

TOWN OF WOODSTOCK
SELECT BOARD
July 17, 2018
6:00PM
Woodstock Town Hall
Minutes

Present- L.D. Sutherland, Jill M. Davies, Sonya Stover, Mary Riley, John Doten, Phil Swanson and Beth Fish

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Temporary Bridge Easement Agreement for Densmore Hill Rd.

- i. Mr. Swanson explained that the temporary bridge will be placed downstream of the existing bridge and will allow for regular traffic to access Densmore Hill Road without having to take a long detour, and it would also allow for Emergency Vehicles to get to any incidents on Densmore Hill in a timelier manner, where the detour would delay response times.

MOTION by Mr. Doten to approve the temporary bridge easement agreement between Lisa D. Holt and the Town of Woodstock.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 5-0-0, Passed.

B. Remote Hub Lease Agreement at Station 2

- i. A copy of the Remote Hub Lease Agreement between ValleyNet, Inc. and the Town of Woodstock was presented to the Select Board. The Lease would include a 10' X 10' area behind the fire station at 1132 West Woodstock Rd. The premises would be used to occupy an EC Fiber Hub.

MOTION by Ms. Davies to approve the Remote Hub Lease Agreement between ValleyNet, Inc. and the Town of Woodstock.

SECONDED by Ms. Stover

DISCUSSION None

VOTE 5-0-0, Passed

C. Investment Advisory Group

i. Group Performance Update

1. Ms. Quasman and Ms. Davies summarized the Quarterly Report ending June 30, 2018 stating that the fund is performing as well as the market with the new decisions, with a marked reduction in costs.

III. CITIZEN COMMENTS

- A. Senior Solutions representative spoke on ending elder abuse and the need for more support in the state.
- B. Joe DiNatale praised firefighters for response yesterday to the fire at Pi Restaurant.

IV. ECONOMIC DEVELOPMENT COMMISSION

A. General Discussion

- i. Mr. Weschler will be resigning at the end of August. He will send in a resignation letter.
- ii. Mr. Kimball and Ms. Cooke have both stepped up to be co-chairs of the commission with Mr. Weschler's resignation.
- iii. A handout was disbursed to the Select Board with a list of grant requests that were approved by the EDC, a summary report explaining income and expenses and unallocated funds, and a budget comparison for 2015-2019.
 1. The EDC has some larger grants/projects coming down the pipe and are preparing for those opportunities.
- iv. The due date for the next grant cycle is September 2018.

- v. The list of grants was read by Mr. Weschler including the Student Employment Project, Jazz on a Sunday Afternoon Concert Series, Bookstock 2018 and East End Eats.
 - 1. Ms. Davies asked a question about Bookstock and how they can be sustainable in the future when they have no revenue.
 - a. Ms. Miller responded that the EDC requested that Bookstock look at their financial status and books and look at how they can be sustainable in the future.

MOTION by Ms. Stover to approved the grants for the four projects presented by Mr. Weschler including \$3,000 to Student Employment Project, \$1,000 to Jazz on a Sunday Afternoon Concert Series, \$3,500 to Bookstock 2018, and \$2,000 to East End Eats.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 5-0-0, Passed.

B. Interviews – The Select Board received letters of interest from 4 residents.

- i. Ray Bourgeois and Jon Spector were in attendance for interviewing. All other applicants were not present at the meeting.
- ii. The board will discuss the applicants during the executive session, as only one position is currently open on the board.

V. INVESTMENT ADVISORY GROUP

A. Interviews – The Select Board received letters of interest from 4 residents.

- i. Mark Hall and Patrick Proctor were in attendance for interviewing. All other applicants were not present at the meeting.

MOTION by Ms. Stover to approve Mark Hall and Patrick Proctor to the Investment Advisory Group.

SECONDED by Ms. Riley

DISCUSSION NONE

VOTE 5-0-0 Passed

VI. OLD BUSINESS

A. Special Projects

- i. Town Hall, Paved Roads and Sidewalks, Capital Budget, and Emergency Services Building
 - 1. Town Hall Rejuvenation
 - a. Last year the Select Board started working on the Energy Efficiency of the building. The building is in need of repair and small improvements have been turning into larger project needs, as the building is not in good repair.
 - 2. These are all long term (10-20 year) projects and Capital Budget will play an integral part in how these projects are accomplished.

B. Transfer School Property to Unified School District

- i. Mr. Swanson sent the Select Board a MEMO with an attached email from a VLCT Attorney regarding the need to comply with ACT 46, which was voted on and accepted in 2016 during town meeting day by the voters of Woodstock.
- ii. Board has asked Phil to move forward with the drafting of a Quit Claim Deed for Select Board approval.

C. Summer Paving

- i. A handout was given to the board with the schedule of paving which will take place in late July/early August.
- ii. BOND ST.
 - 1. Mr. Sutherland asked Mr. Swanson to move ahead with paving the street and removing sidewalk lip down to road level.

MOTION by Mr. Doten to approve the proposed schedule of paving.

SECONDED by Ms. Davies

DISCUSSION NONE

VOTE 5-0-0, Passed.

VII. NEW BUSINESS

A. General Discussion Norman Williams Public Library

- i. Ron Miller was present to discuss the library’s budget summary, and also handed out was data on the circulation of materials from 2017 and 2018.

B. Open Meeting Law

- i. No Action Needed

C. VTRANS Bridge 19 (Route 12 North Bridgewater Brook) Scoping Report

- i. Schedule Public Hearing
 - 1. Informational meeting – 30 minute meeting request, scheduled for August Select Board Meeting.

D. Review Specs for equipment purchases

- i. Manager’s Pickup
 - 1. Ford motor gives municipal discount which is why most of the town vehicles are Ford.
 - 2. The quotes should be for cash outright and loan, just like the backhoe.
- ii. Backhoe
- iii. Select Board read through and is okay with the specs as written, for both vehicles.

E. Discussion of North St. Retaining Wall

- i. The retaining wall has settled down about 4 inches in the past 2 weeks.
- ii. The town has to keep 1 lane open for emergency vehicles and residents to come and go.
- iii. Shoring the road using H-Piling would go in the middle of the road to support the road.
 - 1. Estimated \$35,000 addition to the cost.
- iv. Board has agreed to move forward with the shoring of the road, and the repair of the stone retaining wall.

F. Town Hall Air Conditioning is in Failure.

- i. Mr. Swanson has contacted Control Technologies for quotes on a new system of the same size, a larger system as the current one is undersized, and to add a diverter to the system in the conference room to allow AC to go to the office during business hours, and then switch it back to the conference room when needed.

VIII. PERMITS

A. Overweight Truck Permits

MOTION by Mr. Doten to approve the overweight truck permit for Coffin Trucking.

SECONDED by Ms. Riley

DISCUSSION None

VOTE 5-0-0, Passed.

B. Liquor License-Change of Ownership

- i. Jackson House Inn
- ii. The Daily Catch formerly Ruth’s Table.

MOTION by Ms. Stover to approved the permits as submitted for Jackson House Inn and The Daily Catch.

SECONDED by Ms. Riley

DISCUSSION None

VOTE 5-0-0, Passed.

IX. BOARD OF SEWER COMMISSIONERS

A. 2018 Compliance Evaluation Report Summary

A handout was given to the Select Board to review.

X. OTHER BUSINESS

A. Financial Report

The Board reviewed the financial report.

XI. APPROVAL OF MINUTES-Meetings from June 19th, 2018 and July 2nd, 2018

MOTION by Ms. Davies to approved the minutes for the June 19, 2018 and July 2 2018 meetings as submitted.

SECONDED by Ms. Riley

DISCUSSION None

VOTE 5-0-0, Passed.

I. EXECUTIVE SESSION

MOTION by Mary Riley to adjourn the meeting into an executive session at 8:15pm.

SECONDED by John Doten

DISCUSSION None

VOTE 5-0-0, passed.

A. Legal

B. EDC member

MOTION by Mr. Doten to adjourn the executive session and return to the meeting at 8:35pm.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 5-0-0

MOTION by Ms. Stover to approve Jon Spector to the EDC board effective September 1, 2018 upon receipt of letter of resignation by Tom Weschler.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 5-0-0

II. REVIEW EXPENSE WARRANTS

XII. ADJOURNMENT

MOTION by Ms. Stover to adjourn the meeting pending review of the expense warrants at 8:52pm.

SECONDED by Ms. Davies

DISCUSSION None

VOTE 5-0-0, Passed.

Respectfully Submitted,
Beth Fish

L.D. Sutherland, Chair

John Doten

Jill M. Davies

Sonya Stover

Mary Riley