

**TOWN OF WOODSTOCK
SELECT BOARD
APRIL 21, 2020
6:00 PM
CONFERENCE CALL
MEETING
MINUTES**

Draft subject to approval.

Present: Chair Mary Riley, Jill Davies, L.D. Sutherland, John Doten, Keri Cole, William Kerbin, Nikki Nourse, Maggie Fink, Fire Chief David Green, Kerri Bristow, Beth Finalyson, Roger Logan, Marc Weinstein, Jeffrey Kahn, Karim Houry, Allan Stein, Allison Taylor, Lynn Beach, Michael Caduto, Ken Vandenburg, Zoie Parent

I. CALL TO ORDER

- a. Chair Riley called to order the Select Board meeting of April 21, 2020 at 6:08pm.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA – None

III. INTERVIEW FOR SCHOOL BOARD

- a. Maggie Fink
 - i. Ms. Fink stated she moved to Woodstock last year. She has two children currently attending Woodstock schools. She would like to be part of the school system, and part of the community. She has ten years of education experience, and several years' experience in advertising in New York. She has attended school board meetings. Her advertising experience has given her a creative working environment. She could think outside of the box. She is very data driven. She is very organized. She thinks about problems and anticipates them ahead of time. She has been a stay at home mom for 12 years. She has been a part of four different public-school systems, by volunteering with each of them. She has worked with many different groups to get to one common goal.

IV. OLD BUSINESS – None

V. NEW BUSINESS

- a. Appointment of School Board Member – will discuss later in meeting after executive session
- b. Review of Highway Projects and Priorities
 - i. Mr. Vandenburg stated he is looking for direction from the Select Board because of the budget constraints. A lot of projects can be postponed. Some projects cannot be done because they are still waiting for grants. Currently they have \$73,500 in unexpended funds for paving. He recommends working on paving which would cost about \$40,000. He recommends starting mid-June. The rest of the projects can be delayed if requested. They are hoping to pave pleasant st, route 4 to Church St. They have \$150,000 for next year's budget. We could push Pleasant St to next year to save money. They currently have \$30,000 designated to Pleasant St. If we push it to next year, he believes they can get a better price by piggybacking on the state's contractor. They can get an extension for grants to next year. So instead of paving this summer, they could wait until next Spring when the State is doing Route 4.
 - ii. Mr. Sutherland does not believe it is that critical to get Pleasant St done this year and thinks they can wait.
 - iii. Mr. Vandenburg stated that contractors are backed up. However, he has Blacktop committed.

Motion: by Ms. Davies for the Highway Department to do drag paving on Route 4 for \$40,000 and postpone Pleasant St paving until next year.

Seconded: by Mr. Sutherland.

Discussion: Mr. Vandenburg stated that he can show the Select Board what the \$40,000 covers. Ms. Cole would like a site visit when able.

Vote: 5-0-0, passed.

- iv. Mr. Vandenburg then discussed curbing and sidewalks. He is proposing to work with a local contractor with a mini excavator to do the curbing. He is thinking of doing Mountain St bridge on the west side working south. He is hoping to get as far as Pleasant St. The State estimated \$500,000 to do it while paving. The granite curbing will need to be removed. Most of the curbs were never set in concrete. By not resetting, it can get torn up by plows. There are curbs on Route 12, Route 106 and Route 4 that need to be reset.

- v. Ms. Cole stated that they should do as much as they can before paving starts.
- vi. Mr. Vandenburg stated they have \$63,000 but that will not get too far. That is not close to the \$500,000 State estimate.
- vii. Mr. Sutherland suggested starting on Elm St and working South. They have \$63,000 for sidewalks and curbing. He recommends using more of it towards curbing. He suggests \$50,000 towards curbing and \$13,000 towards sidewalks.
- viii. Mr. Vandenburg suggested using \$10,000 for Mt. Avenue sidewalks. He receives the most complaints about those sidewalks.
- ix. Ms. Davies stated that the sidewalks on Elm St and Route 4 are a bigger priority as they have higher traffic volumes.
- x. Ms. Cole asked if more cost is effective to buy or lease.
- xi. Chair Riley stated they lease for large equipment.
- xii. Ms. Davies asked if they could delay the purchase of some equipment.
- xiii. Mr. Vandenburg stated they were supposed to get a loader two years ago. The trucks are on a five-year cycle. He does not recommend the delaying of purchasing trucks.
- xiv. Ms. Davies suggested examining the vehicles to see if they can last a year or more.

Motion: by Mr. Sutherland for the Highway Department to start curbing starting from the Elm St Bridge going South on the West side.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

- xv. Mr. Vandenburg discussed this type of paving should not go beyond mid-September. He has only talked to one contractor. Their schedule is tight right now until September. Blacktop is pretty much booked. Their schedule is filling fast.
- xvi. Ms. Davies suggested not paving and instead fix potholes. Wait until next April to do the paving.
- xvii. Mr. Vandenburg stated they can fill potholes, but it is not really a repair. They could postpone the paving until next June so they will have a large sum of the money for the paving. Right now, they are

spending between \$5,000–\$8,000 a year for pothole repair. This may increase a little. They can only do so much with patching. They would set up the paving work on a Tuesday or Wednesday and only impact one lane of traffic.

- xviii. Ms. Davies asked if the work could be done now.
- xix. Mr. Vandenburg answered no because he would need a full crew. They also do not have a drag box. There is a webinar tomorrow to get clarification on what municipal road crews can do right now.

Motion: by Ms. Davies to table the decision on whether to postpone paving this summer until Spring of 2021 and do patching this year as soon as able.

Seconded: by Ms. Cole

Discussion: none

Vote: 5–0–0, passed

- xx. Mr. Vandenburg discussed the equipment to be purchased. There is a one-ton truck and plow truck. If they order it now, they will not see it for some time. He ordered a plow truck last June and still has not seen it. The one ton has been delayed twice. Neither would arrive before August. He has the specs for the vehicles.
- xxi. Ms. Davies asked if we could delay vehicles for 12 months.
- xxii. Mr. Sutherland is not in favor of that. If equipment breaks down it causes bigger issues for the town.
- xxiii. Mr. Vandenburg stated he puts off maintenance for trucks that are set to leave. There are costly repair bills once the vehicles go off warranty. They trade the vehicles in every five years to get a good trade in value. He stated they would like to have the leaf blower July 1. There are advantages to having one. They use it to clean out ditches and it saves a lot of time. This minimizes maintenances to the roads. In the long run it saves the town money. They cannot rent one. The estimate for one is \$8,500. The Loader takes 30–90 days to get after ordering it. They use it for salt and sanding and other functions. They would make the delivery date for this October.
- xxiv. Chair Riley suggested that after May 11th when they look at the taxes, they can bring this back up at their next regular May meeting.

- xxv. Mr. Vandenburg will send specs and once approved will send it out to bid. There is also the Elm St Bridge. There is a structure grant for \$160,000. They need to paint underneath and repair. There was a bridge inspection down last year that was possible send to Frank Heald. He needs to find out more information on this. The town owns all bridges.
- c. Review of Planning and Zoning Town Planner and Administrative Officer
 - i. They have offered the position to Neal Leitner. This would be a three-year term.
 - ii. Ms. Davies stated that she would like to meet him and invite him to the Friday meeting on April 24.
 - iii. Chair Riley stated they will postpone the decision until Friday.
- d. Proposed Settlement with Cindy Slane
 - i. Chair Riley stated they have not seen any paperwork for this. Listers are working on it. They will table it until another meeting.

Motion: by Ms. Cole to table the decision to approve the proposed settlement with Cindy Slane until another meeting when they have the paperwork for it.

Seconded: by Ms. Davies

Discussion: None.

Vote: 5-0-0, passed.

- e. Tax Legislative Update
 - i. Chair Riley stated that Allison Clarkson and Charlie Kimbell have not informed her of an action on tax penalty and interest. This needs to be taken up by the Senate and then the House, and then the Governor. The Town is still not able to make any decisions regarding penalties and interest with taxes that are still due on May 1. The State education tax payment must be paid at the end of June. The Town must pay the State. If they do not the Town gets penalized. She stated that residents should pay whatever they can. This way the penalty will be less.
- f. Report about the Energy Coordinator Position
 - i. Ms. Davies reported that there are seven towns that voted for the Energy Coordinator. Six of those towns voted to go ahead with this. Pomfret voted against. Fairly will possibly be a part of this. Hours will be divided by how much money is put forth towards the

position. Woodstock and Norwich are putting the most money towards it and therefore will have the most hours dedicated towards their towns. There will be one person from each town to be on a steering committee for this position to guide them. This will be done in July.

- ii. Mr. Houry stated that overtime this position will save the town money. He would like to see how much sustainable savings they will make. He also stated that the town will be quiet for the next couple months. It is a great time to fix the roads that can be fixed. It will not impact traffic.

VI. BOARD OF SEWER COMMISSIONERS

a. Sewer Bill Adjustment – H2JP LLC Sewer Bill – 8 Ford St

- i. Chair Riley stated that this is a three-unit building. Each unit was billed, and the main house was billed again for all three.

Motion: by Ms. Davies to approve the sewer bill adjustment for H2JP LLC sewer bill on 8 Ford St in the amount of (\$10,000).

Seconded: by Ms. Cole.

Discussion: None.

Vote: 5-0-0, passed.

b. Application for Sewer Increase – Matt Seiple – 47 Central St

Motion: by Ms. Davies to approve the application for sewer increase at 47 Central St as submitted by Matt Seiple.

Seconded: by Ms. Cole.

Discussion: None.

Vote: 5-0-0, passed.

VII. OTHER BUSINESS – None

VIII. CITIZEN COMMENTS

- a. Mr. Logan suggested a virtual meet and greet with the Town Manager.

This gives people the opportunity to meet him.

- b. Mr. Kerbin agreed that this would be a good idea to meet residents of the community.

Motion: by Ms. Cole to go into executive session to discuss School Board appointment decision at 7:55pm.

Seconded: Ms. Davies

Discussion: None

Vote: 5-0-0, passed

Motion: by Ms. Cole to leave executive session at 8:14pm.

Seconded: by Ms. Davies.

Discussion: None.

Vote: 5-0-0, passed.

Motion: by Ms. Davies to appoint Kerri Bristow to the School Board position.

Seconded: by Mr. Sutherland.

Discussion: None.

Vote: 5-0-0, passed.

IX. APPROVAL OF MINUTES

a. April 3, 2020 Meeting Minutes

b. April 10, 2020 Meeting Minutes

Motion: by Ms. Cole to approve the Meeting minutes of April 3 and April 10 as submitted.

Seconded: by Ms. Davies.

Discussion: None.

Vote: 5-0-0, passed.

X. ADJOURNMENT

Motion: by Ms. Cole to adjourn the meeting at 8:19pm.

Seconded: by Ms. Davies.

Discussion: None.

Vote: 5-0-0, passed.

Respectfully submitted,

Nikki Nourse