

TOWN OF WOODSTOCK
SELECT BOARD
July 6, 2021
10:00 am
Meeting
Town Hall
Agenda

- A. CALL TO ORDER
- B. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA
- C. CITIZENS COMMENTS
- D. MANAGER'S REPORT
- E. Permits
 - 1. Overweight truck permits
 - a. Richard C Sargent
 - b. Eric Thorp
 - 2. Request to Cater Malt, Vinous and/or Spirituous liquors – Cordwood Events LLC – LA Pizza Lupo – Food Truck at East End Park
- F. OLD BUSINESS
 - 1. Faulkner Park Proposal Vote
- G. NEW BUSINESS
 - 1. Appointment of Municipal Manager as Authorized Representative for ARPA Funds
- H. OTHER BUSINESS
- I. Approval of minutes
 - 1. 6/15/21 meeting minutes
- J. ADJOURNMENT

This Meeting will be held in person at Town Hall or by Zoom.

The link to join us by Zoom is:

<https://us02web.zoom.us/j/84782406503?pwd=UXAzWnJxaEE0MzJaMIBKeHJPUjB6QT09>

or from zoom.us you can enter these details to join the meeting

Meeting ID: 847-8240-6503

Password: 247624

You can also download the Zoom app on your smartphone

For those without a computer or smartphone you may call in:

Phone number: 646 558 8656


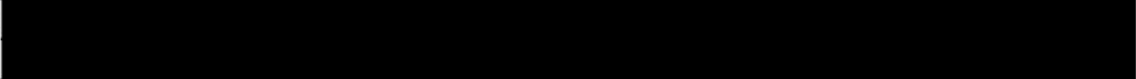
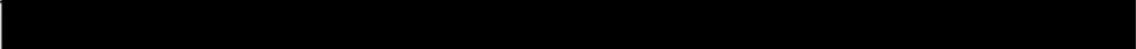
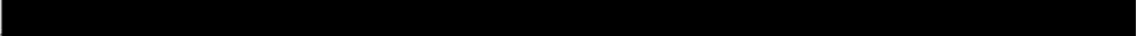
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WOODSTOCK

Vermont Agency of Transportation
Department of Motor Vehicles
Uniform Municipal Excess Weight Permit
SINGLE VEHICLE

Approval is hereby given for the granting of a fleet permit under the provisions of VSA Title 23, Sec. 1400a, and any amendments thereto, covering the operations of motor vehicles over local highways and bridges with gross loads as follows:

Owner: Eric Thorp
Address: 
Mailing: 
Contact: 
Email: 

| Type of Vehicle | # of Axles | Product Carried | Max. Weight Requested | Max. Weight Approved |
|-----------------|------------|-----------------|-----------------------|----------------------|
| <u>Dumpster</u> | <u>5</u> | <u>all</u> | <u>66,000</u> | |

| Year | Make | Registration # | VIN |
|-------------|-------------|-----------------|--------------------------|
| <u>1990</u> | <u>FRHT</u> | <u>121A 761</u> | <u>2FurFDYB5WA936134</u> |

Approved for the following highways (list may be attached): _____

The following restrictions apply (list may be attached): _____

This approval shall be effective for no more than a one period ending March 31, 20 _____. This approval covers all vehicles bearing the company name. If permit is to cover unmarked company trucks, please attach a list to this form giving year and make of truck, VIN, maximum weight, and registration #.

The holder of a permit shall be liable for any damage to highways or bridges per VSA Title 23, Sec 1400a (c) and is required to furnish the municipality a valid Certificate of Insurance in the following amounts: a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

Approved: _____ Title: _____
Date: _____

INSTRUCTIONS FOR APPLICANT

1. Permit is valid for up to one year expiring on March 31.
2. You must include a valid certificate of insurance in the amount of a minimum of \$100,000/\$300,000 Personal Injury Liability Coverage and \$100,000 Property Damage Coverage.

a. Received: 6/15/21 NW

3. Please include \$5.00 for each single vehicle application, or \$10.00 for a fleet permit.

a. Received: 6/26/21 Beth Fish Cash/Check: Cash \$5

4. Single vehicle permits must be carried in the permitted truck. Fleet permits are not required to be carried in the trucks.
5. Please use the following codes:

a. Type of Vehicle

- TK Truck
- TR Tractor
- TT Truck Tractor

b. Products

- A All products
- F Unprocessed forest products
- M Unprocessed milk products
- Q Unprocessed quarry products

INSTRUCTIONS FOR MUNICIPALITY

1. You may attach a copy of approved highways and/or restrictions to this form.
2. Effective July 1, 1994, a Vermont blanket permit is not required for issuance of Municipal excess weight permits.
3. Special weight limits which are higher or lower than legal limits for highways or bridges within your jurisdiction must be on file with the Vermont Department of Motor Vehicles

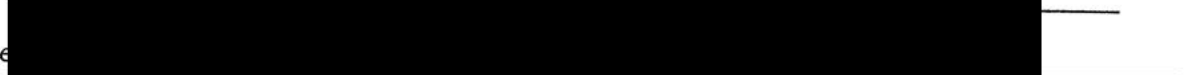
Request to Cater Malt, Vinous and/or Spirituous Liquors

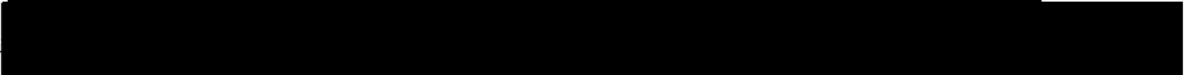
\$20.00 Application Fee (must be included)


License Number: 9498-001

Licensee Name: CORDWOOD EVENTS, LLC

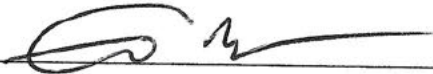
Doing Business as: LA PIZZA LUPO

Street: 

City: 

Email: 

**BE SURE TO READ INSTRUCTIONS BELOW
BEFORE COMPLETING APPLICATION**

- 1) Describe type of event: FOOD TRUCK AT EAST END PARK
at ~~ØØ MAXHAM MEADOW~~
 - 2) Location of event: ØØ MAXHAM MEADOW ROAD (AT BEN JERVEY + ANDREW HUBBEL
PROPERTY: EAST END PARTNERS, LLC)
 - 3) Date of event: WEEKENDS (FRI, SAT, SUN) JULY 9th → OCT 30 (16 WEEKENDS)
 - 4) Hours of operation from beginning to end: 12-9
- Approximate number of persons expected: 150/DAY
- Signed:  Date: _____

**Each catered event must have approval from the Town/City
before submitting this application to Liquor Control.**

Please check one: ☒ Approved ☐ Disapproved

Town/City Clerks Signature (Catered location) _____ Town/City _____ Date _____

SUBMIT THIS APPLICATION TO DLC AT LEAST 5 DAYS PRIOR TO EVENT

DIRECTIONS:

- 1) Submit to Town/City Clerk for approval (Town/City Clerk will send to DLC).
- 2) Follow all Liquor Control laws and regulations (what applies to a first or first and third class license also applies to the caterer's license).
- 3) Must have a defined area for serving and consumption of alcohol with designated barriers.
- 4) Must have separate toilet and lavatory facilities available for both men and women.
- 5) Provide sufficient number of employees for control purposes.
- 6) No personal checks will be accepted.

SELECTBOARD ACTION ITEM

Motion: Madam Chair, I move that the Town of Woodstock appoint Bill Kerbin, Municipal Manager, as the authorized representative for the ARPA funds allocated to the Town and to sign and submit all documents related to this funding.

Date: July 6, 2021

Action: Approval of the appointment of Bill Kerbin as authorized representative for the ARPA funds.

Recommendation: N/A

Description: As you are aware, the Village and Town will be receiving funding through the recently passed American Recovery Plan legislature. This funding will provide funding for COVID related expenses, aid to businesses, loss revenue and certain infrastructure projects. The Town should receive a total of \$215,866 over the next 2 years. The allocation and implementation process requires that a municipality appoint an authorized representative to act on its behalf. More information will be forthcoming on the funding.

Bill Kerbin
Municipal Manager

**Town of Woodstock
Select Board
Meeting
June 15, 2021
6:00 pm
Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Mary Riley, Ray Bourgeois, John Doten, Keri Cole, Joe Swanson, William Kerbin, Nikki Nourse, Scott Smith, Jack Carter, Michael Caduto, Alison Clarkson, Kimberly Gilbert, Jack McGuire, Angela Ulman, Karim Houry, Graham Hankey, Bob Holt, Jeffrey Kahn, Jason Drebitko, Jennifer Baxter, Geoff Martin, Jon Spector, Wendy Marrinan, Beth Finlayson, Becky Williams, Allan Stein, Linda Machalaba, Clare Drebitko, Linda Smiddy, Michael Millar, Jennie Auster, Chris Miller, Alison Hankey, Marilyn Gutierrez

A. Call to order

1. Chair Riley called the Select Board meeting of June 15, 2021, to order at 6:00 pm.

B. EDC Interviews

1. Todd Ulman

- a. Mr. Ulman stated that he is a small business owner that moved here last year. He feels like he has a lot to give to the EDC. He has a city point of view. Woodstock has a great rich history that needs to be preserved and protected. He wants to offer his services to help the community. He currently operates his business remotely. His business is in Los Angeles. He has recently purchased the Taftsville Country store. He has been a part of EDC meetings. He is most interested in the attracting new business group or the external funding group. He wants to be a part of finding solutions and help people. He moved here last July. His two kids attended the Woodstock Elementary School. It was a great experience, and he did not see a reason to relocate. He is vested in raising his children here.

2. Jennifer Baxter

- a. Ms. Baxter stated that she volunteered at OHF. She is still interested in the EDC. She has been in Vermont since 2006. She bought the Country Inn in Killington. She now does corporate work in finance and HR. She is the director for Vermont Transit. She wants to work towards sustainable long term goals. She is interested in housing.

3. Scott Smith

- a. Mr. Smith stated that he owns the Red Wagon Toy Company as well as a woman's clothing store in Woodstock and Hanover. He has quite a bit invested in the Village. He has commercial office space as well. He grew up in Vermont. He knows the area. He knows the problems and issues that Woodstock faces. He has a strong background to bring. He is interested in rejuvenation. He wants to make Woodstock look more presentable. He is interested in marketing as well.

C. Additions to and deletions from the posted agenda

1. Addition – Trash can request from the EDC for additional funding.

D. Citizen comments

1. Ms. Clarkson stated that two years ago she, Phil Swanson, and Christina Martz wanted to look at what is happening with the Girl Scouts cabin. They cleaned it out and locked it up. Ms. Williams is the newest member of Billings Park Commission, and she has decided to take this on.
 - a. Ms. Williams stated that she would like to see it restored. They are going to have an open cabin meeting on Wednesday June 23rd from 4:00 pm to 6:00 pm. They would like ideas on what the cabin could be used for. Contractors see a lot of potential in it. It would be great to save it. There are many ideas.
 - b. Ms. Clarkson stated that the cabin is located on the cemetery trail going into Billings Park on River Street. It is not very far. It is about ¼ a mile on the left. It is very easy to get to.
2. Ms. Marrinan stated that she is a part for the Friends of Faulkner Park Vermont. She introduced the committee. They are a charitable and factual organization. They provide a local management option for Faulkner Park.

E. Manager's report

1. General report

- a. Mr. Kerbin stated that Elijah Lemieux has been promoted to the Director of Public Works position. He is a really good fit. The second layer of paving is being completed. Cody Parkhurst is continuing to sand and paint the railings on the Green. The Capital Budget Committee meeting happened Monday night. They will be meeting with the department heads soon.

2. Financial report

- a. Ms. Cole asked about the miscellaneous revenue and if it is for the Town Hall Rejuvenation project.
 1. Mr. Kerbin stated that it is. They will move that out of there, so it does not look like Town revenue.

F. Permits

1. Overweight truck permit – MT Johnson Inc

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

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

G. Old business

1. Set the date to vote on proposal to transfer ownership of Faulkner Park to the Town of Woodstock

- a. Chair Riley stated that this is regarding the proposal from JP Morgan Chase Trust that the Select Board received in November 2019. They are going to bring this discussion to a close. They will vote on the proposal on July 6th at 10:00 am. They will take no new testimony.
- b. The other Select Board members agree on the date.

H. New business

1. Cannabis Committee presentation

- a. The Cannabis Committee shared a presentation (included in the minutes).

- b. Mr. Houry stated that they can have a vote at the annual Town Meeting, or the Town can have a special vote. The vote would happen before the retail sale would happen in Vermont. If there is no vote, then no sales can occur in Woodstock.

2. Discontinuance of Town Highway 402, Benson Place

- a. Chair Riley stated that this is for the .05 miles that intersects Pleasant Street. The Select Board had a site visit last Wednesday. The Select Board voted to approve the request.

Motion: by Ms. Cole to approve the discontinuance of Town Highway 402, Benson Place.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

3. Consideration to reduce speed from 35mph to 25mph on Happy Valley Road where road transitions to Class III gravel road.

- a. Mr. Kerbin stated that they received a request from a couple of residents.
- b. Chief Blish stated that a traffic speed study needs to be conducted. This is done by TRORC. The Town can make this request.
- c. A resident from Happy Valley Road (Phil, last name not given) stated that he moved to Woodstock in October. There are a lot of dogs and children on this road. There is an unsafe blind turn. Reducing the speed would be great for the community. When the road transfers to an unpaved Class III Road, it would be better to have no speed sign. A caution: blind turn sign would be more appropriate.
- d. Mr. Ulman stated that there are not very many people who live on that street. That speed limit is too fast. If you are not from that road, you would not know it is unsafe until you go around that turn. It is very dangerous.
- e. Mr. Swanson stated that he does not have a problem with not posting a speed limit sign, but he thinks the best practice is to get a speed survey.
- f. Phil stated that he views the 35mph as an invitation to speed around the corner. He thinks that either a 25 mph sign or no sign would be good.
- g. Chief Blish stated that they can pull the sign and put the speed car out there. He thinks they need to follow the same process with other requests and conduct the speed survey.

4. EMS building solar project.

- a. Mr. Martin shared a presentation (included in the minutes).
- b. Mr. Martin stated that the estimated cost of the array in seven years will be 155,000-185,000 depending on depreciation. If the Town kept the RECs and did not purchase the array, they would gain \$5,450 in the first six years. If they purchase the array, they will get a savings of \$413,000 in twenty five years and \$511,000 if they sold the RECs.

Motion: by Mr. Swanson to approve the installation of the solar arrays using Norwich Technologies at the Emergency Services Building.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

5. Climate action plan

- a. Mr. Caduto shared a presentation (included in the minutes).
- b. Mr. Caduto stated that last year globally emissions were lowered 40% during covid because people were staying in. Woodstock has also reduced carbon emissions. This pandemic behavior can help our behaviors going forward. Woodstock has made quite a bit of progress.
- c. Mr. Martin stated that he studied the greenhouse gas emissions inventory for the Town facilities and operations. From 2017 to 2020 emissions have decreased. For the community as a whole, it is a harder assessment. However, he believes the community has made progress.
- d. Mr. Caduto stated that there are many aspects of having a climate action plan. There is the environment impact. There are economic aspects. The solar array will bring saving for the Town overall. There will be a really efficient system there. There are also social aspects of it and what it will mean for future generations. There are equity aspects. They want to help make it affordable for all. That is an important piece of this.

Motion: by Ms. Cole to approve working with Sustainable Woodstock to create a Climate Action Plan for the Town.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

6. Use of Rockefeller Endowment to purchase new ambulance.

- a. Chair Riley stated that the Select Board and Village Trustees set aside funds from the Rockefeller Endowment fund for a future capital budget purchase.

Motion: by Mr. Bourgeois to approve designating \$100,000 of the money set aside from the Rockefeller Endowment fund for a capital budget expense for a new ambulance contingent upon the Village Trustees approval.

Seconded: by Ms. Cole.

Discussion: Mr. Debevoise stated that he used to be on the Select Board. He believes the money needs to be appropriated.

Mr. Kahn stated that it is up to both the Select Board and Trustees to decide what to do with the funds. Mr. Debevoise stated that it was his understanding that the boards had the right to stop using the fund in lieu of taxes but not that the boards could make decisions on what to spend it on without vote from the public.

Chair Riley stated that they can look at the documents. There have been revisions. The Investment Advisory Committee did a lot of research on this.

Vote: 5-0-0, passed.

7. Ambulance FY20 residual write-offs

- a. Mr. Kerbin stated that this is something they do every year. The total is \$36,188.24.
- b. Chair Riley stated that this is due to uncollectible ambulance debt.

Motion: by Mr. Bourgeois to approve writing off \$36,188.24 for FY2020 for uncollected ambulance bills.

Seconded: by Mr. Doten.

Discussion: none.

Vote: 5-0-0, passed.

8. Approve the letter of intent to participate in a municipal roads grants-in aid program.

- a. Chair Riley stated that it is important they consider this. If they do not adopt this letter of intent, they stand risk of forfeiting any funds after road damage occurs. This helps with grants they can apply for throughout the year.

Motion: by Ms. Cole to approve the letter of intent to participate in a municipal roads grants-in aid program and allow Mr. Kerbin to sign on behalf of the Select Board.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

9. Authorize submitting an application for the Step III CWSRF construction loan for the South Woodstock WWTF upgrade

- a. Ms. Auster stated that they received bids for the project on May 17th. They were not where they hoped they would be. The lowest bid was at \$3,531,460. They bonded for 2.8 million. The amount is due to inflationary pricing. They cannot eliminate anything from the project. They need to pursue grant money. The Town would submit the construction loan for 2.8 million plus 75,000.

Motion: by Mr. Bourgeois to authorize submitting an application for the Step III CWSRF construction loan for the South Woodstock WWTF upgrade.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

I. Other business

1. Trash can request from the EDC for additional funding.

- a. Mr. Spector stated that this is for a proposal to replace all the trash cans in the Village. Last year they put their grants on hold due to covid. The amount of money already granted was \$16,800. This is not sufficient to replace the trash cans at all 13 places in the Village. They picked a robust trash can that will last longer. The EDC is requesting \$11,300 additional funds. It will be nice to get this done with. It will be up to \$11,300 because they do not know how much shipping will cost.

Motion: by Ms. Cole to grant up to \$11,300 in additional funding for the purchase of trash cans within the Village.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

J. Board of Sewer Commissioners

1. Abatement – 74 Heritage Condos Way – Huff

- a. Chair Riley stated that they are looking to abate penalty and interest. Their check did not arrive on time.

Motion: by Mr. Doten to deny the abatement requested for 74 Heritage Condos Way.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

Motion: by Ms. Cole to enter executive session to discuss the EDC appointment at 8:53 pm.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

Motion: by Ms. Cole to leave executive session at 9:03 pm.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

Motion: by Ms. Cole to appoint Todd Ulman to the Economic Development Commission.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 3-1-1, passed. (Mr. Bourgeois for, Mr. Doten for, Ms. Cole for, Chair Riley against, Mr. Swanson abstained)

K. Approval of minutes

1. 6/1/21 meeting minutes

Motion: by Mr. Doten to approve the minutes for 6/1/21 as submitted.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

L. Adjournment

Motion: by Ms. Cole to adjourn the meeting at 9:09 pm.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed

*Respectfully submitted,
Nikki Nourse*