

MOTION by Mr. Doten to approve the applications for Liquor License renewals, as presented.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

C. Driveway Access Permits

The Board received a request from Mr. Bruce Marier for a Driveway Access Permit on College Hill Road (31.02.32-001). Mr. Doten and Mr. Swanson viewed the proposed site, there were no concerns.

MOTION by Mr. Doten to approve the request for the driveway access permit for Mr. Bruce Marier, parcel (31.02.32-001) on College Hill Road based on the map entitled, Suzanne & Bruce Marier, Residence, dated 24Jan2013 amended 30Jan2014.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

VII. BOARD OF SEWER COMMISSIONERS

A. Authorization of Continued Services Contract with Stantec

Mr. Swanson presented the annual Service Contract for the Bio-Solids Application Services

MOTION by Mr. Doten to approve the contract with Stantec for project #195310728, dated January 23, 2017.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

B. Sewer Connection Permit

A sewer increase request was received from Mon Vert Café, LLC who will be relocating to Central Street where an existing connection exists. The fee represents an increase due to a new use which is a 49 seat restaurant. The fees have been included with the permit application.

MOTION by Ms. Howe to approve for sewer increase discharge at parcel 20.52.27 on Central Street.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed

VIII. APPROVAL OF MINUTES- Meeting of January 17, 2017, January 24, 2017 and January 31, 2017

MOTION by Mr. Doten approve the minutes of the meetings of January 17, 2017, January 24, 2017 and January 31, 2017.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

IX. OTHER BUSINESS

A. Certificate of Highway Mileage

Mr. Swanson stated that this certificate informs the State as to how many miles of roads are in the Town which then corresponds to the eligible state funding amount.

MOTION by Mr. Doten to approve and sign the Certificate of Highway Mileage for the Town of Woodstock, as presented.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 3-0-0, Passed.

B. Prepare for Town Meeting

The Board discussed their preparations for Town Meeting:

Culture and Rec, Executive, etc. –Grettie

Highway-John Doten

Cemetery, Welcome Ctr-Bob

Public Safety-Preston

Police-Butch)

Intergovernmental-Bob

C. Review Financial Report

The Board reviewed the Financial Report

X. REVIEW EXPENSE WARRANTS

The Board reviewed the expense warrants

XI. ADJOURNMENT

MOTION by Ms. Howe to adjourn the meeting at 7:05PM.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 3-0-0, Passed.

Respectfully submitted,

Lynn Ellen Beach

Preston Bristow, Chair

Bob Holt

John Doten

Margaretta Howe

L.D. Sutherland