

Town of Woodstock
Select Board Meeting
November 1, 2022
10:00 am
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.

Present: Chair Joe Swanson, Ray Bourgeois, Keri Cole, Susan Ford, Mary Riley, Tom Yennerell, Brittney Poljacik, David Green, Bill Corson, Zoie Parent, Karim Houry, Patrick Fultz, Jill Davies, Jon Spector

A. Call to order

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

B. Citizen comments – none.

C. Additions to & deletions from posted agenda

1. Addition - Executive session.

D. Manager's Report

1. General Report

- a. The Finance Committee did not feel they were ready to present the Fiscal Year 24 Budget today, instead the budget will be presented during the November 15th meeting. Additionally, in the last few weeks approximately 70 boards were replaced on the Elm Street bridge sidewalks. Finally, Trena Tolliver, one of the Listers, has resigned. Her last day is November 4th, 2022. The board will have to appoint a Lister to fill her position until Town Meeting.

E. Old business

1. Approve purchase of dispatch equipment

Motion: by Mr. Bourgeois to approve \$168,365 to purchase the dispatch consoles for the EMS building and to approve Mascoma for the loan.

Seconded: by Mary.

Discussion: none.

Vote: 5-0-0, passed.

F. New business

1. Fund balance policy

- a. There was a substantial fund balance for fiscal year 22. Unaudited amount of \$758,676, no anticipation that this amount will vary a lot. Woodstock has come out of their deficit spending situation after many years in the deficit. Suggestion to adopt a fund balance policy so that the town can retain this type of money as a rainy day fund. This policy suggests that 15% of the annual budget be saved as an unassigned fund balance.

Motion: by Ms. Ford to table this until the finance committee has looked at it and until the audit is complete.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 5-0-0, passed.

2. Fiscal Year 24 budget process proposal

- a. Went over the role of the Finance Committee as assigned by the Select Board and the Trustees, listed the members of the Finance Committee, covered the process for developing the FY24 budget, went over what will be presented in the report.

3. Investment Advisory Committee report

- a. The stocks and bonds have both been going down just how the market is. Still over one million dollars in the fund. This fund is roughly back in the same place as it started.

4. Approve Engineering Proposal for sewer line repair

- a. An emergency repair has been done on the sewer line already, additional repairs are necessary to uphold the integrity of the line. StanTec made a proposal of \$33,200 which includes internal inspection & reporting services, design phase engineering service, and the bid and construction services. This amount is covered by the current sewer budget.

Motion: by Ms. Ford to approve the \$33,200 coming from the sewer budget for the engineering study as outlined.

Seconded: by Ms. Riley.

Discussion: none.

Vote: 4-0-0, passed.

G. Other Business

1. Executive session

Motion: by Chair Swanson to enter executive session to discuss personnel matters 1 VSA section 313 1F3.

The Select Board exited executive session and resumed the normal meeting at 11:15 am.

H. Approval of minutes

1. 10/18/22

2. 10/25/22 special minutes

Motion: by Mr. Bourgeois to accept the minutes from 10/18/22 and the special minutes from 10/25/22.

Seconded: by Ms. Ford.

Discussion: none.

Vote: 4-0-0, passed

Motion: by Ms. Ford to reinstate the December 6th meeting to discuss the budget.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 4-0-0, passed

I. Adjournment

Motion: by Ms. Ford to adjourn the Select Board meeting on 11/1/2022 at 11:20 am.

Seconded: by Mr. Bourgeois.

Discussion: none.

Vote: 4-0-0, passed

*Respectfully submitted,
Brittney Poljacik*