

**TOWN OF WOODSTOCK
SELECT BOARD
MEETING
November 21, 2017
6:00PM
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

Present: Bob Holt, L.D. Sutherland, Jill M. Davies, Sonya Stover, Phil Swanson and Lynn Beach

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Per Capita Dispatch Fees

Mr. Swanson stated that the Town of Woodstock has contracts with the following towns to provide communications-dispatch services:

Bridgewater and Pomfret.

MOTION by Ms. Davies to accept the annual per capita increase of \$.50 per capita for a total of \$2.00 per capita for the 2018 - 2019 fiscal year for dispatch services.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed.

B. Per Capita Ambulance Fees

Mr. Swanson stated that the Town of Woodstock has contracts with the following towns to provide ambulance services for all or a section of their towns:

Bridgewater, Pomfret, Hartland, Plymouth, Reading

MOTION by Mr. Sutherland to accept the annual per capita increase of \$1.00 for a total of \$33.00 per capita for the 2018-2019 fiscal year for ambulance services.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

III. CITIZEN COMMENTS

None

IV. OLD BUSINESS

A. Billings Park Commission Vacancy

Ms. Alison Clarkson introduced Don Wheeler, who are members of the Commission. She requested that the Board consider appointing both candidates to increase the Commission numbers from 5 to 6 members to allow for future vacancies.

Mr. Sam Segal introduced himself to the Board and expressed his interest in becoming a member of the Commission.

Mr. Joshua Pauly was also interested in becoming a member. He was interviewed during the September meeting.

MOTION by Mr. Sutherland to appoint Joshua Pauly and Sam Segal to the Billings Park Commission, thereby increasing the membership to six (6) members.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed

B. Green Mountain Power-Petition for Pole & Wire Replacement

Mr. Swanson stated the Green Mountain Power is requesting the relocation of poles adjacent to Happy Valley and Sugar Hill Road.

The Board had a site walk in November.

C. Net Metering Solar Project-Norwich Solar

Mr. Kevin Davis, Commercial Sales Representative of Norwich Solar, provided additional information about the net metering project, which would allow the Town of Woodstock to offset a significant portion of the electric usage with solar power that is developed and financed by a private investor. He estimated the amount of savings in the first year at a little over \$13,000. Chairman Holt asked about responses to the RFP.

Mr. Swanson received one response from Green Lantern Solar whose proposal did not meet similar cost savings and location of solar arrays.

MOTION by Ms. Davies to authorize the Municipal Manager to enter into a Power Purchase Agreement with Woodstock Solar, LLC, as presented.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

V. NEW BUSINESS

A. Recognition of David Brown's Service-EC Fiber Governing Board

Mr. Holt and the Select Board recognized David Brown for his years of service on the ECFiber Governing Board. A formal recognition will occur at Town Meeting as Mr. Brown was not able to attend the meeting.

B. Interview-EC Fiber Governing Board Vacancy

A vacancy for an alternate on the ECFiber Governing Board has opened up. There were two letters of interest received. The Board conducted interviews of Mr. Daniel Orcutt and Mr. William McGowan.

MOTION by Mr. Sutherland accept Mr. Daniel Orcutt and Mr. William McGowan as alternates representing Woodstock on the ECFiber Governing Board.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

VI. PERMITS

A. Liquor License-Kedron Valley Inn

Due to a change in ownership of the Kedron Valley Inn, a new liquor license approval is requested. Ms. Beach verified that all taxes are current.

MOTION by Ms. Stover to approve the liquor license for the Kedron Valley Inn as presented.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed

VII. ENERGY EFFICIENCY

Ms. Davies stated that energy audits have been conducted and two projects have been identified which would provide energy savings in the municipal buildings.

1. WWTP Lighting-

This project included the replacement of interior and exterior lighting with energy efficient lighting. There is an incentive from Efficiency Vermont if project is completed by December 31st. The cost of fixtures is approximately \$13,000 before rebates. Electricians cost is in addition to the cost of the fixtures.

Discussion and Vote under Item IX. Board of Sewer Commissioners

2. Municipal Buildings Upgrades to Reduce Energy Use-

This project involved a walk through of each municipal building by the company Zero by Degrees. There are recommendations for six buildings, which are low cost and do not require further analysis. Projects include weather stripping, insulation and lighting upgrades. The current recommendations to be considered would cost approximately \$18,000, before lighting rebates.

MOTION by Mr. Sutherland, who believes in setting an example for energy efficiency, to approve the requested recommendations, with funding to come from the Select Board contingency fund.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

VIII. ECONOMIC DEVELOPMENT COMMISSION

Mr. Barry Milstone, co-chair of the EDC presented an update for the Board. They are looking at engaging a part-time contract person to be an economic vitality coordinator directed and paid for by the EDC. He stated a more formal presentation will be forthcoming.

IX. BOARD OF SEWER COMMISSIONERS

A. 2017 Sewer Billing Adjustments

The Board was presented with Sewer Bill Adjustments for 2017.

MOTION by Mr. Sutherland to approve the suggested adjustments to the sewer bills, as presented.

SECONDED Ms. Stover

DISCUSSION None

VOTE 4-0-0, Passed.

B. Sewer Connection Request

The Board reviewed a request for a new connection at 125 Eaton Place. There is capacity and the application fee has been received.

MOTION by Ms. Stover to accept the application for a new sewer connection at 125 Easton Place, as presented.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

*The Board reviewed and discussed the energy saving recommendations for the WWTP Lighting as outlined under Item VII, Energy Efficiency.

MOTION by Ms. Davies to authorize the spending from the WWTF construction fund for lighting upgrades at the Waste Water Treatment Plant, to include the replacement of interior and exterior lighting with energy efficient lighting.

SECONDED by Mr. Sutherland

DISCUSSION None

VOTE 4-0-0, Passed.

X. APPROVAL OF MINUTES- Meeting of October 17, 2017 and November 14, 2017 (Joint)

MOTION by Mr. Sutherland to approve the minutes of October 17, 2017 and November 14, 2017.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 4-0-0, Passed.

XI. OTHER BUSINESS

A. Review Financial Statement

The Board will review the Financial Statement.

XII. REVIEW EXPENSE WARRANTS

XIII. ADJOURNMENT

MOTION by Mr. Sutherland to adjourn pending the signing of Expense Warrants at 7:26PM.

SECONDED by Ms. Stover

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