

Town of Woodstock
Select Board
November 2, 2021
10:00 am
Meeting
Town Hall & Zoom
Agenda

- A. Call to order
- B. Meeting protocols
- C. Additions to and deletions from the posted agenda
- D. Citizens comments
- E. Manager's report
 - 1. General report
- F. Permits
 - 1. Liquor licenses
 - a. Farmhouse Pottery
 - b. Matthew Lombard – Decant Wine Shop
- G. New business
 - 1. Cannabis Committee update
 - 2. Sewer extension approval
 - 3. 2021 Errors & Omissions to the Grand List
 - 4. Snowmobile trail on Curtis Hollow
- H. Other business
- I. Board of Sewer Commissioners
 - 1. Permit – Burrington – 442 Woodstock Rd 4A
- J. Approval of minutes
 - 1. 10/19/21 minutes
- K. 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=UXAzWnJxaEE0MzJaMlBKeHJPUjB6QT09>

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

Meeting ID: 847-8240-6503

Password: 247624

FIRST/SECOND/THIRD CLASS LIQUOR LICENSE AND TOBACCO APPLICATION

(License year is May 1ST through April 30TH of the following year)

Farmhouse Pottery
Print Name of Person, Partnership, Corp., Club or LLC

Doing Business as – Trade Name

1837 W Woodstock Rd
Street

Woodstock VT 05091
Town or City & Zip Code

802 - 774 - 8373
Telephone Number

Mailing Address (if different from above)

Email address: info@farmhousepottery.com

APPLICATION FEES:

FIRST CLASS LICENSE - \$115.00 to DLC **and** \$115.00 to Town/City

SECOND CLASS LICENSE- \$70.00 to DLC **and** \$70.00 to Town/City

SECOND CLASS RETAIL DELIVERY PERMIT - \$100.00 to DLC

THIRD CLASS LICENSE - \$1,095 for a full year to DLC
\$550 for 6 or fewer months to DLC

TOBACCO LICENSE- (there is no application fee for tobacco if
applying for second class)

TOBACCO ENDORSEMENT PERMIT - \$50.00 to DLC

**If applying for Tobacco only license, please use the Tobacco Only form.*

Please check appropriate categories

☒ **FIRST CLASS**

☒ **SECOND CLASS**

☐ **THIRD CLASS**

☐ **TOBACCO**

☐ Retail Delivery Permit

☐ Tobacco Endorsement

☐ Restaurant

☐ Hotel

☐ Club

☐ Commercial Kitchen (a Liquor Control Commercial
Caterer's License is needed with this license)

TO THE CONTROL COMMISSIONERS OF THE TOWN/CITY OF Woodstock

Application is hereby made for a license to sell malt and vinous beverages under and in accordance with Title 7, Vermont Statutes Annotated, as amended, and certify that all statements, information and answers to questions herein contained are true; and in consideration of such license being granted do promise and agree to comply with all local and state laws; and to comply with all regulations made and promulgated by the Board of Liquor and Lottery. Upon hearing, the Board of Liquor and Lottery may, in its discretion, suspend or revoke such license whenever it may determine that the law or any regulations of the Board of Liquor and Lottery have been violated, or that any statement, information or answers herein contained are false.

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING.

If this premise was previously licensed, please indicate name _____

I/we are applying as (please check one):

☐ INDIVIDUAL

☐ LIMITED LIABILITY COMPANY

☐ PARTNERSHIP

☒ CORPORATION

Please fill in name and address of individual, partners, directors or members.

LEGAL NAME

STREET/CITY/STATE

James Zillar 2 Pleasant St, Woodstock VT 05091

Are all of the above citizens or lawful permanent residents of the UNITED STATES? ☒ Yes ☐ No

If naturalized citizen or lawful permanent resident of the United States, please provide a copy of the naturalization or lawful permanent resident documentation.

CORPORATE INFORMATION:

If you have checked the box marked CORPORATION, please fill out this information for stockholders (attach sheet if necessary).

LEGAL NAME

STREET/CITY/STATE

Farmhouse Pottery, Inc. 1837 W Woodstock Rd
Woodstock VT 05091

Date of incorporation 11/2012

Is corporate charter now valid? Yes ☒ No ☐

Corporate Federal Identification Number 47-3395849

Have you registered your corporation and/or trade name with the Town/City Clerk? Y ☒ N ☐ and/or Secretary of State? Y ☒ N ☐
(as required by VSA Title 11 § 1621, 1623 & 1625).

ALL APPLICANTS

HAVE ANY OF THE APPLICANTS EVER BEEN CONVICTED OR PLED GUILTY TO ANY CRIMINAL OR MOTOR VEHICLE OFFENSE IN ANY COURT OF LAW (INCLUDING TRAFFIC TICKETS) AT ANY TIME? ☐ YES ☒ NO

If yes, please complete the following information: (attached sheet if necessary)

Name	Court/Traffic Bureau	Offense	Date

Do any of the applicants hold any elective or appointive state, county, city, village/town office in Vermont? (See VSA, T.7, Ch. 9, §223)
If yes, please complete the following information:

Name	Office	Jurisdiction

Please give name, title and date attended of manager, director, partner or individual who has attended a Liquor Control Licensee Education Seminar, as required by Education Regulation No. 3:

Name: _____
Title: _____
Date: _____

If you have not attended an Education Seminar prior to making application, please visit www.liquorcontrol.vermont.gov and click on Seminar Schedule for a list of Seminars in your area.

FOR ALL APPLICANTS: DESCRIPTION /LOCATION OF PREMISES (Section 4)

Description of the premises to be licensed: Flagship store

Does applicant own the premises described? YES ☒ NO ☐ If not owned, does applicant lease the premises? YES ☐ NO ☐

If leased, name and address of lessor who holds title to property: _____

Are you making this application for the benefit of any other party? YES ☐ NO ☒

FIRST CLASS APPLICANTS ONLY: No first-class license may be issued without the following information.

HEALTH LICENSE #: Food _____ Lodging (if licensed as a Hotel) _____

VERMONT TAX DEPARTMENT: Meals & Rooms Certificate/Business Account# _____

Business is devoted primarily to (please check one):

☐ FOOD (restaurant) ☐ HOTEL ☐ CLUB ☐ COMMERCIAL CATERING

If you are considering Outside Consumption service on decks, porches, cabanas, etc. you must complete an Outside Consumption Permit. This form can be found on our website at www.liquorcontrol.vermont.gov and then click on licensing and then forms.

ALL APPLICANTS MUST COMPLETE AND SIGN BELOW

The applicant(s) understands and agrees that the Board of Liquor and Lottery may obtain criminal history record information from State and Federal repositories prior to acting on this application.

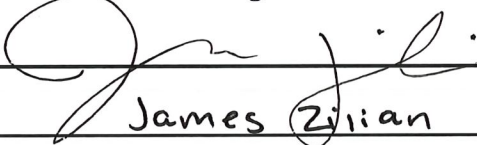
I/We hereby certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, §3113).

In accordance with 21 VSA, §1378 (b) I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

If applicant is applying as an individual: I hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or am in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, §795).

Dated at 9/13/21 in the County of Windsor and State of VT,
this 13 day of Sept, 20 21

Corporations/Clubs: Signature of Authorized Agent


James Zilian

Individuals/Partners: (All partners must sign)

**Personal Information Form
To Accompany License Applications**

Complete for all Owners, Partners, or Corporate Officers

Legal Name: James Zilian, principal owner, farmhouse Potteny
Telephone: 802-774-8373 Email: info@farmhousepotteny.com
Address: 2 Pleasant st Woodstock VT 05091
Street City/Town State Zip Code
Date of Birth: 11/22/76 Place of Birth: Virginia USA Gender: M
Drivers License #: 02360047 State: VT

Legal Name: _____
Telephone: _____ Email: _____
Address: _____
Street City/Town State Zip Code
Date of Birth: _____ Place of Birth: _____ Gender: _____
Drivers License #: _____ State: _____

Legal Name: _____
Telephone: _____ Email: _____
Address: _____
Street City/Town State Zip Code
Date of Birth: _____ Place of Birth: _____ Gender: _____
Drivers License #: _____ State: _____

Use additional forms if necessary.

Send completed form with application to:

Vermont Department of Liquor and Lottery
Division of Liquor Control
Attention: Licensing
13 Green Mountain Drive
Montpelier, VT 05602

Phone (802) 828-2345
FAX (802) 828-1031
Email DLC.EnfLic@vermont.gov

Confidential

Rev. 08/09//2019

TOWN/CITY APPROVAL/DISAPPROVAL

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the applications and transmit both copies to the Board of Liquor and Lottery for suitable action thereon, before any license may be granted. For the information of the Board of Liquor and Lottery, all applications shall carry the signature of each individual commissioner registering either approval or disapproval. Lease or title must be recorded in town or city before issuance of license.

_____, Vermont, _____
Town/City Date

APPROVED

DISAPPROVED

Please check one: ☐ Approved ☐ Disapproved

by the Board of Control Commissioners of the City or Town of _____

Total Membership _____ Members present _____

Attest, _____
City or Town Clerk

TOWN OR CITY CLERK SHALL MAIL ONE APPLICATION DIRECTLY TO THE DIVISION OF LIQUOR CONTROL, 13 Green Mountain Drive, Montpelier, VT 05602. If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second-class application shall be considered binding except as taken or made at an open public meeting. VSA Title 1 §312.

SECTION 5111 AND 5121 OF THE INTERNAL REVENUE CODE OF 1954 REQUIRE EVERY RETAIL DEALER IN ALCOHOLIC BEVERAGES TO FILE A FORM ANNUALLY AND PAY A SPECIAL TAX IN CONNECTION WITH SUCH SALES ACTIVITY. FOR FURTHER INFORMATION, CONTACT:

**THE BUREAU OF ALCOHOL, TOBACCO & FIREARMS (TTB)
DEPARTMENT OF THE TREASURY
550 MAIN STREET, CINCINNATI, OH 45202
(513) 684-2979**

NOTICE: All new applications are investigated by the Enforcement and Licensing Division prior to approval/disapproval of the license by the Board of Liquor and Lottery. Please note that this process can take anywhere from 2 weeks to 6 weeks to complete once Liquor Control receives the application.

FIRST/SECOND/THIRD CLASS LIQUOR LICENSE AND TOBACCO APPLICATION
(License year is May 1ST through April 30TH of the following year)

Mathew Lombard
Print Name of Person, Partnership, Corp., Club or LLC

Decant Wine Shop
Doing Business as – Trade Name

PO Box 27 South Woodstock, VT 05071
Street

Woodstock, VT 05091
Town or City & Zip Code

802-291-3691
Telephone Number

Mailing Address (if different from above)

Email address: **matt@mangalitsavt.com**

APPLICATION FEES:

FIRST CLASS LICENSE - \$115.00 to DLC and \$115.00 to Town/City

SECOND CLASS LICENSE - \$70.00 to DLC and \$70.00 to Town/City

SECOND CLASS RETAIL DELIVERY PERMIT - \$100.00 to DLC

THIRD CLASS LICENSE - \$1,095 for a full year to DLC
\$550 for 6 or fewer months to DLC

TOBACCO LICENSE - (there is no application fee for tobacco if applying for second class)

TOBACCO ENDORSEMENT PERMIT - \$50.00 to DLC

**If applying for Tobacco only license, please use the Tobacco Only form.*

Please check appropriate categories

<input type="checkbox"/> FIRST CLASS	<input type="checkbox"/> Retail Delivery Permit
<input checked="" type="checkbox"/> SECOND CLASS	<input type="checkbox"/> Tobacco Endorsement
<input type="checkbox"/> THIRD CLASS	<input type="checkbox"/> Restaurant
<input type="checkbox"/> TOBACCO	<input type="checkbox"/> Hotel
	<input type="checkbox"/> Club
	<input type="checkbox"/> Commercial Kitchen (a Liquor Control Commercial Caterer's License is needed with this license)

TO THE CONTROL COMMISSIONERS OF THE TOWN/CITY OF **Woodstock**

Application is hereby made for a license to sell malt and vinous beverages under and in accordance with Title 7, Vermont Statutes Annotated, as amended, and certify that all statements, information and answers to questions herein contained are true; and in consideration of such license being granted do promise and agree to comply with all local and state laws; and to comply with all regulations made and promulgated by the Board of Liquor and Lottery. Upon hearing, the Board of Liquor and Lottery may, in its discretion, suspend or revoke such license whenever it may determine that the law or any regulations of the Board of Liquor and Lottery have been violated, or that any statement, information or answers herein contained are false.

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING.

If this premise was previously licensed, please indicate name _____

I/we are applying as (please check one):

☐ INDIVIDUAL

☒ LIMITED LIABILITY COMPANY

☐ PARTNERSHIP

☐ CORPORATION

Please fill in name and address of individual, partners, directors or members.

LEGAL NAME

STREET/CITY/STATE

Mathew Lombard 169 Long Hill Rd South Woodstock, VT 05071

Are all of the above citizens or lawful permanent residents of the UNITED STATES? ☒ Yes ☐ No

If naturalized citizen or lawful permanent resident of the United States, please provide a copy of the naturalization or lawful permanent resident documentation.

CORPORATE INFORMATION:

If you have checked the box marked CORPORATION, please fill out this information for stockholders (attach sheet if necessary).

LEGAL NAME

STREET/CITY/STATE

Date of incorporation _____

Is corporate charter now valid? Yes ☐ No ☐

Corporate Federal Identification Number _____

Have you registered your corporation and/or trade name with the Town/City Clerk? Y ☐ N ☐ and/or Secretary of State? Y ☐ N ☐
(as required by VSA Title 11 § 1621, 1623 & 1625).

ALL APPLICANTS

HAVE ANY OF THE APPLICANTS EVER BEEN CONVICTED OR PLED GUILTY TO **ANY** CRIMINAL OR MOTOR VEHICLE OFFENSE IN ANY COURT OF LAW (INCLUDING TRAFFIC TICKETS) AT ANY TIME? ☐ YES ☒ NO

If yes, please complete the following information: (attached sheet if necessary)

Name	Court/Traffic Bureau	Offense	Date
<hr/>			
<hr/>			

Do any of the applicants hold any elective or appointive state, county, city, village/town office in Vermont? (See VSA, T.7, Ch. 9, §223)
If yes, please complete the following information:

Name	Office	Jurisdiction
<hr/>		

Please give name, title and date attended of manager, director, partner or individual who has attended a Liquor Control Licensee Education Seminar, as required by Education Regulation No. 3:

Name: Mathew Lombard
Title: Owner
Date: 4/1/2021

If you have not attended an Education Seminar prior to making application, please visit [www.vermont.gov](#) and click on Seminar Schedule for a list of Seminars in your area.

FOR ALL APPLICANTS: DESCRIPTION /LOCATION OF PREMISES (Section 4)

Description of the premises to be licensed: Front space in 61 Central, across from Mangalitsa.
Very small boutique wine shop with limited selections.

Does applicant own the premises described? YES ☐ NO ☒ If not owned, does applicant lease the premises? YES ☒ NO ☐

If leased, name and address of lessor who holds title to property: Chris Nichols
Applicant does not own building yet, but closing on purchase on 12/15

Are you making this application for the benefit of any other party? YES ☐ NO ☒

FIRST CLASS APPLICANTS ONLY: No first-class license may be issued without the following information.

HEALTH LICENSE #: Food _____ Lodging (if licensed as a Hotel) _____

VERMONT TAX DEPARTMENT: Meals & Rooms Certificate/Business Account# 822552091

Business is devoted primarily to (please check one):

☐ **FOOD** (restaurant) ☐ **HOTEL** ☐ **CLUB** ☐ **COMMERCIAL CATERING**

If you are considering **Outside Consumption** service on decks, porches, cabanas, etc. you must complete an Outside Consumption Permit. This form can be found on our website at [www.vermont.gov](#) and then click on licensing and then forms.

ALL APPLICANTS MUST COMPLETE AND SIGN BELOW

The applicant(s) understands and agrees that the Board of Liquor and Lottery may obtain criminal history record information from State and Federal repositories prior to acting on this application.


I/We hereby certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, §3113).

In accordance with 21 VSA, §1378 (b) I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

If applicant is applying as an individual: I hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or am in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, §795).

Dated at 61 Centra Street in the County of Windsor and State of VT
this 15 day of October, 2021

Corporations/Clubs: Signature of Authorized Agent


Matt Lombard

Individuals/Partners: (All partners must sign)

TOWN/CITY APPROVAL/DISAPPROVAL

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the applications and transmit both copies to the Board of Liquor and Lottery for suitable action thereon, before any license may be granted. For the information of the Board of Liquor and Lottery, all applications shall carry the signature of each individual commissioner registering either approval or disapproval. Lease or title must be recorded in town or city before issuance of license.

_____, Vermont, _____
Town/City Date

APPROVED

DISAPPROVED

This image shows a handwriting practice sheet for the letter 'a'. It features two columns of horizontal lines. The left column contains five lines, and the right column contains five lines. Each line is a solid black horizontal stroke, intended for tracing or writing the letter 'a' repeatedly.

Please check one: ☐ Approved ☐ Disapproved

by the Board of Control Commissioners of the City or Town of _____

Total Membership _____ Members present _____

Attest, _____
City or Town Clerk

TOWN OR CITY CLERK SHALL MAIL ONE APPLICATION DIRECTLY TO THE DIVISION OF LIQUOR CONTROL, 13 Green Mountain Drive, Montpelier, VT 05602. If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second-class application shall be considered binding except as taken or made at an open public meeting. VSA Title 1 §312.

SECTION 5111 AND 5121 OF THE INTERNAL REVENUE CODE OF 1954 REQUIRE EVERY RETAIL DEALER IN ALCOHOLIC BEVERAGES TO FILE A FORM ANNUALLY AND PAY A SPECIAL TAX IN CONNECTION WITH SUCH SALES ACTIVITY. FOR FURTHER INFORMATION, CONTACT:

THE BUREAU OF ALCOHOL, TOBACCO & FIREARMS (TTB)
DEPARTMENT OF THE TREASURY
550 MAIN STREET, CINCINNATI, OH 45202
(513) 684-2979

NOTICE: All new applications are investigated by the Enforcement and Licensing Division prior to approval/disapproval of the license by the Board of Liquor and Lottery. Please note that this process can take anywhere from 2 weeks to 6 weeks to complete once Liquor Control receives the application.

**Personal Information Form
To Accompany License Applications**

Complete for all Owners, Partners, or Corporate Officers

Legal Name:

Telephone: Email:

Address:

Date of Birth: Place of Birth: Gender:

Drivers License #: State:

Legal Name:

Telephone: Email:

Address:

Date of Birth: Place of Birth: Gender:

Drivers License #: State:

Legal Name:

Telephone: Email:

Address:

Date of Birth: Place of Birth: Gender:

Drivers License #: State:

Use additional forms if necessary.

Send completed form with application to:

Vermont Department of Liquor and Lottery
Division of Liquor Control
Attention: Licensing
13 Green Mountain Drive
Montpelier, VT 05602

Phone (802) 828-2345
FAX (802) 828-1031
Email DLC.EnfLic@vermont.gov

Confidential

Rev. 08/09//2019

Woodstock Cannabis Review Committee Update to the Selectboard

November 2, 2021

Recommendations to the Trustees:

1. Form a Local (town and village combined) Cannabis Control Commission (diversity in organizations and backgrounds) to do the research and propose zoning and other rules for both the town and village.
2. This local commission would disband if voters do not opt in.
3. Decide if a cannabis opt in warning will be placed on the March 2022 village voting ballot.

Vermont Local Cannabis Control Commissions Options and Responsibilities From Act 164:

- A municipality that hosts any cannabis establishment may establish a cannabis control commission composed of commissioners who may be members of the municipal legislative body.
- The local cannabis control commission may issue and administer local control licenses for cannabis establishments within the municipality.
- The commissioners may condition the issuance of a local control license upon compliance with municipal zoning bylaws or ordinances regulating signs or public nuisances.

Vermont Local Cannabis Control Commissions Options and Responsibilities From Act 164:

- The commission may suspend or revoke a local control license for a violation of any condition placed upon the license.
- The local commissioners shall administer the rules furnished to them by the State Cannabis Control Board.
- Localities may develop regulations and municipal licensing requirements.
- Municipalities may decide if those local commissions have recommendation or execution authority as well as how their members are appointed.
- Permits are issued locally and approved at the state level.

TOWN OF WOODSTOCK

To Whom It May Concern:

Long Hill Snowmobile Club (LHSC) needs to reroute a snowmobile trail on Curtis Hollow Rd. per new landowner request.

The old trail crossed the road we mow - now it needs to go up the road approximately 400'.

This is a straight section of road with good visibility and a fairly wide shoulder on one side so snowmobiles should be able to stay off the travelled portion of road. We will have it signed for snowmobile traffic as well.

**Sincerely,
Greg Fullerton, LHSC**

RECEIVED
OCT 19 2021

TOWN OF WOODSTOCK

BY: APPLICATION FOR SEWER CONNECTION/REPAIR/INCREASED DISCHARGE
Residential Application

TO: BOARD OF SEWER COMMISSIONERS OF THE TOWN OF WOODSTOCK

Application is hereby made by the undersigned pursuant to the Town of Woodstock Sewer Ordinance to:

☐ New
Connection

☒ Increase

☐ Repair

Amount of g.p.d. for new connection or increase: 190

At the following location: 22 Map 51 Block 13 Lot 04A

Applicant name: Brad Burrington Phone: 802-291-3070

Street address: 442 Woodstock Rd 4A
Woodstock, VT 05091

Email address: lamusoon@aol.com

Description of work to be done:

Convert office space to an apartment

Number of bedrooms: 2

Applicant agrees to install low flow plumbing fixtures further, applicant agrees to be responsible for repairing or replacing any damage done to Town sewer lines, streets/roads/sidewalks and to see that said repair/connection is done in accordance with the applicable Town Sewer Regulations or as determined by the Municipal Manager. The applicant also agrees to hold the Town and Village harmless from any damage/injury caused to a third party. To pay the designated application fee to the Town at the time of the application for this permit and to advise the Superintendent of the Sewer Department in advance of construction to permit scheduling of the repair inspection

Applicant must obtain easements from all affected landowners if any part of the sewer line passes on lands of another landowner.

(See below for fee schedule)

BY SIGNING THIS APPLICATION, I UNDERSTAND THAT I ALSO NEED TO OBTAIN A POTABLE WATER SUPPLY AND WASTEWATER DISPOSAL PERMIT FROM THE STATE OF VERMONT.

Contact the State by telephone at (802) 591-0338 or by email at terry.shearer@vermont.gov

ADDITIONALLY, I UNDERSTAND THAT ONCE THE CONNECTION IS MADE, I AM REQUIRED TO SUBMIT AN "AS BUILT" DRAWING OF THE ACTUAL CONNECTION PREPARED BY THE INSTALLER TO THE TOWN OF WOODSTOCK BEFORE THE PERMIT IS ISSUED.

Date: 10/19/21 Signature: 

Owner name: ABC Properties
Street address: 170 Hewitt St Mailing Address: _____
N. Pownsee, VT 05053

Telephone: 802-291-3070

Approved by Manager: _____ Date: _____

**This Permit is good for ONE YEAR from the date of approval.

Permit No: _____

Woodstock Sewer Connection Fee Schedule

Development Fee: \$1425 (\$7.50 x g.p.d. reserve capacity)

Inspection Fee(s) if applicable: 0

Total: \$1425

Received by: NLN
Check #: 1268

Date: 10/22/21

The Permit Fee will be refunded in full (without interest) if revoked, withdrawn, or not executed within ONE YEAR.

Please Mail to PO Box 488, Woodstock VT, 05091 or email nnourse@townofwoodstock.org

Town of Woodstock

Select Board

October 19, 2021

6:00 pm

Town Hall & Zoom

Minutes

Draft minutes are subject to approval.

Present: Chair Mary Riley, Ray Bourgeois, John Doten, Keri Cole, Joe Swanson, William Kerbin, Nikki Nourse, Fire Chief David Green, Elijah Lemieux, Albert Pristaw, Beth Finlayson, Adam Bornstein, Tom Phillips, Susan Ford, Karim Houry, Byron Kelly, Don Gilbert, Zoie Parent, Karen Emerson, Susie Stulz, Roger Logan, Cary Hollingsworth, Charlotte Hollingsworth, Alexandra Williams, Scott Williams, Ernie Fernandez, David McGuire, Susan Fuller, David Hill, Jon Spector, Jeffrey Kahn, Stephen Johannensen, Jess Abston, Seton McIlroy, Tess Hunter, Geoff Martin, Jill Davies, Isabelle Chicoine, Bill Corson, Police Chief Robbie Blish, Wendy Marrinan, Christine Cilano, Wendy Spector, Patrick Fultz, Bill Johnson, Michael Caduto, Mike Davey, Charlie Kimbell, Alita Wilson, Jennie Auster, Johnathan Wilson

A. Call to order

1. Chair Riley called the Select Board meeting of October 19, 2021, to order at 6:00 pm.

B. Meeting protocols

1. Chair Riley went over meeting protocols.

C. Additions to & deletions from posted agenda

1. Addition – proposals for repairs to Lincoln Covered Bridge
2. Deletion – Sewer permit – Johnson, 51 Barberry Circle

D. Citizens comments

1. Mr. Houry asked whether the Select Board will discuss the cannabis dispensaries and whether they will put it on the Town ballot.
 - a. Chair Riley stated that November 2nd is their next meeting. They could put it on that agenda. They have not really talked much about it.

E. Manager's report

1. General report

- a. Mr. Kerbin stated that he attended the VLCT fair two weeks ago. One of the big topics was ARPA funding. The money can be used for negative economic

impacts related to covid. They can also use it for sewer, broadband, and water. There are a lot of regulations that go along with this. They can reach out to the Regional Planning Committee if needed. There are many financial requirements as well.

1) Chair Riley stated that after Hurricane Irene the Town hired a consultant. It was well worth the money and very helpful.

2) Mr. Kerbin stated that the consultant can also be paid with ARPA funds.

b. Mr. Kerbin stated another major topic was diversity and inclusion. The need to attract young people to the state is important. Woodstock should look at polices, marketing and advertising, and events. The state is making a real commitment with broadband to get everyone connected.

2. Financial report

a. Chair Riley had a question regarding the capital reserve line on the front page.

1) Mr. Kerbin believes it is for highway but will look into it.

F. Permits

1. Liquor license – Farmhouse Pottery

a. Chair Riley stated that this is for Decant Wine Shop at 61 Central Street. It is an extension of the Farmhouse Pottery business. After the Select Board approves the permit it goes to the state.

Motion: by Mr. Swanson to approve the liquor license for Farmhouse Pottery as submitted.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

G. New business

1. Truck loan rate quote

a. Chair Riley stated that this is in regard to the truck the Select Board voted on purchasing last month and agreed that they would go out to bid for rates for a loan.

Motion: by Mr. Doten to accept the loan rate quote from Bar Harbor for the rate of 2.28% for 5 years.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

2. Wastewater Committee report

- a. Mr. Houry stated that the Wastewater Committee was formed by some septic system owners and some people connected to the sewer system in order to look at the best and most fair way to cover major upgrades to wastewater plants. The South Woodstock upgrade has been approved for \$2.8 million. In the near future they will need to upgrade the main plant which they heard could be up to \$18 million. Should it be funded just by the users that are connected to the wastewater plants or should it be funded by all of the taxpayers. He is a sewer connected committee member. He believes that the sewer system is critical to communal town asset and that all taxpayers should fund its major upgrades. It benefits a much broader population including septic tank homes. It is the view of the member of this group that are sewer connected users that funding of this is the responsibility of all Woodstock taxpayers whether they are connected to the South Woodstock Municipal sewer system or not. In three to five years, they are going to have to upgrade the Main Wastewater Plant.
- b. Chair Riley stated that the State of Vermont advised the Town that they had to upgrade the plant in South Woodstock.
- c. Ms. Ford stated that she represents the people on private septic that were on the committee with Adam Bornstein, Tom Philips, and Zoie Parent. The law requires that the bond be voted on by all taxpayers because the bond is based on the whole town. Other towns also do town wide votes but only the users pay. The burdens on septic owners financially far exceed the burdens of the sewer users. The sewer users should pay for the upgrade.
- d. Ms. Parent read an email from Wayne Leonard (included in minutes).
- e. Ms. Stultz stated that she does not have children. She is not a user of the schools. She happily pays her education tax because it is a benefit to have an educated population. You might not be a user of the sewer system, but you are a beneficiary of it because the sewer treatment plants remove diseases from our waterways.
- f. Mr. Logan stated that there are things on the Town budget that he does not agree with but if it was approved by voters then it is his responsibility as a citizen of this Town to pay his share of what was approved by the voters.

- g. Mr. Bornstein stated that septic owners pay a fee for public offices, for the schools, for the post office and anything that is government or a public service. They are paying their share of that for sewer.
- h. Ms. Ford stated that she has to pay for septic on her own property. Septic users have to pay more than sewer users are going to have to pay for these sewer upgrades to replace their own septic system.
- i. Mr. Houry stated that there are only 46 users connected to the South Woodstock Plant. It is not equitable to ask 46 people to pay \$3 million dollars. If everyone paid towards the upgrade, it would be an average of \$100 per year to their tax bill.
- j. Ms. Parent stated that there are 903 sewer users who would pay for the bond.
- k. Chair Riley read the article (included in the minutes).
- l. Ms. Wilson stated that the cost of septic and maintaining it is high. People made the conscience decision to live somewhere with a sewer system.
- m. Ms. Logan stated that it is a function of a town for the people to work together and spread out costs as much as possible.
- n. Chief Green stated that a compromise could be having both groups pay taxes towards the upgrade but a different percentage. User could pay more but everyone could contribute.
- o. Chair Riley stated that historically that is how they did it. Non sewer users paid less.

Motion: by Mr. Bourgeois to table this discussion to a future meeting.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

3. Halloween candy discussion

- a. Chair Riley stated that the residents of Maple Street, High Street, and Golf Avenue agreed that they would like to continue doing the Halloween tradition of closing down the streets for trick or treating. The streets are closed from 5:00 pm to 8:00 pm.

Motion: by Mr. Bourgeois to support the Halloween event and purchase \$750 worth of candy.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

4. Non-profit organization requests for Town Meeting appropriations FY23

- a. Chair Riley stated that this is concerning Town Meeting appropriations that will be voted on in March. These requests have increased annually except for last year because they met the organizations' part way allowing them to submit their requests in writing along with financial information from their last fiscal year and numbers of people that they service in Woodstock from their organizations. They are already getting calls about what they are going to do and how they are going to cooperate with them this year.
- b. Ms. Cole thinks they should require petitions. They should also consider increases in funding. They should have one organization per petition.

5. Town Hall Rejuvenation discussion

- a. Chair Riley stated that the Town Hall Rejuvenation team is hoping to make a presentation to the Select Board. The leadership team has suggested presenting on November 16th at the regular Select Board meeting.
- b. The Town Hall Rejuvenation Committee will be meeting this week and will finalize a date to present.

6. Ambulance bid

- a. Chief Green stated that the 2008 4 wheel drive ambulance is up for replacement. It's been skipped over a few times. He solicited bids. Two vendors submitted bids. One was called Professional Vehicle Corporation and the other one called Specialty Vehicles Inc. Both have met the requirement that they put out for their bids. Specialty Vehicles, SVI, submitted a demo ambulance. It is a brand new 2021 truck with a used box on back that has been completely refurbished. They are the Cadillacs of ambulances. They demoed it, drove it, and checked it out. It is a little bit more, but the warranty is good.

Motion: by Mr. Bourgeois to accept the bid of SVI for a demo ambulance, a 2021 Ford chassis, and a refurbished box for \$238,857 with the extended warranty.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

- b. Chief Green stated that originally the ambulance was brought up the past budget season and it was suggested that they use the Rockefeller Funds that were withdrawn to offset the \$77,000 and pay essentially cash. It is a hot ticket truck, and it is not going to sit on the lot long.
- c. Ms. Davies stated that the Investment Advisory Committee did a lot of research. The Rockefeller Fund is not going anywhere. It can still make annual payment to the Village and Town.
- d. Mr. Bourgeois stated that he thinks Chief Green should purchase the ambulance. Depending on what the Trustees say they can use Rockefeller Funds, but in the meantime, they can have Chief Green also look at a loan in case they cannot come to an agreement on how to use the Rockefeller Funds.

Motion: by Mr. Bourgeois to use what is in capital reserve to purchase the ambulance and to consider with the Trustees approval using Rockefeller Funds to cover the remaining balance of \$77,850 for the ambulance, while Chief Green investigates interest rates for loans.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

7. EEI presentation

- a. Mr. Martin shared a presentation (included in minutes).
- b. Mr. Martin stated that if the town did all the work, the Town would reduce their greenhouse emission by 12%. The Town wide net0 goal by 2030 is not feasible but it is feasible for municipal operations to get to net0 by 2030.
- c. Mr. Davey stated that the entire project would be lease to own. They will have more accurate numbers in a month or so. The expected life of the equipment is 18 to 20 years. If voters approve the project in March, the work will be completed and installed in calendar year 2022. The equipment is the best available on the market right now. It would be a \$80,000 lease per year for 10 years.

8. Net-metering update & proposal

- a. Mr. Martin stated that he requested proposals from two other companies. He is recommending Norwich Technologies. There is more monetary savings.

Motion: by Ms. Cole to accept the solar net metering agreement proposal from Norwich Technologies.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

9. Brief update on potential park superintendent

- a. Mr. Corson shared a presentation (included in minutes).

10. Authorize the Town to apply for a CWSRF Step 1 Planning Loan for the Main WWTF Preliminary Engineering Study Engineering Services

- a. Ms. Auster stated that she expects to hear from Daniel's Construction by the end of the week to see if they will hold their price. If neither bidder can hold their prices, they will have to go back out to bid.

Motion: by Mr. Swanson to authorize the Town to apply for a CWSRF Step 1 Planning Loan for the Main WWTF Preliminary Engineering Study and to appoint Mr. Kerbin as the Town Representative for this loan.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

11. EDC proposals to grant funds to the Chamber of Commerce for Wassail Weekend

a. \$2,000 to pay for shuttle buses on Saturday, December 11th

- 1) Mr. Spector stated that the EDC is proposing a grant for \$5,000 for two things. They are expecting a higher number of tourists this year at Wassail. There were an estimated 60% higher number of tourists here the first week of October than in 2019. They are proposing to have two buses. The EDC recommends it and the holiday lights on a vote of 6-1.

- 2) Ms. Finlayson stated that the buses would not run during the parade. They are 15 passenger buses.

b. \$3,000 to purchase holiday lights to decorate the trees in the Village

Motion: by Mr. Bourgeois to approve the EDC grant of \$5,000 to the Chamber of Commerce for shuttle buses on Saturday, December 11th and to purchase holiday lights to decorate the trees in the Village.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

c. \$3,050 to pay for additional activities on Wassail Weekend

- 1) Mr. Spector stated that this would be for three new activities. These activities would be horse and carriage rides, a group of actors in costume talking about Woodstock walking around the Village, and smores on the Green.

Motion: by Ms. Cole to approve the EDC grant of \$3,050 to the Chamber of Commerce to pay for additional activities on Wassail Weekend.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 4-1-0, passed. (Chair Riley for, Mr. Bourgeois for, Ms. Cole for, Mr. Swanson for, Mr. Doten against)

H. Other business

1. Proposals to repair Lincoln Covered Bridge

Motion: by Mr. Bourgeois to accept the proposal from Wright Construction to repair the Lincoln Covered Bridge for \$87,158.

Seconded: by Mr. Doten.

Discussion: none.

Vote: 5-0-0, passed.

I. Board of Sewer Commissioners

1. Permit – Johnson, 51 Barberry Circle – Deleted

2. Abatement request – Merrill, 75 Golf Avenue

Motion: by Mr. Bourgeois to approve the abatement request for 75 Golf Avenue as submitted by Mr. Merrill for the amount of \$956.38.

Seconded: by Chair Riley.

Discussion: none.

Vote: 5-0-0, passed.

J. Approval of minutes

1. 10/5/21 minutes

Motion: by Mr. Bourgeois to approve the minutes of 10/5/21 as submitted.

Seconded: by Mr. Doten.

Discussion: none.

Vote: 5-0-0, passed.

K. Adjournment

Motion: by Mr. Bourgeois to adjourn the meeting at 9:10 pm.

Seconded: by Mr. Swanson.

Discussion: none.

Vote: 5-0-0, passed.

Respectfully submitted,

Nikki Nourse