

**TOWN OF WOODSTOCK
SELECT BOARD
MEETING
April 18, 2017
6:00PM
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

Present: Bob Holt, John Doten, Jill M. Davies, Sonya Stover, Phil Swanson, and Lynn Beach

Others Present: Gareth Henderson, Tom Weschler, Michael Pacht and Macy Lawrence

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Snow Plow Bid Tab

The Board reviewed the bid tabulation for two new snow plows, one for a truck and one for the grader.

MOTION by Mr. Doten to accept the bid from Viking-Cives with a bid proposal of \$13,200.00.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

B. Economic Development Commission-Update

Mr. Tom Weschler, co-chair of the Economic Development Commission presented an update to the Board.

C. Discussion of 4 x 4 Wheel Loader

Mr. Swanson reviewed the specifications for an invitation to bid for a new loader. The existing loader will be traded in. The Board will review the bid tabulation once the bid has been initiated.

III. CITIZEN COMMENTS

None

IV. OLD BUSINESS

A. Fire/EMS HIPAA Policy

Mr. Swanson presented the updated HIPAA policy book with the requested changes completed by Ms. McNabb.

This item **TABLED** until next meeting on May 16, 2017.

V. NEW BUSINESS

A. Green Mountain Horse Association Trail Days Events

GMHA is seeking permission to use town roads during their trail rides and events for 2017.

MOTION by Ms. Stover to use the town roads for Green Mountain Horse Association's 2017 trail events, as presented.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

B. Re-Appoint the Administrative Officer (per Title 24; Ch 117;Sec 4448)

Mr. Swanson stated that the Administrative Officer must be appointed by the Board of Village Trustees and the Select Board per Title 24; Ch 117; Sec 4448.

MOTION by Mr. Doten to re-appoint Michael Brands, AICP as the Administrative Officer for the Town of Woodstock until 2020.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

C. Town Forest Sugaring Agreement-Tap Count

Mr. Swanson informed the Board that Michael Olmstead, who is the holder of a sap lease on the 100 acre Town Forest property, is submitting a tap count which is used to calculate his usage fee.

MOTION by Ms. Davies to accept the memo from Mr. Olmstead stating that the tap fee will be based on 5,000 taps.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 4-0-0, Passed.

D. Review Truck Bids

The Board reviewed the truck bids submitted for a new Heavy Duty Dump Truck.

MOTION by Mr. Doten to accept the bid submitted for a Heavy Duty Dump Truck for the Highway Department from Patriot Freightliner with the Tenco package at \$106,145.00, plus the extended warranty for \$3,479.00 from Patriot.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed

E. Paving in 2017

Mr. Swanson discussed paving projects for 2017 with \$35,000 dedicated for paving. He will be present a bid tabulation at the next meeting on May 16, 2017.

VI. PERMITS

A. Overweight Truck Permits

Mr. Doten reviewed and verified that all Overweight Truck Permits were in order, proof of insurance had been received and monies collected.

MOTION by Mr. Doten to approve 14 Overweight Truck Permits as presented.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

B. Applications for New and Renewal of Liquor and/or Tobacco License(s)

- 1. KVI Holdings, LLC (renewal)**
- 2. Pizza Chef (renewal)**
- 3. Soulfully Good, LLC (new)**

MOTION by Mr. Doten to approve the renewal of KVI Holdings, LLC and Pizza Chef and the new liquor license for Soulfully Good, LLC, as presented.

SECONDED by Mr. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

C. Commercial Hauler's License

1. Casella Waste Management

Mr. Swanson stated that the Town of Woodstock regulates trash haulers for collection and disposal of solid waste which includes recyclables. Casella Waste Management has submitted their application.

MOTION by Mr. Doten to approve the Commercial Hauler's License for Casella Waste Management for 2017.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

VII. BOARD OF SEWER COMMISSIONERS

A. Sewer Bill Revision Request (parcel 05.03.31 and parcel 05.03.31.001)

The Board received a request for consideration of a revision to a sewer bill due to the reduced occupancy of the residence during the billing period stated on the bill.

MOTION by Ms. Davies to approve the request for a revised sewer bill for parcels 05.03.31 and 05.03.31.001, due to the renovation of a 2-family to a single-family residence which occurred during the 2016 sewer billing period with the owner to be billed between December 1, 2016 through June 30, 2017 and to waive interest and penalties.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

B. Abatement of Interest and Penalty (parcel 21.53.33)

The Board received a request for an abatement of interest and penalty due to legal property changes to parcel 21.53.33.

MOTION by Ms. Stover to approve the request to abate interest and penalties for parcel 21.53.33 due to legal property change of owner.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

VIII. APPROVAL OF MINUTES- Meeting of March 21, 2017

MOTION by Mr. Doten to approve the minutes of March 21, 2017, as presented.
SECONDED by Ms. Davies
DISCUSSION None
VOTE 4-0-0, Passed.

IX. OTHER BUSINESS

A. Review Financial Report

The Board reviewed the financial report.

B. Consent to Use Public Roads-Killington Stage Race (May 28, 2017)

Mr. Gary Kessler submitted the request to the Board for permission to use the Prosper Road during the road race stage of the Killington Stage Race scheduled for May 28, 2017. The event is planned to remain the same as in years past and the sponsor shall work closely with the Woodstock Police Department.

Ms. Davies inquired about recycling by the event sponsor and requested that the organizers comply with strict recycling procedures.

MOTION by Ms. Stover to allow the Killington Stage Race event to use Prosper Road during their event scheduled for May 28, 2017, as presented.

SECONDED by Ms. Davies
DISCUSSION None
VOTE 4-0-0, Passed.

X. REVIEW EXPENSE WARRANTS

The Board reviewed expense warrants

XI. ADJOURNMENT

MOTION by Mr. Doten to adjourn the meeting at 7:20PM.
SECONDED Ms. Davies
DISCUSSION None
VOTE 4-0-0, Passed

Respectfully submitted,

Lynn Ellen Beach

Bob Holt, Chair

John Doten

L.D. Sutherland

Jill M. Davies

Sonya Stover