

**SELECT BOARD  
SPECIAL MEETING  
March 16, 2016  
6:00 P.M.  
Woodstock Town Hall**

**APPROVED MINUTES**

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

**OTHERS PRESENT:** Elizabeth Finlayson, Michelle Fields, Jay Morgan, 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. Appointments-**

**1. Trustees of Public Funds**

Mr. Swanson explained an advertisement was placed in the Vermont Standard. Ms. Jane S. M. Smith responded with an interest in serving.

**MOTION** by Mr. Doten to appoint Jane S. M. Smith for one (1) year, to complete an open term, as a Trustee of Public Funds for the Town of Woodstock.

**SECONDED** by Mr. Holt

**DISCUSSION-** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**2. Town Auditors**

Mr. Bristow stated there are three (3) vacancies for Town Auditor. The Board reviewed the Return of Vote to determine appointments.

**MOTION** by Mr. Doten to appoint Mr. Joe Swanson for a one (1) year as a Town Auditor with term expiring in 2017.

**SECONDED** by Ms. Howe

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**MOTION** by Ms. Howe to appoint Mr. Nicholas Seldon for one (1) year as a Town Auditor with term expiring in 2017.

**SECONDED** by Mr. Doten

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**MOTION** by Mr. Holt to appoint Mr. Tom Debevoise for one (1) year as a Town Auditor with term expiring in 2017.

**SECONDED** by Mr. Doten

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**B. Speed Signs on Church Hill Road during Rt. 106 Bridge #24 Repair**

Mr. Swanson stated that Route 106 will be closed during bridge repair in South Woodstock in May which will put local traffic travel onto Church Hill Road. Mr. Swanson asked the Board to allow for the placement of speed signs along Church Hill Road during the bridge construction period.

**MOTION** by Mr. Doten to allow for placement of speed signs along Church Hill Road during the Bridge #24 construction in South Woodstock.

**SECONDED** by Mr. Sutherland

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**C. April Schedule**

Due to April vacations, the Select Board will CANCEL their regular meeting of April 19<sup>th</sup> and will reschedule for:

April 26, 2016, 6:00PM at the Town Hall.

**D. Driveway Access Permit-Church Hill Road**

Mr. Swanson and Mr. Doten viewed the site for the proposed driveway. It appeared to be the best place for access to the lot and provide better sightlines.

**MOTION** by Mr. Doten to approve, with conditions, the request for Driveway Access at Church Hill Road Map 08 Block 01 Lot 10, as presented.

**SECONDED** by Mr. Sutherland

**DISCUSSION**-No Discussion

**VOTE** Passed unanimously, 5-0-0.

**E. Lease Extension Agreements-**

Mr. Swanson informed the Board that the current land leases for the Welcome Center and the Emergency Services Building will expire before the life of the loan. Attorney Wright has drawn up the lease extensions. The extensions would add twenty (20) years to the existing lease terminating on June 5, 2051. The exact same terms apply as with the original lease.

**1. Welcome Center**

**MOTION** by Ms. Howe to approve the lease extension agreement between the Village of Woodstock as Owner/Lessor and the Town of Woodstock as Lessee for a term of lease for an additional twenty (20) years which will terminate on June 5, 2051.

**SECONDED** by Mr. Sutherland

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**2. Emergency Services Building**

**MOTION** by Ms. Howe to approve the lease extension agreement between the Town of Woodstock as Owner/Lessor and the Village of Woodstock as Lessee for a term of lease for an additional twenty (20) years which will terminate on June 5, 2051.

**SECONDED** by Mr. Sutherland

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**III. CITIZEN COMMENTS**

None

**IV. OLD BUSINESS**

None

## V. NEW BUSINESS

### A. Tax Sale

#### 1. Approve hiring of attorney for tax sale preparation and sale

Mr. Swanson stated there are three properties up for tax sale. Vermont law allows for the costs of a tax sale to include legal expenses including the hiring of an attorney. An attorney would assist with title searches.

**MOTION** by Mr. Doten to appoint Attorney Dagger to conduct the research for the tax sales.

**SECONDED** by Ms. Howe

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

#### 2. Approve tax sale

No action taken at this time. The Board will address after research complete from Attorney.

### B. Grand List; Statement of No Appeals

Mr. Swanson informed the Board that the Listers have signed the Certificate of No Appeals or Suit Pending for the 2015 Grand List. The Select Board also must sign the Certificate.

**MOTION** by Mr. Holt to approve the certification of the 2015 Grand List as presented.

**SECONDED** by Mr. Doten

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

### C. Adoption of Local Emergency Operations Plan (LEOP)

The annual adoption of the updated Local Emergency Operations Plan is required. The Board reviewed the document.

**MOTION** by Mr. Sutherland to approve the Local Emergency Operations Plan for 2016.

**SECONDED** by Mr. Holt

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**VI. PERMITS**

**A. Liquor License Renewals**

**MOTION** by Ms. Howe to approve the Liquor License Renewals for Worthy Kitchen, Woodstock Beverage and the Lincoln Inn & Restaurant as presented.

**SECONDED** by Mr. Holt

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

**B. Overweight Truck Permits**

**MOTION** by Mr. Doten to approve the 15 truck permits as presented.

**SECONDED** by Ms. Howe

**DISCUSSION** Mr. Doten stated that he believed there was a written error in the Maximum Weight Requested for Mr. Olmstead's 2-axle Kenworth 2001 truck, stating that it could not be 80,000 lbs.

**VOTE** Passed unanimously, 5-0-0.

**VII. BOARD OF SEWER COMMISSIONERS**

None

**VIII. APPROVAL OF MINUTES- Meetings of February 16, 2016 and March 1, 2016**

**MOTION** by Mr. Doten to approve the minutes of the meeting of February 16, 2016 as presented.

**SECONDED** Ms. Howe

**DISCUSSION** No Discussion

**VOTE** Passed 4-0-1 (Holt)

**MOTION** by Mr. Doten to approve the minutes of the meeting of March 1, 2016 as presented.

**SECONDED** Ms. Howe

**DISCUSSION** No Discussion

**VOTE** Passed 4-0-1 (Howe)

**IX. OTHER BUSINESS**

**MOTION** by Mr. Doten to keep the same (current) insignias on the Town trucks, no changes to a new logo.

**SECONDED** by Ms. Howe

**DISCUSSION**-Mr. Swanson stated there is an existing inventory of the current Town logos for the Town trucks.

**VOTE** Passed unanimously, 5-0-0

Mr. Jay Morgan, Town Clerk informed the Board that he is planning to retire by the end of April 2016. He has been in the elected position for the Town for 15 years.

The Board congratulated Mr. Morgan for his years of service as he did a very conscientious job.

**MOTION** by Ms. Howe for the Board to accept, with regrets, the resignation and retirement of Mr. Jay Morgan, at end of April 2016 from the Town Clerk's position.

**SECONDED** by Mr. Sutherland

**DISCUSSION** No Discussion

**VOTE** Passed unanimously, 5-0-0.

#### **X. REVIEW EXPENSE WARRANTS**

The Board reviewed the expense warrants.

**XI. ADJOURNMENT**

**MOTION** by Mr. Holt to adjourn the meeting at 6:30PM.

**SECONDED** by Mr. Doten

**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