

**TOWN OF WOODSTOCK
SELECT BOARD MEETING**

March 06, 2019

8:30AM

Town Hall

Minutes

Present: Chairman L.D. Sutherland, Mary Riley, Jill Davies, Sonya Stover, John Doten, Philip B. Swanson, Beth Fish, Michael Brands, Nick Ferro, Larry Niles, Brad Prescott, Wade Treadway

I. CALL TO ORDER

Chairman Sutherland called the March 6th, 2019 meeting of the Select Board to order at 8:30am.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

- A. Wastewater Treatment Plant Re-roofing Project.
- B. Request for sewer adjustment –Mary Beth Brand

Motion: by Ms. Riley to approve these additions to the agenda and discuss them later in the meeting under Board of Sewer Commissioners.

Seconded: Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

III. REORGANIZATION OF THE BOARD

Motion: by Mr. Doten to appoint Mr. Sutherland as chair of the Select Board.

Seconded: by Ms. Stover.

Discussion: None

Vote: 5-0-0, passed.

Motion: by Mr. Doten to appoint Ms. Riley as vice chair of the Select Board.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

IV. ADOPT NEWSPAPERS OF RECORD

Motion: by Ms. Riley to adopt Vermont Standard as the primary newspaper of record and the Valley News as the secondary.

Seconded: by Mr. Doten

Discussion: None

Vote: 5-0-0, passed.

V. ECONOMIC DEVELOPMENT COMMISSION

- A. Interviews for the open position on the EDC expiring 2022.
 - i. Nick Ferro – Was on the Board for the first year.

- 1. Mr. Ferro wants to work to keep Woodstock the way it is. He left the EDC after that first year, due to his term being up. He was interviewed by the Select Board and a copy of his application was distributed to the Board prior to the meeting.

- ii. Larry Niles – Has lived and worked in Woodstock for 49 years.
 - 1. Mr. Niles is interested in attracting new businesses to Woodstock, as well as supporting local initiatives, housing solutions, and reviving downtown. He was interviewed by the Select Board and a copy of his application was distributed to the Board prior to the meeting.

Motion: by Ms. Stover to approve Larry Niles to the open EDC position with term ending 2022.

Seconded: by Mr. Doten

Discussion: none

Vote: 5-0-0, passed.

VI. OLD BUSINESS - None

VII. NEW BUSINESS

A. Renew Agreement with Auditor

- i. A copy of the proposed agreement was distributed to the Select Board for review.

Motion: by Ms. Riley to approve the contract as submitted for the audit of the Town fiscal year ending June 30, 2019.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

B. Agreement for Structural Evaluation of the Village Garage

- i. Schaal Engineering, P.C. – A structural evaluation of the Village Garage will be performed and a report with photographs and sketches will be given.

Motion: by Ms. Stover

Seconded: by Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

C. Town Hall -STS Engineers logistical coordination for structural investigation

- i. The proposal included the specification for a test pit to be dug by someone other than STS Engineers. Mr. Swanson is recommending that we hire Harry Bumps for this job, as he has done a lot of work for the Town in the past and is capable of completing this job.
 - 1. Dig-safe will be called in prior to the test pit being dug to identify any pipes or wires.
 - 2. The driveway down to the back parking lot would have to be dug up.

Motion: by Ms. Davies to move ahead with the test pit that STS is recommending.

Seconded: by Ms. Stover.

Discussion: None

Vote: 5-0-0, passed.

D. Municipal Appointments

- i. Emergency Management – no request for re-appointment
 - 1. The Select Board decided not to fulfill this position at this time as Mr. Swanson is the Coordinator on the State Level for the Town of Woodstock.
- ii. Tree Warden – Don Wheeler
- iii. Inspector of Lumber -Fred Barr

- iv. Delinquent Tax Collector – Philip B. Swanson
- v. Town Service Officer – Philip B. Swanson
- vi. Truant Officer – Jessica Ryan-Leblanc
- vii. Pound Keeper – Kelly Linton
- viii. TRORC Representative – Don Bourdon
- ix. GUVSWMD Representative – Philip B. Swanson
- x. Capital Budget Committee – Roy Bates, Tom Debevoise, Jonathan Wilson, Matthew Maxham, Mary Riley
- xi. Development Review Board – Don Bourdon and 2 Vacancies (2020, 2022)
 - 1. Wade Treadway – has been a resident since 1989. He was involved in Planning Commission from 1990-2001, prior to the conception of the Development Review Board. He is a building consultant and realtor and is familiar with Zoning Regulations.
 - 2. Brad Prescott – is an architect who has been practicing for over 25 years. He has attended a TRDB meeting and believes that cooperative and collaborative design is important. Maintaining the character of the town is also important. He is just stepping off the High Horses Therapeutic Board and looking for a new volunteer opportunity.

Motion: by Ms. Stover to appoint Mr. Treadway to the Town Development Review Board term ending 2022 and Mr. Prescott to the Town Development Review Board for the term ending 2020.

Seconded: by Ms. Riley

Discussion: None

Vote: 5-0-0, passed.

- xii. Conservation Commission – Al Alessi, Cyndy Kozara
- xiii. Planning Commission – Sally Miller; Chair, Michael Pacht
 - 1. Patrick Fultz has submitted an application to be on the Planning Commission, but there are no current openings at this time.
- xiv. So. Woodstock Design Review Board – Charles Humpstone
- xv. Fence Viewers – Fred Barr, Richard Roy, Joseph Lucot
- xvi. EDC – Barry Milstone, Julia Cooke; co-chair, Vacancy
- xvii. Billings Park Commission – Alison Clarkson, Christopher Lloyd, Don Wheeler, Joshua Pauly, Sam Segal

Motion: by Ms. Stover to approve the list of appointment as submitted with the exception of Ingrid Moulton Nichols on the Town Development Review Board who does not wish to be re-appointed and Barry Milstone until some concerns are investigated.

Seconded: by Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

E. EC Fiber Delegate Interview

- i. David Brown – Founding members of EC Fiber.
 - 1. He had a one-year arrangement that ended in October with Valley Net, therefore Mr. Brown was not available to be on the governing Board as a representative for the Town of Woodstock but now he is and is interested in the position.
- ii. The Select Board would like to advertise the open EC Fiber Delegate Position.

F. Larry Curtis Road Cell Tower Update -FYI

- i. No action was necessary on this topic, it was more of an informative update about the tower.

VIII. PERMITS

A. Point to Point Ride

Motion: by Ms. Stover to approve the Point to Point Ride.

Seconded: by Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

B. Overweight Truck Permits

- i. Markowski Excavating, CSE Inc., Bethel Mills, Champlain Construction, Whispering Meadows Farm

Motion: by Mr. Doten to approve all overweight truck permits as submitted.

Seconded: by Ms. Riley

Discussion: None

Vote: 5-0-0, passed.

C. Liquor Licenses

- i. Woodstock Inn (Multiple Permits), Cumberland Farms, Lincoln Inn, Soulfully Good
- ii. March 15th are when the liquor licenses are due back to the Town Clerk. We will be calling a special meeting to have the remaining one's signed.

Motion: by Mr. Doten to approve all liquor licenses as submitted.

Seconded: Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

IX. BOARD OF SEWER COMMISSIONERS

A. Taftsville Sewer Plant Refurbishment Project – Review Bid Tabulation and Recommendation

- i. Stantec was contracted to solicit bids for the Taftsville Sewer Plant Refurbishment Project and make a recommendation. After reviewing the bids Stantec is recommending Neil H. Daniels Inc. with a total construction cost of \$274,000.

Motion: by Mr. Doten to approve the bid by Neil H. Daniels Inc. for \$247,000 for the Taftsville Sewer Plant Refurbishment Project.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

B. WWTP Roof Replacement

- i. TR Fellows Engineering and Barrett Architecture are working together to prepare bid documents for the WWTP Roof replacement. The roof hasn't been replaced in decades and in addition to replacing it, the roof will be upgraded and rated for solar panels if wanted in the future. A request for \$6,900 was submitted to finish the plans for the roof.

Motion: by Ms. Stover to approve the \$6,900 to move forward with the project.

Discussion: Ms. Riley

Discussion: None

Vote: 5-0-0, passed.

C. Mary Beth Brand – Sewer Tax Rate Adjustment for Parcel 05.02.04-011

- i. Ms. Brand is currently paying for a 2-person occupancy on her sewer bill. She has submitted a letter requesting an adjustment, as her husband died in May of 2018 and it is just her in the home now.

Motion: by Ms. Davies to approve the adjustment to a single person occupancy for parcel 05.02.04-011.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

X. OTHER BUSINESS

A. Chairman Sutherland will not be present for the April 2019 meeting.

- i. Ms. Davies will be calling in for the April 2019 meeting.

B. There is a Joint meeting on March 21, 2019 for Dubois & King presentation of the Revitalization Project.

C. There is no Select Board meeting on March 19, 2019, as the meeting was held today.

XI. CITIZEN COMMENTS

XII. APPROVAL OF MINUTES from February 19, 2019

Motion: by Ms. Stover to approve the minutes as submitted.

Seconded: by Mr. Doten

Discussion: None

Vote: 5-0-0, passed.

XIII. REVIEW EXPENSE WARRANTS

XIV. ADJOURNMENT

Motion: by Ms. Riley to adjourn the meeting at 10:13am.

Seconded: by Ms. Stover

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

L.D. Sutherland, Chair

John Doten

Jill M. Davies

Sonya Stover

Mary Riley