

**Town of Woodstock
Select Board Meeting
March 3, 2022
8:00 am
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Mary Riley, Ray Bourgeois, Keri Cole, Joe Swanson, Susan Ford, William Kerbin, Nikki Nourse, Fire Chief David Green, Jennie Auster

A. Call to order

1. Mr. Kerbin called the Select Board Meeting of March 3, 2022, to order at 8:02 am.

B. Additions to & deletions from posted agenda

1. Additions
 - a. Set next meeting date
 - b. Vail Field improvement update

C. Citizen comments – none

D. Reorganization of the Board

1. Mr. Swanson nominated Ms. Riley for Chair.
2. Ms. Cole nominated Mr. Swanson for Chair.

Motion: by Ms. Cole to nominate Mr. Swanson for Chair of the Select Board.

Seconded: by Ms. Riley.

Discussion: none.

Vote: 5-0-0, passed.

3. Ms. Cole nominated Mr. Bourgeois for Vice Chair.
4. Mr. Swanson nominated Ms. Riley for Vice Chair.

Motion: by Ms. Cole to nominate Mr. Bourgeois for Vice Chair.

Seconded: by Ms. Ford.

Discussion: none.

Vote: 5-0-0, passed.

E. Adopt newspapers of record

Motion: by Ms. Riley to adopt the Vermont Standard as the newspaper of record, with the Valley News as the backup.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

F. Permits

1. Overweight truck permits

- a. Harveys Plumbing & Excavating LLC
- b. JP Carrara & Sons Inc
- c. Barrett Trucking Co Inc
- d. Bethel Mills Inc
- e. D&D Excavating Inc
- f. Markowski Excavating Inc
- g. Feed Commodities International Inc
- h. McCullough Crushing Inc
- i. Chevalier Drilling Co Inc

Motion: by Ms. Riley to approve the overweight truck permits for Harveys Plumbing & Excavating LLC, Barrett Trucking Co Inc, Bethel Mills Inc, D&D Excavating Inc, Feed Commodities International Inc, and Chevalier Drilling Co Inc as submitted.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

G. Old business

1. Certified Local Government Ordinance – tabled

H. New business

1. Municipal appointments

a. Tree Warden

- i. Don Wheeler

b. Health Officer

- i. Chief Green

c. Inspector of Lumber

- i. Fred Barr

d. Delinquent tax collector

- i. Mr. Kerbin

e. Truant Officer

- i. Chair Swanson

f. Two Rivers Ottauquechee Regional Commission Representative

- i. Brad Prescott

g. Greater Upper Valley Solid Waste Management District Representative

- i. Mr. Kerbin

h. Town Service Officer

- i. Mr. Kerbin

i. Pound Keeper

- i. Kelly Linton

j. Design Review Board (So Woodstock)

- i. Charles Humpstone

k. Development Review Board (2)

- i. Wade Treadway
- ii. Don Bourdon – stepping down

l. Planning Commission (2)

- i. Mary Margaret Sloan
- ii. Ben Jervey

m. Fence Viewers (3)

- i. Fred Barr
- ii. Richard Roy
- iii. Joseph Lucot

n. Economic Development Commission (2)

- i. Larry Niles
- ii. Marion Abrams

o. Billings Park Commission (2)

- i. Sam Segal
- ii. Don Wheeler – stepping down

p. Town Library Rep – Joe Boyd

q. REMC Rep

- i. Mr. Kerbin

Motion: by Ms. Cole to reappoint the municipal appointments as listed.

Seconded: by Mr. Bourgeois,

Discussion: none.

Vote: 5-0-0, passed.

2. South Woodstock WWTF Update

a. Award of Construction Contract to Neil H Daniels Inc

- i. Ms. Auster stated the amount of the bid is \$3,530,460 conditional upon the issuance of the Vermont Bond Bank loan. This went out to bid in May 2021. They went through the process of securing additional grants to make the project whole. They are now at the point where Daniels has held

their price. They are ready to award and advance with the project to initiate construction this construction season.

Motion: by Ms. Riley to authorize award of the construction contract to Neil H. Daniels, supported by the Vermont Department of Environmental Conservation (VTDEC), and the Vermont Bond Bank (VBB), conditional upon issuance of the VBB loan.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

b. Increase in Construction Phase Engineering fee

- i. Ms. Auster stated that for Daniels to hold their price, they asked for an increase in the construction period duration that was dated in the original contract. It is required by VTDEC to provide project representatives on site during the duration of the construction period. There was an increase associated with that increase in duration for the construction. The increase is \$50,406. This was reviewed by VTDEC to confirm eligibility. They need to adopt this. This is an increase specifically to their current construction phase engineering contract.

Motion: by Ms. Cole to authorize an increase in engineering fee as noted above, supported by the Vermont Department of Environmental Conservation.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

I. Other business

1. Vail Field Improvement Update

- a. Chair Swanson stated that he met with Joel Carey, Gail Devine, and John Malcom (baseball coach) and they have a product selected, and a contractor selected to that portion of the baseball diamond. They are going for a grant from the EDC, but they would like to get the contractor secured for the summer. They have the \$38,000 from previous election cycles that he would like to move over to the Rec Center now so the Rec Center can secure the contractor. The total project is about \$98,000. Some of the funds are coming from EDC grant money and some are coming from fundraising.

Motion: by Ms. Riley to approve authorizing payment to the Woodstock Rec Department for \$38,000 that remained in a balance of funds dedicated for Vail Field improvements from previous votes at annual meetings.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

2. Set meeting for March night meeting

- a. The Select Board night meeting will be held on March 14th at 6:00 pm.

J. Board of Sewer Commissioners

1. Abatement Requests

a. Sherman – 1054 West Woodstock Road

Motion: by Mr. Bourgeois to abate the sewer bill for 1054 West Woodstock Road as requested by Sherman.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

b. Kausz – 14 High Street

Motion: by Mr. Bourgeois to abate the second sewer bill for Ms. Kausz due to having only one water meter.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 5-0-0, passed.

c. Woodbury – 94 Woodbury Road

Motion: by Ms. Cole to reduce the bill amount for Ms. Woodbury to a one person rate.

Seconded: by Ms. Riley.

Discussion: none.

Vote: 5-0-0, passed.

2. Sewer permit – LeFever & Wood – 61 Academy Circle

Motion: by Ms. Cole to change the sewer usage to a 5 bedroom residence.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

K. Approval of minutes

1. 1/25/22 Special Meeting Minutes

2. 1/26/22 Emergency Meeting Minutes

3. 1/28/22 Special Meeting Minutes

Motion: by Ms. Cole to approve the minutes of 1/25/22, 1/26/22, and 1/28/22 and submitted.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

L. Adjournment

Motion: by Ms. Cole to adjourn the meeting at 8:49 am.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*