

**TOWN OF WOODSTOCK
SELECT BOARD
JUNE 5, 2020
IMMEDIATELY FOLLOWING JOINT MEETING
CONFERENCE CALL
MEETING
MINUTES**

Draft subject to approval.

Present: Chair Mary Riley, Jill Davies, L.D. Sutherland, Keri Cole, William Kerbin, Nikki Nourse, Jeffrey Kahn, Bill Corson, Allan Stein, Zoie Parent, Tory Littlefield, Beth Fish, Ray Bourgeois, Lynn Beach, Kevin Geiger, Ken Vandenburg

I. CALL TO ORDER

- A. Chair Riley called to order the Select Board meeting of June 5, 2020 at 9:33am.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Deletions

1. Banner at Mill Bridge
2. June 2020 Budget Projection Analysis
 - a. Review Request of School District for Reimbursement of Refund Sent to the Town in Error

B. Additions

1. Architecture fees for brick work on Town Hall

III. OLD BUSINESS

A. End of FY 2020 Financial Review

1. FY 2020 Tax Year Status Report.
 - a. In tax revenue there is \$339,859 outstanding. This is \$75,000 better than last year at this time.
2. June 2020 Budget Projection Analysis – removed

- B. Review Request of School District for Reimbursement of Refund Sent to the Town in Error - removed

IV. NEW BUSINESS

A. Bids

1. One Ton Dump Truck
 - a. Chair Riley stated that there is one bid from Claremont Ford.
 - b. Mr. Vandenburg stated that the bid price does not include the added expense of putting tires on it. He recommends going ahead with the purchase. They will be trading in the 2016 truck.

Motion: by Mr. Sutherland to approve the purchase of the Ford F-550 from Ford of Claremont for \$63,095.00.

Seconded: by Ms. Davies.

Discussion: none.

Vote: 4-0-0, passed.

2. Six Wheel Plow Truck

- a. Chair Riley stated there are two proposals. The first one is from ATG Patriot LLC for a Freightliner 108SD for \$127,338.00. The second one is from J&B International Trucks Inc for a Western Star 4700SB for \$159,627.00.
- b. Mr. Vandenburg recommends the Freightliner. It is cheaper. The Western Star is more money and when doing research discovered the 4700SB is a Freightliner with a Western Star cab. It is not worth the extra money.

Motion: by Mr. Sutherland to approve the purchase of the Freightliner 108SD from ATG Patriot LLC for \$127,338.00

Seconded: by Ms. Cole.

Discussion: Ms. Davies asked if this accepts the purchase price but not the loan agreement that was in the packet.

Mr. Vandenburg will contact them.

Vote: 4-0-0, passed.

B. Review and Approval of Municipal Manager's Office Air Conditioning Installation Quote

1. Chair Riley stated that the total proposal to for the air conditioning installation is \$35,000. This work will provide air conditioning in the Manager's office area. This is something that is important to have in place. All the equipment is listed.
2. Mr. Sutherland stated that on the equipment list he saw an outside compressor.
3. Mr. Kerbin stated that it will be next to the awning roof on the East side of the building, behind the elevator lobby.
4. Mr. Sutherland is concerned about water coming off the roof and hitting the compressor.

Motion: by Ms. Davies to approve the Municipal Manager's Office Air Conditioning Installation Quote in the amount of \$35,000.

Seconded: by Mr. Sutherland.

Discussion: Ms. Riley stated the work will begin in a few weeks

Vote: 4-0-0, passed.

C. Review and Approval of CDBG Enhancement Letter for Housing Study from TRORC

1. Ms. Littlefield stated that they have been working on this for a year and a half. This is a housing study. There are 67 towns involved. It is a study looking at why there is a housing shortage.
2. Mr. Geiger stated that they need to figure out how to overcome the need for housing. A lot of it is due to income of individuals and/or space for housing.
3. Ms. Littlefield stated that the total for this project is \$200,000. They have received most of that. They applied for a grant back in April 2019. They were originally denied. They reapplied in November 2019 and gained about half of what was requested. They were recommended by the state to write an enhancement letter. Technically the Town of Woodstock is the applicant, so they need to send the letter. They are competing against the whole state. There is a good chance of getting the rest of the money with this letter. There is a board meeting with CBGH later this month. The grant agreement should come soon.

Motion: by Ms. Davies to approve the CBGH Enhancement letter for TRORC.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 4-0-0, passed.

D. Regional Energy Coordinator Intermunicipal Agreement

1. Ms. Davies stated that they are looking at a July 1, 2020 start date. There will be a steering committee that will have a representative from each town. They are recommending Neal Leitner to be the representative for Woodstock.

Motion: by Ms. Cole to appoint Neal Leitner as Woodstock's representative on the Steering committee for the Regional Energy Coordinator.

Seconded: by Ms. Davies.

Discussion: none.

Vote: 4-0-0, passed.

E. Banner at Mill Bridge – removed.

F. Resolution to Support Federal Aid to Local Towns and Cities

1. Chair Riley stated that the VLCT sent this to the Town.
2. Mr. Kerbin stated that this is a basic request from VLCT to support aid to localities. This is for the State's ongoing economic crisis and towns need support.
3. Chair Riley stated that this is authorizing VLCT to find and get Federal Aid on our behalf.

V. PERMITS

A. Overweight Truck Permit

1. Theodore Earle – Earle and Company

Motion: by Ms. Cole to approve the overweight truck permit for Theodore Earle contingent on John Doten's approval.

Seconded: by Mr. Sutherland.

Discussion: none.

Vote: 4-0-0, passed.

B. Architecture Fees for Brick Work on Town Hall

1. Ms. Davies stated that the Town Hall has had an issue with the brickwork on the West side of the building. She is looking for an approval for architecture design and engineering. This will be for repairing the brick work and replacing the concrete ramp. She would like to authorize \$4,400 to Jay White the architect.

2. Mr. Sutherland stated he would like to focus on the ramps first.

3. Ms. Davies stated that this will be one project.

4. Mr. Sutherland would like to delay this until he can get back and speak with Jay White and the brick mason. He is leaving tomorrow and will have to quarantine when he backs to Vermont. He would like to discuss this at the next regular meeting.

Motion: by Ms. Cole to authorize money in the amount of \$4,400 to be set aside for the Architecture fees for brick work at the Town Hall until Mr. Sutherland can have a discussion with the architect and brick mason.

Seconded: by Mr. Sutherland.

Discussion: none.

Vote: 4-0-0, passed.

VI. BOARD OF SEWER COMMISSIONERS - none

VII. OTHER BUSINESS

A. Manager's Report – nothing to report

B. Financial Report – nothing to report

VIII. CITIZEN COMMENTS

A. Mr. Corson asked about the protest yesterday at Tribuo Park. Do people need a permit for this?

1. Chair Riley stated that people have always gathered there. They can do it there if it is peaceful and not in the road. Police have said this is a good spot for it. Not that many people can gather there. Anything held on the Green must be approved by the Trustees.

B. Mr. Vandenburg contacted Freightliner. The bid price is not tied to the financing proposal.

IX. APPROVAL OF MINUTES

A. May 15, 2020 Meeting Minutes

B. May 19, 2020 Meeting Minutes

1. Chair Riley stated that there was difficulty opening the minutes. The minutes will be tabled until the following meeting.

X. ADJOURNMENT

Motion: by Ms. Cole to adjourn the meeting at 10:21am.

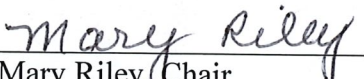
Seconded: by Ms. Davies.

Discussion: none.

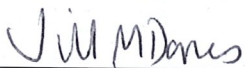
Vote: 4-0-0, passed.

Respectfully submitted,

Nikki Nourse



Mary Riley, Chair



Jill M. Davies



L.D. Sutherland

John Doten

Keri Cole

