

**SELECT BOARD
SPECIAL MEETING
April 15, 2016
8:00 A.M.
Woodstock Town Hall**

APPROVED MINUTES

PRESENT: Grettie Howe, John Doten, Bob Holt, Phil Swanson and Lynn Beach

OTHERS PRESENT: Michelle Fields, Jay Morgan

I. CALL TO ORDER

Mr. Holt called the meeting to order at 7:58AM.

II. LIQUOR LICENSE RENEWALS

Liquor license renewals for eight liquor establishments were received for review and approval.

MOTION by Mr. Doten to approve the liquor license renewals for: Pizza Chef, The Prince and the Pauper, Jackson House Inn, Woodstock Hops N'Barley, Woodstock Inn, KVI Holdings, LLC, Pi Restaurant and Ruth's Table, as presented.

SECONDED by Ms. Howe

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

Jay Morgan, Town Clerk, spoke to the Select Board regarding new approval procedures for Outside Consumption Permits for approved First Class Liquor License holders. The State requires approval of these permits by the Town Clerk. Mr. Morgan would like to present such requests before the Board prior to his signing.

MOTION by Ms. Howe to approve the Outside Consumption Permit for Pi Restaurant as presented by the Town Clerk.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

III. DRUG & ALCOHOL POLICY

The Board reviewed the Drug & Alcohol Policy which only applies to employees who are Commercial Motor Vehicle Drivers with a CDL license. This is a State and Federal law which the Town's insurance carrier would like to have instituted.

MOTION by Ms. Howe to approve the Drug & Alcohol Policy for CMV Operators as presented.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

IV. OVERWEIGHT TRUCK PERMITS

The Permit requests were reviewed by the Board.

MOTION by Mr. Doten to approve the Overweight Truck Permit requests as presented.

SECONDED by Ms. Howe

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

V. CONTRACT FOR AUDIT SERVICES

Mr. Swanson stated that the audit firm of Mudgett, Jennet & Krogh-Wisner, P.C has a three-year contract with the Town. This document is an annual renewal contract for the Board to review and approve. There are no changes as per previous year.

MOTION by Ms. Howe to approve the annual renewal contract between Mudgett, Jennet & Krogh-Wisner, P.C and the Town of Woodstock, as presented.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

VI. OPEN MEETING LAW-WARRANTS

The modification would be for the Select Board to designate one (or more) member(s) to sign the weekly warrant for paying the bills and payroll. Which will be followed up with our usual procedure of full board signing of the warrant at the monthly meeting. This is authorized in VSA Title 24 section 1623.

MOTION by Bob Holt to appoint Grettie Howe to sign the weekly warrants for paying the bills and payroll.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

VII. REVIEW AND SIGN WARRANTS

The Board reviewed and signed warrants.

VIII. BID TABULATIONS-

A. Road Side Mowing-

Mr. Swanson stated they had only one vendor respond to the Road Side Mowing 2016 bid, for a three-year contract with annual renewals.

Proposed- Fullerton Property Service, Inc.- \$19,000/year

\$57,000 for summer 2016, 2017, 2018

MOTION by Ms. Howe to approve the Road Side Mowing 2016 three-year contract with annual renewals from Fullerton Property Service, Inc. for \$19,000 per year and \$57,000 for summer 2016, 2017, and 2018, as presented.

SECONDED by Mr. Doten

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

VIII. ADJOURNMENT

MOTION by Ms. Howe to adjourn the meeting at 8:15AM.

SECONDED by Mr. Holt

DISCUSSION No Discussion

VOTE Passes unanimously, 3-0-0.

Respectfully submitted,
Lynn Ellen Beach

Preston Bristow, Chair

Bob Holt

John Doten

Margaretta Howe

L.D. Sutherland