

**Town of Woodstock  
Select Board Meeting  
May 17, 2022  
6:00 pm  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Joe Swanson, Ray Bourgeois, Keri Cole, Fire Chief David Green, Nikki Nourse, Tess Hunter, Jill Davies, Tom Meyerhoff, Tory Littlefield, Patrick Fultz, Rebecca Mitchell, Jeffrey Kahn, Lisa Lawlor, Wendy Murrinan, Roger Logan

**A. Call to order**

1. Chair Swanson called the Select Board Meeting of May 17, 2022, to order at 6:02 pm.

**B. Additions to & deletions from posted agenda**

1. Additions
  - a. Finance Committee Update
  - b. Rosenberg's Rules of Order
  - c. July 4<sup>th</sup> Fireworks

**C. Citizen comments**

1. Mr. Logan asked what the process is going to be for getting a new Town Manager.
  - a. Mr. Bourgeois stated that they have not established that yet. They are working on that process right now.

**D. Manager's report**

**1. General report**

- a. Chief Green stated that he is working on a grant to cover engineering for the main sewer plant which they should get without a problem. They should get an estimate of total cost of the main sewer plant cost in early fall.

**2. Financial report**

- a. Financial report was discussed.

**E. New business**

**1. Cannabis Commission recommendations & discussion**

- a. Ms. Littlefield stated that the State Cannabis Control Board finally released some guidance on how to set up a local control commission. It is optional.

**Motion:** by Mr. Bourgeois to set up a Cannabis Control Board comprised of the Select Board which will be advised by the local Cannabis Commission.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

### **2. Approve Special Town Meeting Warning**

**Motion:** by Ms. Cole to approve the Special Town Meeting Warning for June 21, 2022.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 3-0-0, passed.

### **3. Dispatchers Union Contract**

- a. To be discussed in executive session.

### **4. ESB financial update**

- a. Chief Green stated that they are almost done the project. They have a few large items outstanding which is paving the yard and HVAC is still not correct.

## **F. Other business**

1. Chair Swanson stated that the Town has received a petition certified by the Clerk as having the appropriate number of signatures. It is a petition for a town wide vote on zoning bylaws.

2. Rosenberg's Rules of Order

- a. Chair Swanson stated that Village Trustees have adopted Rosenberg's Rules of Order which I smore concise and easier to navigate.

**Motion:** by Mr. Bourgeois to adopt Rosenberg's Rules of Order for Select Board meetings.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

3. July 4<sup>th</sup> Fireworks

- a. Chair Swanson stated that there is \$7,500 budgeted for fireworks. There is an EDC grant of \$5,000 that the EDC will match presuming that the Select Board or Town does its due diligence in requesting private donations. In addition, there is \$4,100 left over from line item July Fourth Celebration FY22 that we could us to fund remaining costs.

**Motion:** by Mr. Bourgeois to move line item 5601-924 July 4<sup>th</sup> celebration in the amount of \$4,100 to capital budget.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

4. Finance Committee update

- a. Ms. Davies stated that the Capital Budget Committee will morph into the Finance Committee and take on additional responsibilities. There are four members of the current Capital Budget Committee who would

like to continue. They want to advertise this committee and get new blood. Jon Spector is one of the people interested in joining. That makes five people who are interested. She thinks they should make it more open, advertise, and see if anybody else wants to join. That would make it a seven person committee. It is a working committee. It is not a decision making committee. There is a plenty of work to do.

**Motion:** by Ms. Cole to increase the Finance Committee size to seven members and to advertise immediately to fill the positions.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 3-0-0, passed.

#### **G. Board of Sewer Commissioners**

##### **1. Sewer permit - Calabrese - 71 Shurtleff Lane**

**Motion:** by Mr. Bourgeois to approve the sewer permit for 71 Shurtleff Lane as submitted by Calabrese.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

##### **2. Sewer abatement request - Hwang - 169 Eaton Place**

- a. Chair Swanson stated that they did not pay their sewer bill in time.
- b. Chief Green stated that the check was dated April 15<sup>th</sup>.

**Motion:** by Mr. Bourgeois to deny the sewer abatement request for 169 Eaton Place as submitted by Hwang.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

#### **H. Executive session to discuss contract**

**Motion:** by Mr. Bourgeois to enter executive session at 6:33 pm.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

The Select Board exited executive session and resumed the normal meeting at 6:49 pm.

**Motion:** by Mr. Bourgeois to approve the Dispatchers Union Contract.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

#### **I. Approval of minutes**

##### **1. 5/2/22 joint minutes**

**2. 5/3/22 minutes**

**Motion:** by Mr. Bourgeois to approve the minutes of 5/2/22 and 5/3/22 as submitted.

**Seconded:** by Mr. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

**J. Adjournment**

**Motion:** by Mr. Bourgeois to adjourn the meeting at 6:54 pm.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-0-0, passed.

*Respectfully submitted,  
Nikki Nourse*