**TOWN OF WOODSTOCK**

**SPECIAL SELECT BOARD MEETING**

**December 7, 2018 @ 8:15 AM**

**Woodstock Town Hall**

**MINUTES**

**Present:** Chairman L.D. Sutherland, Sonya Stover, John Doten, Mary Riley, Jill M. Davies, Philip B. Swanson, Beth Fish, and Ray Bourgeois

1. **CALLED TO ORDER**
   1. The December 7th meeting of the Select Board is called to order at 8:18am by Chairman L.D. Sutherland.
2. **TOWN HALL REVIEW OF REPAIR RECOMMENDATIONS**
   1. The Purpose of this meeting is to review the report from Jay White about the exterior of the building. The report is focused on exterior analysis of existing conditions with recommendations as to how to move forward with repairs and in some cases modifications to the existing conditions. This report is based on observations by Vermont Mason, Mike Eramo and Architect Jay White, AIA during the month of September 2018. A full copy of the report was given to the Select Board for review purposes.
      1. A review and discussion of this report was done so that all understood what the findings and recommendations are.
      2. Ms. Davies would like to put this in a bigger context. There is a team of resident volunteers doing a project on Town Hall Rejuvenation.
      3. Chairman Sutherland suggested that the first project should be the removal of the concrete ramp and installation of a grated ramp and landing. Also, for safety reasons, the rise on the main entrance should be looked at as well.
      4. The report given was very thorough and well thought out.
   2. A question was asked about insulating the exterior walls.
      1. The Brick Institute of America does not recommend insulating any brick walls unless it is below grade, as brick is meant to breath and insulation would cause a moisture issue in the brick.
   3. Ms. Stover suggested that a Special Article for Town Hall Renovations be created so that the budget is not increased drastically.
      1. A special article would allow the voters to approve or disapprove without interfering with the operating budget. Also, the Select Board can explain the amount and what needs to happen more easily.
      2. A discussion ensued about how it would be best put before the voter’s and also how much money should be asked for. A lot of work needs to be done, but can be done in steps rather than in one year.
      3. It was suggested that maybe a town/village survey be done prior to budgeting season to see what the tax payers think is a priority for the upcoming budget. Hartford has used this idea already.
      4. Ms. Stover would like to know what the energy savings would be and would it be cost efficient to replace the air handling unit on the back of the building with a new system.
         1. Ms. Davies and Ms. Stover will look into this and try to figure out costs and cost savings.
         2. Mr. Swanson will contact Mr. Penney about a replacement heat pump and AC unit.
      5. Ms. Davies would like to do some work understanding bonds and bond repayment… Would like to see a time scale of all our loans, bonds, and such. Could the Town possibly take on a large bond without increasing taxes?
   4. The Board was asked to take home the report and think about it and it will be added to the agenda for the December 18, 2018 meeting.
3. **OTHER BUSINESS**
   1. Fire Station – A NBF Architects report was given to the Select Board for review. The building is very out of date. NBF is looking for $15,000 to develop conceptual drawings of the proposed new fire station.
      * 1. Ms. Davies would like for Chief Green to come in and explain why he chose NBF over other architects.
   2. Dubois and King
      1. EDC meeting last night had 2 ideas. Pay the money to finish the project or end the project and consider what they have as a great sidewalk study, and in the future changing the EDC contract to add a statement about clarifying the chain of command and a clearer understanding of changes to the contract.

**Motion:** by Ms. Stover to approve the $6750 to finish the Dubois and King study.

**Seconded:** by Ms. Riley

**Discussion:** None

**Vote:** 5-0-0, Passed.

* + 1. WAMBA is seeking federal money to work on the trails by the Aqueduct. They have approached Ms. Stover about getting an endorsement from the Select Board. Ms. Stover will write a letter that the Board will sign.

1. **ADJOURNMENT**

**Motion:** by Ms. Stover to adjourn the meeting at 9:30

**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