

**Town of Woodstock  
Select Board Meeting  
October 18, 2022  
6:00 PM  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Joe Swanson, Ray Bourgeois, Keri Cole, Susan Ford, Mary Riley, Tom Yennerell, Nikki Nourse, Brittney Poljacik, Todd Ulman, Angela Ulman, Patrick Fultz, Wendy Wright, Robbie Blish, Jill Davies, John Spector, Jeffrey Kahn, Rebecca Mitchell, Steve Fulkerson, Linda Fulkerson, PJ Eames

**A. Call to order**

1. Chair Swanson called the Select Board meeting of October 18<sup>th</sup>, 2022, to order at 6:00 pm.

**B. Citizen comments – none.**

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

1. Addition – Sewer Permit from Charlie Major Enterprises

**D. Manager’s report**

**1. General report**

- a. Mr. Yennerell stated the problems had this foliage season with excessive trash around the village. All extra receptacles have been put out and extra people have been picking up trash on the weekends when Casella is unavailable to do so. Casella is contracted to do it four days a week. The Woodstock Elementary School parking lot has been reopened to the public on a limited basis; 8am-8pm weekends, holidays, and during the summer. No overnight parking. Temporary, full-time town administrative assistant has been hired. The National Park has applied for a grant of approximately \$200,000 to improve the trails within the park as well as the path from the park to the Rainbow Playschool. Technically the town is the applicant, and the money will filter through the town as a passthrough if the grant is awarded. Finally, the search for a new Public Works Director continues to go on with interviews and some recruiting as well. This search will continue until a suitable candidate has been chosen and hired.

**2. Financial report**

- a. The target percentage is 28%. Several departments are over that, with exception of a very few.

**E. Permits**

**1. Cannabis Permit**

- a. Retail dispensary in the gallery place building. Permit has been done with the town for retail. Full application has been submitted to the State Cannabis Control Board, they have scheduled an inspection for October 25<sup>th</sup>, 2022. Fire Marshall inspection is scheduled for October 27<sup>th</sup>, 2022. Expect to be licensed on November 2<sup>nd</sup>, 2022, by the state. Waiting for permission from the Woodstock Cannabis Commission to be able to open.
- b. Chair Swanson states the only problem being that there is no form created to issue a permit.

- c. Ms. Ford would like the board to review the zone permit to assure there are no conditions within that permit that need to be followed up on.

**Motion:** by Mr. Bourgeois to approve the permit for Sunday Drive for cannabis sales pending approval from the state and review of the zoning permit.

**Seconded:** by Ms. Ford.

**Discussion:** Cannabis Commission became the select board.

**Vote:** 5-0-0, passed.

#### **F. Old Business**

##### **1. Acceptance of Scope from – Bridge 1 over Gulf Stream**

- a. Alternative 2-A, deck replacement with offsite detour, cheapest for the town, and longest design life (50 years).

**Motion:** by Ms. Ford to accept alternative 2-A in the Bridge 1 project.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 5-0-0, passed.

##### **2. Approval of Speed Ordinance**

- a. The approval of these two speed ordinance changes results in needing to re-approve the entire speed ordinance
- b. Already passed, no motion needed.

#### **G. New Business**

##### **1. EDC- community grant process for 2023**

- a. Five priorities; childcare, housing, marketing, downtown rejuvenation, and events.
  1. Develop larger, but fewer grants in the five priorities.
- b. Focus on running four programs; community grants, grant writing support, storefront incentive program, and loan fund.

##### **2. Dispatch console bid and finance approval**

- a. Chief Blish stated the two dispatch radio consoles need replacing as well as the radio repeater located in the South Woodstock tower.
  1. The current consoles are obsolete, and parts can no longer be ordered for them. Additionally, the two consoles can not be run at the same time due back feeding and incompatibilities.
  2. The South Woodstock tower repeater allows the main station to transmit to the South Woodstock tower when there are emergencies in South Woodstock. This repeater could fail at any time. This piece of equipment costs around \$20,000.
- b. Currently in the communications budget there is \$56,000 in capital reserve towards replacement of this equipment. Chief Blish is asking to use that sum of money as the first down payment.
  1. Chair Swanson suggests using the capital reserve to purchase the new repeater for the South Woodstock tower.
- c. Mr. Bourgeois requests finding out the exact amount of money left over from the construction of the new emergency services building.

**Motion:** by Mr. Bourgeois to spend the money out of the \$56,000 for the repeater in South Woodstock.

**Seconded:** by Ms. Ford.

**Discussion:** Find out what is left in the building bond and potentially use that money to replace the two dispatch consoles.

**Vote:** 5-0-0, passed.

**3. Town Historic Preservation Commission Bylaws**

**Motion:** by Mr. Bourgeois to accept the Town Historic Preservation Commission Bylaws.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 5-0-0, passed.

**4. Diesel bids**

a. Three bids were received: Evans Group Inc., Suburban Propane, and Dead River Company.

1. To take advantage of the potential lowest bid, whether prices stay stable or increase Dead River's option #2 is the best option at \$4.11/gal as of October 11<sup>th</sup>, 2022. Total gallons purchased increase to 14,000 gallons.

**Motion:** by Mr., Bourgeois to select Dead River Company for 14,000 gallons at option number two.

**Seconded:** by Ms. Riley.

**Discussion:** none.

**Vote:** 5-0-0, passed.

**5. Warning Articles, funding requests post covid**

a. Chair Swanson states that special articles should require the legal number of signatures before submitting as it was in 2019 and earlier.

**H. Other business – none.**

**I. Board of Sewer Commissioners**

**1. Abatement Request – Fulkerson – 542 W. Woodstock Rd**

a. The Fulkerson's bought 542 W. Woodstock Rd and the previous owner did not pay the sewer bill on time. The Fulkerson's were then given the bill for the overdue payment charge which included interest and a penalty. Request the penalties be waived due to the fact they did not receive the bills.

**Motion:** by Mr. Bourgeois to waive the sewer penalties of \$236.40 and interest of \$266.00.

**Seconded:** by Ms. Cole.

**Discussion:** none.

**Vote:** 4-1-0, passed. (Chair Swanson approved, Mr. Bourgeois approved, Ms. Cole approved, Ms. Riley approved, Ms. Ford against)

**2. Sewer Permit – Charlie Major Enterprises LLC – Taftsville Country Store**

a. Sewer increases from 642 gpd to 1260 gpd.

**Motion:** by Ms. Cole to approve

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 5-0-0, passed.

**J. Approval of minutes**

**1. 9/20/2022 minutes**

**Motion:** by Ms. Cole to approve the minutes from 9/20/2022.

**Seconded:** by Mr. Bourgeois.

**Discussion:** none.

**Vote:** 5-0-0, passed.

**2. 10/4/2022 special minutes**

**Motion:** by Mr. Bourgeois to accept the special minutes from 10/4/2022.

**Seconded:** by Ms. Riley.

**Discussion:** none.

**Vote:** 5-0-0, passed.

**K. Adjournment**

**Motion:** by Mr. Bourgeois to adjourn the select board meeting on 10/18/2022 at 7:08 pm.

**Seconded:** by Ms. Ford.

**Discussion:** none.

**Vote:** 5-0-0, passed.

*Respectfully submitted,  
Brittney Poljacik*