

**TOWN OF WOODSTOCK
SELECT BOARD MEETING
January 15, 2019
6:00PM
Town Hall**

Present: Chairman L.D. Sutherland, Sonya Stover, John Doten, Mary Riley, Jill M. Davies (via phone), Philip B. Swanson, Beth Fish, Beth Finlayson, Sally Miller, Ray Bourgeois, Susie Stulz, Roger Logan

I. CALL TO ORDER

- A. The January 15, 2019 meeting of the Woodstock Select Board was called to order at 6:01pm by Chairman L.D. Sutherland.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

- A. New Recorder – Police Chief Blish provided a handout for the Board with a quote and information on why a new recorder is needed.
- i. Acorn Recording Solutions of Plaistow, NH provided a quote for a new recorder for phone and radio communications in the amount of \$11,302.56.
 1. The recording machine quoted is currently used by many dispatch centers in the area including; VSP, Hartford, Lebanon, Hanover, Claremont, and DHART.
 - ii. The overall cost and maintenance package for this system is less expensive than the current system in place.
 - iii. The money is available in the capital reserve fund under dispatch equipment. It is not in the budget for this year, but the money is available and it wouldn't affect tax payers. It is a possibility that the current recorder will fail prior to the new fiscal year.

Motion: by Ms. Riley to approve the \$11,302.56 expense as submitted by Acorn Recording Solutions on January 2nd, 2019.

Seconded: by Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

III. ECONOMIC DEVELOPMENT COMMISSION

- A. An update was provided to the Board with one request for action by the Select Board.
- B. The Board was asked to approve an allocation of \$25,000 to Community Workshop to complete the community visioning project.
- i. The visioning group received five proposals for the facilitation. The committee reviewed all the applications and ranked them with a rubric. They recommended Community Workshop/ Rebecca Sanborn Stone. She has worked with Bethel and a number of other Vermont communities. The committee ranked her proposal high because she works with

communities to tailor the process to fit their community. All eight EDC members voted to approve \$25,000 for Community Workshop for community visioning.

1. Ms. Davies has some reservations that we keep spending money on studies and not on actual things.
 - a. One of the goals of the project is to engage community members.

Motion: by Ms. Riley to approve the expenditure of \$25,000 of EDC funds to the Community Workshop for community visioning.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

IV. OLD BUSINESS

A. Review Changes to Processes and Procedures for Boards, Commissions, & Committees.

- i. Keri Cole and Ms. Davies have been working on this project.
- ii. Chairman Sutherland would like to talk to the Board chairs to have their input on this. Ms. Davies and Ms. Riley agree.
- iii. Ms. Davies would like to establish the principles now and continue to work on this.
- iv. The Select Board is considering adopting these processes and procedures for Public Boards, Commissions, and Committees for the Town and Village of Woodstock.

V. NEW BUSINESS

A. Review Fire Truck Loan Bids

- i. One bid was received for this. Mascoma Bank submitted a bid for \$300,000 with a fixed interest rate of 3.15% with a 5-year term. The annual payment of principal and interest will be approximately \$65,788.

Motion: by Ms. Riley to approve the proposal of Mascoma Bank for a loan of \$300,000 for a fire truck with a fixed interest rate of 3.15% with a 5-year term and an annual payment of principal and interest of approximately \$65,788.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

B. Approve Cert. of Highway Mileage for YE February 10, 2019 for VTRANS

- i. This is how State Aid is determined. The Board needs to sign off on the mileage report provided by VTrans.

Motion: by Ms. Davies to approve the Certificate of Highway Mileage Year Ending February 10, 2019 as submitted.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

- C. Review of Draft of Proposed Public Health & Safety Ordinance for Town & Village
 - i. Ms. Davies and Keri Cole have been working on this after a joint meeting where they were assigned to look into this. The Vermont League of Cities and Towns (VLCT) has a dangerous buildings model, whereas St. Albans has a dangerous buildings and properties ordinance.
 - 1. This draft is just for information at this stage and if anybody has input, it would be greatly appreciated.
 - ii. Ms. Miller has asked that a copy be sent to the Planning Commission for their review and input. Ms. Davies will email a copy to Ms. Miller.

VI. PERMITS

- A. Overweight Truck Permits

Motion: by Mr. Doten to approve the overweight truck permit as submitted.

Seconded: by Ms. Riley

Discussion: None

Vote: 5-0-0, passed.

- B. Liquor Licenses

Motion: by Ms. Stover to approve all liquor licenses as submitted.

Seconded: by Mr. Doten

Discussion: None

Vote: 5-0-0, passed.

VII. BOARD OF SEWER COMMISSIONERS -None

VIII. OTHER BUSINESS -None

IX. CITIZEN COMMENTS

- A. Ms. Finlayson – 45,987 people used the Welcome Center in 2018. This is up from 39,800 in 2017.
- B. Ms. Stulz and Mr. Logan asked about how Town Meeting Day worked and how Australian Ballot voting worked.
 - i. A brief overview of how Town Meeting Day will happen and what Australian Ballot voting is was given by the Board.
 - ii. Ms. Miller suggested that they reach out to Vermont League of Cities and Town, as they have a lot of useful information on how Town Meeting works.
- C. Ms. Miller presented a request from Ann Macksoud to have an article placed on the Town Meeting Warning regarding Climate Solutions Resolution.
 - i. Chairman Sutherland would suggest that it be brought up on the floor during the annual Town Meeting.
 - ii. There is not Australian Ballot voting for this due to no request of monies.
 - iii. Ms. Stover would like to have this put into the Town Report so that the Town Voters have all of the information.
 - iv. This resolution will be presented in towns all over the state at Town Meeting Day.

The Board all agreed to put this on the warrant for the Annual Town Meeting.

X. APPROVAL OF MINUTES from December 18, 2018

- i. Ms. Davies suggested two changes to the meeting minutes from December 18, 2018
 1. Fire Station Proposal by NBF
 - a. Emergency Services Building Proposal by NBF
 2. Ms. Davies is concerned that NBF will expect to continue to be the only architect on this project. So, they would control everything.
 - a. Ms. Davies is concerned that we are approving a proposal for an architectural firm without due diligence. If NBF is to continue as architect on this project, as is the Town's customary procedure, they will be paid many hundred thousands of dollars.

Motion: by Ms. Riley to approve the minutes as submitted with the changes mentioned above.

Seconded: by Mr. Doten

Discussion:None

Vote: 5-0-0, passed.

XI. BUDGET WORKSHOP

- A. The Board agreed to meet to sign the warrant and approve the budget on January 23, 2019 at 7:30am.

XII. REVIEW EXPENSE WARRANTS

XIII. ADJOURNMENT

Motion: by Ms. Stover to adjourn the meeting at 7:06 pending review of expense warrants.

Seconded: by Ms. Riley.

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

L.D. Sutherland, Chair
John Doten
Jill M. Davies
Sonya Stover
Mary Riley