

**TOWN OF WOODSTOCK  
SELECT BOARD  
APRIL 17, 2020  
9:00 AM  
CONFERENCE CALL  
MEETING  
MINUTES**

**Draft Minutes subject to approval**

**Present:** Chair Mary Riley, Jill Davies, L.D. Sutherland, Keri Cole, William Kerbin, Nikki Nourse, Fire Chief David Green

**I. CALL TO ORDER**

- a. Chair Riley called the Select Board Meeting of April 17, 2020 to order at 9:01am.

**II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA**

**III. OLD BUSINESS**

- a. Continuing COVID-19 Protection
  - i. Manager's Office
    - 1. Mr. Kerbin stated they are continuing with the same protocols.
  - ii. Emergency Services
    - 1. Fire
    - 2. Ambulance
      - a. Chief Green stated EMS has changed a little. There are less calls for minor incidents. There are more calls for flu like symptoms.
  - iii. Police Department
    - 1. Police
    - 2. Dispatch
      - a. The number of police calls has not changed significantly. There have been some food and medication deliveries done by the Police. There were 142 calls, not a big increase. Chief Blish and Chief Green have reached out to Macs Market to encourage employees and customers to wear masks.
      - b. Chair Riley stated she noticed at Maplefields everyone had one on.
      - c. Chief Blish has noticed more people wearing masks. He sent letters to Macs headquarters and attached a letter from the CDC.
  - iv. Listers
    - 1. No change with the Listers.
  - v. Planning & Zoning
    - 1. They are working from home. Meetings have been put on hold until further notice.
  - vi. Town Clerk
    - 1. No change with the Town Clerk.
  - vii. Highway Department

1. There has been an update. They are no longer allowed to do street sweeping. They are allowed to do potholes and grading. Therefore, the Highway Department is hoping to purchase more materials for grading. This way they can continue working and stay on task.
2. Chair Riley stating the reimbursement from FEMA has been approved but they do not know when it will be received.

**Motion:** by Mr. Sutherland to approve the purchase of gravel for the Highway Department.

**Seconded:** by Ms. Davies

**Discussion:** Mr. Kerbin stated it will cost about \$40,000.

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

viii. Sewer

1. They are continuing same protocols. With no street sweeping, this could affect the sewers.
2. Chair Riley stated the Governor is speaking today. He may speak about how soon he will be reducing limitations.
3. Ms. Davies suggested reaching out and requesting that this is lifted. It is operated by one person, so it seems safe.

#### IV. NEW BUSINESS

a. Taxes/Legislative Action

- i. Chair Riley stated that no action has been taken yet, but vote will happen later today. Therefore, they should have more information by early next week. She spoke with Allison and there is a possibility of penalty and interest being excused for a period of time. The state wide property tax is due in June. Taxes are still due May 1. By May 11, they may have a good knowledge on how the town is doing.
- ii. Ms. Davies stated that taxes are collect on May 1<sup>st</sup> and the majority goes to the state to pay education taxes. If we do not receive taxes will will owe the state.
- iii. Chair Riley stated that Beth Fish has put a Q&A on the website and ListServe. This gives information on how you can pay taxes.

b. Planning and Zoning Transition Plan

- i. A new Planning and Zoning Administrator and Town Planner has been hired, Neil Lightner. He has a background in this. He has experience in Vermont and New York City. Michael Brands is retiring May 1. He will reach out to Neil. He will take the time to drive around in separate vehicles and show Neil Woodstock. Mr. Kerbin is keeping close contact with both of them to make sure the transition is smooth.
- ii. Mr. Kahn asked for a resume to be sent to the Trustees.
- iii. Ms. Miller stated the traditionally the Planning Committee appoints the Town Planner. They recommended Neil.
- iv. Chair Riley said a big focus for Neil was cleaning up water ways. He seemed very enthusiastic and excited to start.
- v. Ms. Miller stated that Neil is very excited to get back into this role. It is a three year term. Three Planning Commissioners were involved in the interviewing process.

c. Hartland Ambulance Contract – Yearly Per Capita Rates

- i. Chief Green stated that earlier this year the Town sent out letters about a rate increase to subscribing towns. The town of Harland had a hard time with the increase. They therefore let them come back with an offer. The offer they came back with is \$45.16 per capita. Hartland only has about 12 calls per year. The original proposal would have been \$32,550. Their proposal is about \$21,000. \$33 per capita is what they are currently paying bringing it to \$15,345. They are also considering having Windsor taking over. We also do fire protection for them. Chief Green recommends accepting the \$21,000 offer. There are 465 citizens. Every other town has accepted the proposal. He believes Hartland's proposal is very fair and better than nothing. The other towns have much higher call volumes. Hartland has the ability to use other ambulance services.

**Motion:** by Mr. Sutherland to accept the Hartland Ambulance Contract of \$45,16 per capita.

**Seconded:** by Mr. Doten

**Discussion:** None

**Vote:**5-0-0, passed

## **V. PERMITS**

- a. Melazza
- b. Dr. Coburn's Tonic

**Motion:** by Ms. Cole to approve the Liquor License Renewals for Melazza and Dr. Coburn's Tonic as submitted.

**Seconded:** by Ms. Davies

**Discussion:** None

**Vote:** 5-0-0, passed

## **VI. OTHER BUSINESS - None**

## **VII. CITIZEN COMMENTS - None**

## **VIII. ADJOURNMENT**

**Motion:** by Ms. Cole to adjourn the meeting at 9:51am.

**Seconded:** by Mr. Doten

**Discussion:** None

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