

**Town of Woodstock  
Select Board Meeting  
June 7, 2022  
10:00 am  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Joe Swanson, Ray Bourgeois, Keri Cole, Susan Ford, Tom Yennerell, Fire Chief David Green, Nikki Nourse, Jill Davies, Zoie Parent, Elijah Lemieux, Jon Spector, Karim Houry, Tom Meyerhoff, Tom Ayres, Laura Avellino, John Peters, Patrick Fultz, Antonia Richie, Ellen LeFever, Michael Gaughan

**A. Call to order**

1. Chair Swanson called the Select Board Meeting of June 7, 2022, to order at 10:00 am.

**B. Planning Commission Interviews**

**1. Laura Powell**

- a. Ms. Powell stated that she lives in Woodstock. She moved here last year with her husband, who grew up in Pomfret, and her two year old daughter. She is interested in joining the Commission because she thinks it is good to learn by doing. She cares a lot about this community. This community is very caring. She is interested in learning about the legacy and how they move forward as a community.

**2. William Boardman – did not show.**

**3. Brad Lawrence**

- a. Mr. Lawrence stated that he has lived in Woodstock for four years. He moved up with his wife and two kids. They had another kid. This is their forever home. He wants to be involved in the Town. He wants to have some input and insight into how decisions are getting made for the future of the Town.

**C. Finance Committee Interviews**

**1. Jon Spector**

- a. Mr. Spector stated that he had a house in Woodstock for 25 years. He lived here full time for eight years. He does not have a problem with night meetings. He has a MBA. The current financial systems work accurately. However, this is a real opportunity to support the Select Board, Trustees, Town Manager, and who community in terms of reporting.

**2. Karim Houry**

- a. Mr. Houry stated that before he and his wife bought the inn in Woodstock he was in financial services. He worked at American Express. He had experience running departments, large staff, and fairly large budgets. He was on the finance product development side, but he is also a process expert. He has an MBA in finance from NYU. He moved to Woodstock four years ago. He participated on a number of volunteering type opportunities. One of them being the Woodstock Area Relief Fund. He was also on the Cannabis Committee. He can provide some value to add

to the Finance Committee. He has been to many budget meetings. He sees opportunities to potentially improve some of the processes. He hopes to help provide faster access to information and reporting that might be helpful to not only the two boards but also to the management of the Town and staff.

### **3. Ellen LeFever**

- a. Ms. LeFever stated that she has lived in South Woodstock full time for five years. She has an MBA. She worked as an accounting professional for quite a few organizations. She worked for the Hurst Corporation as a business manager of a magazine. She worked in Alaska for the Trans Alaska Pipeline. She worked for the budget and financial accounting department. She has worked in operations. She also did capital projects. She did the budget process there for ten months out of the year. She worked with department managers on their budget and supplied them with financial data.

#### **D. Additions to & deletions from posted agenda**

1. Additions
  - a. Executive session
  - b. VT Bond Bank Award

#### **E. Citizens comments**

1. Mr. Spector stated that he has a request from the EDC to approve a \$500 grant out of their annual cycle. The Chamber of Commerce came to the EDC at their last meeting on Thursday on behalf of the Chamber and the restaurant owners in Woodstock who have gotten together as a group and are starting to coordinate to figure out collectively how they can deal with the peak demand for lunch and food in general when visitors overwhelm the Town. They have come up with a program to address one portion of the portion which is people being frustrated restaurants are closed. They are proposing a website that is updated and keeps a list of restaurants and their hours.

**Motion:** by Ms. Ford to approve the EDC grant of \$500 for the restaurant project as described.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 4-0-0, passed.

#### **F. Manager's report**

1. Chief Green stated that they recently hired the service of Tom Yennerell as Interim Town Manager. He will be with us until we hire a new Town Manager. He welcomed Mr. Yennerell. The Town and Village have hired Steven Bauer as the Zoning Administrator. He has been filling in since the departure of Neal Leitner the last couple of months. Mr. Bauer will start July 5<sup>th</sup> or 6<sup>th</sup>. They are looking forward to him starting. The Zoning Office is unstaffed during this period. He will be contracting with us eight hours a week to keep permits moving. The EMS contracts are dur for service with the Towns we have ambulance contracts with. They are still working on the contact with Pomfret.

#### **G. Permits**

1. Parade/Event Permit – Vermont 100 Endurance Race – Rusiecki

- a. Chair Swanson stated that this race is on side roads. Not real traffic control is needed.

**Motion:** by Mr. Bourgeois to approve the parade/event permit for Vermont 100 Endurance Race and submitted by Rusiecki.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 4-0-0, passed.

## **2. Liquor License Application – Sante LLC – Sante Woodstock**

- a. Chair Swanson stated that this is for 61 Central Street. It is for a first and third class license.

**Motion:** by Ms. Ford to approve the liquor license application for Sante LLC for a first and third class license as submitted.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 4-0-0, passed.

## **H. New business**

### **1. Resolution for a local Cannabis Control Commission**

**Motion:** by Mr. Bourgeois to approve the resolution for a local Cannabis Control Commission.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 4-0-0, passed.

### **2. Paving bid**

**Motion:** by Mr. Bourgeois to approve the paving bid to Blaktop for the paving of River Street and Mountain Avenue, and the sidewalks for Pleasant Street, Elm Street, and Prospect Street.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 4-0-0, passed.

### **3. Dump Truck bid**

- a. Mr. Lemieux stated that they received two bids and have reviewed them both. They both meet their specifications. The ATG bid was less at \$175,085 that included a seven year comprehensive warranty. That is the net after the trade. It is in line with what they have budgeted.

**Motion:** by Mr. Bourgeois to approve the Dump Truck Bid to ATG for the amount of \$175,085.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 4-0-0, passed.

### **4. Skyland Lane – Road Section Discontinuance**

- a. Chief Green stated that Mr. Mueller is requesting that the road right around his driveway is discontinued. He is willing to put in a turnaround that meets their specifications. He owns everything around that property. There are no ancient roads or known right of ways. He is going to pay for everything.

**Motion:** by Mr. Bourgeois to approve the discontinuance of the portion of Skyland Lane that borders Mr. Muller's property with the condition that he put in a turnaround that meets the Town's specifications.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 4-0-0, passed.

#### **5. Pomfret Ambulance Contract**

a. Discussed in executive session

#### **I. Other business**

1. Mr. Gaughan stated that he is the executive director of the Vermont Bond Bank. He provides financing for facilities and infrastructure projects around the State. Capital planning is a prerequisite for really good debt management. They have awarded four awards based upon the size of the community around the State. He is happy to award the Town of Woodstock for their work in their capital plan. He is happy to highlight their work and see it ongoing.

a. Chief Green stated that this award would not be possible without the heavy lifting of the Capital Budget Committee.

#### **J. Board of Sewer Commissioners**

##### **1. Sewer Abatement Request – 2588 East Woodstock Road – Roylance**

a. Ms. Ford stated that Mr. Roylance came into the office to pay and somehow there was miscommunication about what he had to pay.

b. Chief Green stated that Mr. Roylance gave his parcel id and paid his sewer bill but was unaware about the other parcels/apartments that get their own bills.

**Motion:** by Mr. Bourgeois to approve the sewer abatement request to forgive penalty and interest for 2588 East Woodstock Road for the three apartments.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 3-1-0, passed. (Chair Swanson for, Mr. Bourgeois for, Ms. Cole for, Ms. Ford against).

##### **2. New sewer billing**

**Motion:** by Mr. Bourgeois to keep the sewer billing the same as previous years and bill by meter reading or single, couple, and family rate yearly.

**Seconded:** by Ms. Ford

**Discussion:** none.

**Vote:** 3-1-0, passed.

#### **K. Approval of minutes**

##### **1. 5/17/22 minutes**

**Motion:** by Ms. Cole to approve the minutes of 5/17/22 as submitted.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 3-0-1, passed. (Chair Swanson for, Mr. Bourgeois for, Ms. Cole for, Ms. Ford abstained).

##### **2. 5/31/22 joint minutes**

**Motion:** by Ms. Ford to approve the minutes of 5/31/22 as submitted.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 4-0-0, passed.

#### **L. Executive session**

**Motion:** by Ms. Ford to enter executive session to discuss appointments at 11:19 am.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 4-0-0, passed.

The Select Board exited executive session and resumed the public meeting at 11:27 am.

**Motion:** by Ms. Ford to appoint Laura Powell and Brad Lawrence to the Planning Commission.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 4-0-0, passed.

**Motion:** by Mr. Bourgeois to appoint Jon Spector, Karim Houry, and Ellen LeFever to the Finance Committee.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 4-0-0, passed.

**M. Adjournment**

**Motion:** by Ms. Ford to adjourn the meeting at 11:29 am.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 4-0-0, passed.

*Respectfully submitted,  
Nikki Nourse*