

**Town of Woodstock
Select Board Meeting
September 6, 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, Nikki Nourse, Tyler Reynolds, Sarah Glasser Tucker, Jon Spector, Roger Logan, Zoie Parent, Tess Hunter, Nancy Sevcenko, Seton McIlroy, Charlie Degener, Jeff Salvador, Greg McKenney

A. Call to order

1. Chair Swanson called the Select Board meeting of September 6, 2022, to order at 10:00 am.

B. Interviews for Town Historic Preservation Commission

1. Charlie Degener

- a. Mr. Degener stated that he is presently the Town Clerk in Woodstock. He has a master's degree from UVM in Historic Preservation. He previously worked for the Vermont Division for Historic Preservation in Montpelier administering a couple grant programs they had. He can most likely make most meetings depending on the night they are held.

2. Nancy Sevcenko

- a. Ms. Sevcenko stated that she thinks this Commission is a terrific idea. She thinks a lot is already being done by the History Center, but this would bring more State money in. she can see all sorts of ways of promoting the historic architecture of the Town. She has the time to make the meetings.

3. Sarah Glasser Tucker

- a. Ms. Tucker stated that she is an interior designer. She is interested in architecture and historic preservation. She moved to Woodstock 2½ years ago. The historic nature of the Town was one of the main attractions for her. She is interested in doing some work to maintain that and to help the cause in any way. She does not have a background in historic preservation, but she does have an interest and a passion in it.

C. Citizen comments

1. Mr. Spector stated that he made a mistake and did not get materials to Ms. Nourse in time. His intention was to approve an extension of funding for the marketing program. It is for \$45,000. He feels like it is a significant item.
 - a. Chair Swanson stated that they will put it on the next agenda.
2. Mr. Logan stated that he has a significant concern about the way this Municipal Manager search has been communicated to the public. Minutes are missing information regarding executive session. They do not state why they went into executive session or what actions were taken. This process is something that the people of the Town and Village of Woodstock should have had significant input on. This is somebody who is

going to have a huge impact on the operations of the Town and on our taxes. The communication on decisions regarding this process have been inadequate.

D. Additions to & deletions from posted agenda – none.

E. Manager's report

1. Mr. Yennerell provided a report (included in minutes).
2. Mr. Yennerell stated that the first edition of the FY24 budget was submitted to the Finance Committee on 8/29. The schedule for the remainder of the budget process will be posted online. Tax bills were mailed out on September 1st. An interview panel consisting of the Select Board and Trustee chairs, the Municipal Manager and the former Director of Public Works will start interviews for a new DPW on 9/7. Beginning September 6th, the Manager's Office will be closed between noon & 1 pm.
3. Mr. Yennerell stated that Ms. Parent provided a financial report that she handed out.
 - a. Ms. Ford stated that it is not okay to be getting this right as the meeting starts. They cannot have a meaningful discussion. They need it in advance. She would like this updated and resubmitted for their next meeting.
 - b. Mr. Bourgeois stated that he thought they discussed not having Sarah Macy this fiscal year because they do not have the funds.
 - c. Ms. Parent stated that her current contract ends December 2022.
 - d. Ms. Ford stated that she would request that it be brought before the boards before any contract like this is extended.
 - e. Chair Swanson agreed. If there is any interest in extending the board would need to review it.

F. Old business

1. Acceptance of new road and land transfer – Loop Road

- a. Mr. McKenney stated that he is with Murray Masterson. In February 2021, they got approval from the Select Board to relocate Loop Road. It is a 1,500 linear foot section. Work has been completed. They are at the stage where they want to do a land swap with the Town and Fernbrook LLC. They have it drafted up with a surveyor, Bob Farnsworth and Attorney Peter Vollers is involved as well. Elijah Lemieux went there with the contractor. They had talked about a few changes that were implemented during construction.

G. New business

1. Truck bids

a. Highway dept three quarter ton four wheel drive

- i. Mr. Yennerell stated that they only received one bid. Friday, he reached out to this fellow to see if he could give us a little more information. Ford does offer municipal or fleet pricing. He wanted to know whether that is what they are looking at here or no. It is hard to compare this bid to a standard truck because it is not. This is strictly a cab and chassis. He thinks they find the super cab much more efficient when they are doing jobs that require more people. This makes it easier, so they do not have to drive two trucks.
- ii. Chair Swanson stated that he has seen them doing that at storm sites and different projects

Motion: by Ms. Ford to accept the proposal for the 2023 F250 Super Cab with Iroquois body and plow with the net price of \$56,756 from Ford of Claremont contingent on municipal pricing.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 4-0-0, passed.

b. Sewer one ton four wheel drive

- i. Chair Swanson stated that there is also only one bid from Ford of Claremont.

Motion: by Ms. Ford to accept your proposal for the 2023 F350 cab/chassis with Iroquois body and plow with the net price of \$52,087 from Ford of Claremont contingent on municipal pricing.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 4-0-0, passed.

2. Gravel bids

- a. Chair Swanson stated that they received bids from Pike, Casella, and Twin State.
- b. Mr. Yennerell stated that Pike is the low bidder on all those. He and Mr. Lemieux recommend accepting the gravel bids for all four different types of gravel from Pike.

Motion: by Mr. Bourgeois to accept your proposal for gravel at the following prices:

- ¾" crushed gravel delivered at \$17.50 per ton
- ¾" cer pak delivered at \$16.50 per ton
- ¾" crushed gravel FOB at \$9.00 per ton
- ¾" cer pak FOB at \$8.00 per ton

Seconded: by Ms. Ford.

Discussion: none.

Vote: 4-0-0, passed.

3. Sand bids

- a. Mr. Yennerell stated that Twin State is the only vendor that has provided a bid for all three items. This sand is primarily used when there are ice storms. Twin State is our current vendor for sand.
- b. Tabled.

H. Other business – none.

I. Executive session to discuss appointments

Motion: by Ms. Ford to enter executive session under 1 VSA 313(3) at 10:44 am.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 4-0-0, passed.

The Select Board exited executive session and resumed the public meeting at 10:47 am.

Motion: by Ms. Cole to appoint Mr. Degener, Ms. Sevchenko, and Ms. Tucker to the Town Historic Preservation Commission.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 4-0-0, passed.

J. Approval of minutes

1. 7/19/22 minutes

Motion: by Ms. Cole to approve the minutes of 7/19/22 as submitted.

Seconded: by Mr. Bourgeois.

Discussion: none.

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

2. 7/29/22 joint minutes

3. 8/9/22 joint minutes

- a. Add that they took no action and no votes
- b. State reason for going into executive session
- c. Tabled

4. 8/16/22 minutes

Motion: by Mr. Bourgeois to approve the minutes of 7/29/22 and 8/16/22 as submitted.

Seconded: by Ms. Ford.

Discussion: none.

Vote: 3-0-0, passed. (Ms. Cole left the meeting)

K. Adjournment

Motion: by Ms. Ford to adjourn the meeting at 10:53 am.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 3-0-0, passed.

*Respectfully submitted,
Nikki Nourse*

Municipal Manager's Report
September 6, 2022

1. The first edition of the FY 24 was submitted to the Finance Committee on 8/29.

This is the schedule for the remainder of the budget process.

DEPARTMENT HEAD MEETINGS (this are public meetings)

Routine attendees: Finance Committee, Accountant, Manager and Department Head

September 15	Step5a. Finance Committee Q and A 8:00 AM + Fire and EMS 9:00 AM
September 22	Step5b. Town /Village Police and Dispatch 6:00PM
September 29	Step5c. Highway 6:00 PM
October 6	Step5d. Listers and Accounting 9:00 AM
October 13	Step 5e. Sewer 9:00 AM
October 18	Step 5f. Planning and Zoning / Town Clerk 9:00 AM
October 20	Step 5g. Municipal Manager 9:00 AM

ELECTED OFFICIAL'S MEETINGS

November 1	Step #6. Present the completed Annual Budget to the Selectboard. 10:00 AM
November 8	Step #7. Present the completed Annual Budget to the Trustees. 6:30 PM
November 15	Step #8. Selectboard Meeting Budget Discussion. 6:00 PM
December 13	Step #9. Trustees Meeting Budget Discussion 6:30 PM
December 20	Step #10. Selectboard Meeting Budget Discussion. (if needed) 6:00 PM
January 3	Step #11. Selectboard Meeting Budget Discussion. (if needed) 10:00 AM

2. Tax Bills were mailed out on September 1.
3. An interview panel consisting of the Selectboard and Trustees chairs, the Municipal Manager and the former Public Works Director will start interviews for a new Public Works Director on 9/7. During the PW Director vacancy the manager's workload will significantly increase.
4. The Taftsville Covered Bridge was damaged by a Recreational Vehicle. No structural damage occurred. The highway department repaired the damage and an insurance claim was filed on the RV owners insurance.
5. Beginning September 6 the Manager's office will be closed between noon and 1 PM.