

**TOWN OF WOODSTOCK
SELECT BOARD
MEETING
October 18, 2016
6:00PM
Woodstock Town Hall
APPROVED MINUTES**

Present: Bob Holt, John Doten, Grettie Howe, L.D. Sutherland, Phil Swanson and Lynn Beach.
Others Present: Michelle Fields, Macy Lawrence, Elizabeth Finlayson, Paul Wildasin, Carol Wood, Jennifer Maxham, Kelly Linton, Josh Linton, owners of Deer Brook Inn

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

MOTION by Mr. Sutherland to approve the additions to the posted agenda.

SECONDED by Ms. Howe

VOTE 4-0-0, passed unanimously.

A. EDC-Discussion of grant funding request from Chamber of Commerce

Mr. Charlie Kimbell, Chair of the Economic Development Commission (EDC), represented the request for funding as it was time sensitive. The EDC is recommending that the Board consider approval of the request from the Chamber of Commerce for commercial advertising which would include the Town of Woodstock. This is a Shop Local Campaign which will be produced on NBC. He stated that advertising like this proposal by NBC, will occur at the same time the Women's World Cup event which will also be aired on NBC.

MOTION by Ms. Howe to approve the request from the Economic Development Commission for the funding of \$7,500 for commercial advertising.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

B. Driveway Access Permit-Riverside Park Road

Mr. Swanson and Mr. Doten conducted a site inspection on Riverside Park Road which would rectify a poorly designed driveway into a driveway with less erosion and better sightlines.

MOTION by Mr. Doten to approve the request by Mr. and Mrs. Gray to extend the existing driveway along the slope for better drainage and sightlines.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

C. Grant Funding Approvals-

1. Church Hill Road Paving

Mr. Swanson stated that this grant is an 80% state grant. The form is requesting reimbursement.

2. Cox District Road Box Culvert

Mr. Swanson stated this is a request for a reimbursement of design costs for the culvert.

MOTION by Mr. Doten to approve the request for reimbursements for the paving of Church Hill Road and the design costs for the box culvert on Cox District Road, which will verify that the work has been completed satisfactorily.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, passed unanimously.

III. CITIZEN COMMENTS

None

IV. OLD BUSINESS

None

V. NEW BUSINESS

A. EDC-Terms and Vacancies

Mr. Charlie Kimbell stated that the Commission will have two vacancies for the nine member Board. The EDC would like to establish staggered terms which would expire June 2017, June 2018 and June 2019.

MOTION by Ms. Howe to approve the establishment of the terms as proposed, for the Economic Development Commission.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

B. Public Notice- Snowmobile Trails

Mr. Holt read the Public Notice into the record.

MOTION by Mr. Sutherland to approve the Public Highways Open to Snowmobile Travel for 2016.

SECONDED by Mr. Doten

DISCUSSION None

VOTE 4-0-0, passed unanimously.

C. Halloween Candy

Mr. Swanson stated that this annual event has been supported by both the Trustees and the Select Board.

MOTION by Ms. Howe to approve a \$500 contribution to the Halloween fund.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

D. Health Officer Term of Office

MOTION by Mr. Doten to re-appoint Ms. Lani Edson as the Woodstock Health Officer.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 4-0-0, passed unanimously.

E. Green Up Vermont-Financial Request

Green Up Vermont is seeking financial support from the Town of Woodstock. This is their annual appeal.

MOTION by Mr. Doten to grant \$200 from the Select Board contingency fund to Green Up Vermont.

SECONDED by Ms. Howe

VOTE 4-0-0, passed unanimously.

F. 2nd Constable Training

Mr. Kelly Linton is seeking part time police academy training for the 2nd Constable, currently Mr. Josh Linton.

Mr. Swanson stated that the class would start in March 2017 and a spot has been reserved.

Mr. Holt and Mr. Sutherland stated they do not see any urgency but wish to wait for the outcome of Town Meeting Day.

Mr. Swanson commended Mr. Kelly Linton on his service as 1st and 2nd Constable for the Town over the past years.

There was no action taken.

G. Errors and Omissions-Grand List

Mr. Wildasin spoke for the Woodstock Lister's presenting three Errors and Omissions from the Lodged Grand List.

Parcel 23.52.33 owned by Thomas and Susan Southworth-

Mr. Wildasin stated this property had been designated as a village property when it had been a town property.

Mr. Holt questioned the actual Village border.

Mr. Sutherland suggested further investigation as to the boundary line.

MOTION by Mr. Sutherland to approve the change to the Lodged Grand List for Parcel 23.52.33 owned by Thomas and Susan Southworth.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

Parcel 31.02.15 owned by Safford Commons Housing Limited

Mr. Wildasin stated this is a complicated change. Safford Commons had not been correctly entered during Reappraisal.

Mr. Holt clarified that this request is a correction of an oversight.

MOTION by Ms. Howe to accept the correction to the Lodged Grand List for Parcel 31.02.15 owned by Safford Commons Housing Limited. .

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

Parcel 23.55.13 owned by Woodstock Elementary School

Mr. Wildasin stated that the Elementary School was listed under the residential database which did not calculate the square footage of the building. It is now listed on a commercial database, hence the request for the change. This change does not affect the taxable income of the town, but does reflect the Reappraisal and should the state audit the town on their tax exempt properties, they would be compliant.

MOTION by Mr. Sutherland to approve the correction to the Lodged Grand List for Parcel 23.55.13 owned by Woodstock Elementary School. .

SECONDED by Ms. Howe

DISCUSSION None

VOTE 4-0-0, Passed unanimously.

H. Liquor License-Deer Brook B&B

Deer Brook B&B owners were in attendance. They stated they have completed the Educational seminar regarding the serving of liquor, required by the state.

MOTION by Ms. Howe approve the liquor license for the Deer Brook B&B as presented.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, passed unanimously.

VI. PERMITS

A. Overweight Truck Permits

Mr. Doten stated that he reviewed the Overweight Truck permit and found no problems.

MOTION by Mr. Doten to approve the Overweight Truck permit for Donald Moore, Jr.

SECONDED by Ms. Howe

DISCUSSION None

VOTE 4-0-0, passed unanimously.

VII. BOARD OF SEWER COMMISSIONERS

A. South Woodstock Engineering Evaluation

Mr. Swanson stated every twenty years every wastewater treatment plant needs a certified engineering report conducted per state and federal regulations. These reports have been done for the main plant and the Taftsville plant.

MOTION by Ms. Howe to approve the contract to hire Stantec to conduct an engineering evaluation on the South Woodstock Waste Water Treatment Plant.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, passed unanimously.

B. Request for Sewer Connection

1. 853 East Woodstock Road-Blake

Mr. Swanson stated that this request will require boring under Route 4. The contractor is the applicant but the owners have signed the form and there is sufficient capacity.

MOTION by Mr. Sutherland to approve the sewer connection for Parcel 05.01.13-853 East Woodstock Road, as presented.
SECONDED by Ms. Howe
DISCUSSION None
VOTE 4-0-0, passed unanimously.

VIII. APPROVAL OF MINUTES- Meeting of September 20, 2016

Unable to find any errors, Mr. Doten entertained a motion.

MOTION by Mr. Doten to approve the minutes of September 20, 2016.
SECONDED by Ms. Howe
DISCUSSION None
VOTE 4-0-0, passed unanimously.

IX. OTHER BUSINESS

A. Review Financial Report

The Board reviewed the Financial Report.

B. Manager's Evaluation

MOTION by Mr. Sutherland to adjourn to Executive Session for the annual evaluation of the Municipal Manager at 7:03PM.

SECONDED by Ms. Howe

VOTE 4-0-0, passed unanimously.

MOTION by Ms. Howe to come out of Executive Session at 7:10PM

SECONDED by Mr. Sutherland

VOTE 4-0-0, passed unanimously.

X. REVIEW EXPENSE WARRANTS

XI. ADJOURNMENT

MOTION by Mr. Holt to adjourn the meeting at 7:14PM.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, passed unanimously.

Respectfully submitted,

Lynn Ellen Beach

Preston Bristow, Chair, Bob Holt, John Doten, Margareta Howe, L.D. Sutherland