

**TOWN OF WOODSTOCK
SELECT BOARD MEETING
November 15, 2016
6:00PM
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

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

Others present: Tony Marquis, Macy Lawrence, Mica Seely, Charlie Kimbell, and Will Giblin

I. CALL TO ORDER

Mr. Bristow called the meeting to order at 6:02PM.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Holiday and Winter Decorating-The Woodstock Inn & Woodstock Chamber of Commerce

Mr. Swanson reviewed the memo received from the Woodstock Inn & Chamber of Commerce regarding holiday decorating in and around The Green. The Select Board stated their appreciation for the community efforts of the Woodstock Inn and the Chamber of Commerce to create a unified feeling of celebration of the season for residents and visitors.

B. Ambulance and Dispatch Fees-FY2018

Mr. Swanson stated the ambulance and dispatch fees are reviewed annually. These fees are assessed per capita for the neighboring towns which use our services. The towns served are Hartland, Bridgewater, Plymouth, Pomfret and Reading. The current ambulance fees are \$31.00 per capita. The recommendation is for a slight increase to \$32.00 per capita.

The dispatch fees are currently \$1.00 per capita. An incremental increase to \$1.50 per capita for dispatch fees is proposed.

MOTION by Mr. Holt to approve the Municipal Manager's recommendations to increase the ambulance fees to \$32.00 per capita and the dispatch fees to \$1.50 per capita for FY 2018.

SECONDED by Mr. Sutherland.

DISCUSSION No Discussion.

VOTE 5-0-0, passed unanimously.

III. INTERVIEWS

A. Conservation Commission

A vacancy exists on the Conservation Commission. Ms. Bo Gibbs has been unanimously recommended by the Conservation Commission to fill the vacancy.

MOTION by Mr. Holt to approve the recommendation of the Conservation Commission to appoint Bo Gibbs to the Commission with a term expiring in March 2017.

SECONDED by Ms. Howe

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

B. EDC-(No decision until December interviews complete)

Ms. Mica Seely has expressed interest in becoming a member of the Economic Development Commission. She introduced herself to the Board and stated her reasons for wanting to be appointed to the EDC is because she loves Woodstock and the community. Mr. Charlie Kimbell stated that Ms. Seely recently participated on an EDC sub-committee. She brought a great perspective and energy.

The Board deferred any decision due to additional interviews scheduled in December.

IV. CITIZEN COMMENTS

None

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Safford Commons-Close Out of Implementation Grant –Public Hearing

Mr. Bristow opened the public hearing at 6:09PM

Mr. Swanson introduced Mr. Will Giblin of Twin Pines Housing Trust. Mr. Giblin stated that the reason for the public hearing is to obtain the views of citizens on community development as this is part of the process to close-out the grant for Safford Commons.

Safford Commons constructed 28 units of new mixed income rental housing. There were no comments from the public. Mr. Giblin stated he will complete any close out paperwork and stated that he appreciated working with the Town with this project.

At 6:12PM, Mr. Bristow closed the public hearing.

B. Half-Ton Highway Truck Bid Tabulation

Mr. Swanson presented the history of the highway truck presently used as a 1978 4x4 truck which came to the Town as a U.N. surplus ambulance. He stated this is an important truck for the highway as it handles all tree cutting operations, culvert thawing and projects that are not appropriate to work out of a dump truck. The truck now has some serious mechanical needs.

A bid went out for a new truck for the Highway Department.

Three bidders responded.

MOTION by Ms. Howe to approve the bid from John C. Stewart & Son, Inc. for a 2017 Ford F-150, Half-Ton 4x4 Pickup truck as a lease purchase for the bid price of \$26,300.00.

SECONDED by Mr. Sutherland

DISCUSSION Mr. Doten questioned mileage of the current vehicle.

VOTE 5-0-0, passed unanimously.

VII. PERMITS

None

VIII. BOARD OF SEWER COMMISSIONERS

A. Request for Sewer Billing Changes

Mr. Swanson stated the Board has a request for four changes to sewer billing due to water leaks and outside usage which did not go into the sewer system.

MOTION by Ms. Howe to approve the changes to the sewer billing for: 81 Central Street, 4 Bond Street, 15 The Green, and 33 River Street, as presented.

SECONDED by Mr. Holt

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

B. Quote from Environmental Products Services of Vermont, Inc.

Mr. Swanson stated that the Waste Water Treatment Plant (WWTP) staff has been categorizing their inventory of chemicals and creating up to date Material Safety Data Sheets (MSDS). Some of the chemicals are too old and their labels unreadable. These chemicals are stored in 55 gallon drums and will require proper disposal per regulation. Environmental Products & Services of Vermont, Inc. is a company which provides chemist to identify the product and a system to remove and properly dispose of it.

MOTION by Mr. Holt to accept the bid from Environmental Products & Services of Vermont, Inc. to provide all labor, materials, and equipment necessary to perform the identification and proper disposal of the chemicals at the WWTP for \$3,538.00, as presented.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

IX. APPROVAL OF MINUTES- Meeting of October 18, 2016

Mr. Doten reviewed the minutes twice and finding no errors, proposed a motion.

MOTION by Mr. Sutherland to approve the minutes of October 18, 2016, as presented.

SECONDED by Mr. Holt

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

X. OTHER BUSINESS

A. Review Financial Report

The Board reviewed the financial report.

XI. REVIEW EXPENSE WARRANTS

The Board reviewed the expense warrants.

XII. ADJOURNMENT

MOTION by Ms. Howe to adjourn the meeting at 6:35PM.

SECONDED by Mr. Sutherland

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

Respectfully submitted,

Lynn Ellen Beach

Preston Bristow, Chair

Bob Holt

John Doten

Margaretta Howe

L.D. Sutherland