

**Town of Woodstock  
Select Board Meeting  
March 21, 2023  
10:00 am  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Joe Swanson, Ray Bourgeois, Mary Riley, Keri Cole, Susan Ford, Eric Duffy, Nikki Nourse, Tess Hunter, Beth Finlayson, Fire Chief David Green, Jeffrey Kahn, Roger Logan, Patrick Fultz, Kathy Avellino, Deborah Greene, Alita Wilson, Seton McIlroy, Antonia Richie, Nick Ferro, Marie Cross, Christopher McCown, Steven Bauer, Jon Spector, Deborah Rick, Greta Thomas

**A. Call to order**

1. Chair Swanson called the Select Board Meeting of March 21, 2023, to order at 9:59 am.

**B. EDC Interviews**

**1. Greta Thomas**

- a. Ms. Thomas would like to contribute to the community. She has experience with organization, sales, marketing, graphic design, event planning, market research. She has experience serving on boards.

**2. Michael Green**

- a. Mr. Green understand the challenges to support the local community. He would like to help solve these important problems.

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

**1. Additions**

- a. Certificate of Highway Mileage
  - i. Select Board approved and signed.
- b. Executive Session to discuss appointments

**D. Citizen comments – none.**

**E. Manager's report**

**1. General report**

- a. Mr. Duffy stated he had a meeting with the South Woodstock Wastewater Treatment engineers this week about their design. They want to try to hide the large concrete mass. They had a few different design options. He asked them to go back and get a cost for each design option. They will have a public meeting about this. He also had another meeting about the Main Wastewater Treatment Facility. They are discussing a timeline.

**2. Financial report**

- a. Mr. Duffy shared reports he is working on.

**F. Permits**

1. Parade permit – Prouty Ultimate

- a. Mr. McCown stated that he is the Logistics Coordinator for the Prouty Ultimate. There are no changes. They will get the Certificate of Insurance before the event.

Motion: by Mr. Bourgeois to approve the parade permit for the Prouty Ultimate contingent on the Town receiving a Certificate of Insurance.

Seconded: by Ms. Ford.

Vote: 5-0-0, passed.

## **2. Liquor license renewals**

### **a. Bradens LLC – Outside Consumption Permit**

### **b. Sherman V Allen Inc**

#### **i. Tobacco**

#### **ii. 2<sup>nd</sup> Class**

### **c. Lincoln Inn**

#### **i. 1<sup>st</sup> Class**

#### **ii. 3<sup>rd</sup> Class**

#### **iii. Outside Consumption Permit**

### **d. Melaza**

#### **i. 1<sup>st</sup> Class**

#### **ii. 3<sup>rd</sup> Class**

#### **iii. Outside Consumption Permit**

### **e. Woodstock Hospitality**

#### **i. 1<sup>st</sup> Class**

#### **ii. 3<sup>rd</sup> Class**

#### **iii. Outside Consumption Permit**

### **f. Woodstock Resort**

#### **i. Country Club**

- 1<sup>st</sup> Class

- 3<sup>rd</sup> Class

- 2<sup>nd</sup> Class

#### **ii. Woodstock Inn**

- 1<sup>st</sup> Class

- 3<sup>rd</sup> Class

- 2<sup>nd</sup> Class

#### **iii. Kelly Way**

- 1<sup>st</sup> Class

- 3<sup>rd</sup> Class

### **g. 4778 South Road LLC (Kedron Valley Inn)**

#### **i. 1<sup>st</sup> Class**

#### **ii. 3<sup>rd</sup> Class**

#### **iii. Outside Consumption Permit**

### **h. South Woodstock Community Partnership (So. Woodstock Store) – 2<sup>nd</sup> Class**

Motion: by Ms. Ford to approve the liquor license renewals for Bradens LLC, Sherman V Allen Inc, Lincoln Inn, Melaza, Woodstock Hospitality, Woodstock Resort, 4778 South Road LLC, and South

Woodstock Community Partnership as listed above with the understanding that the State reviews all permits.

Seconded: by Ms. Riley.

Vote: 5-0-0, passed.

**G. Old business – none**

**H. New business**

**1. GMHA trail event request**

- a. The Select Board noted the events.

**2. ARPA survey results discussion**

- a. They will have more public discussion in April.
- b. Chief Green stated that the air packs are going to be \$180,000 total. \$128,000 for Woodstock and \$54,000 for South Woodstock. There is \$53,000 in capital and possibly more in the South Woodstock funds. He would only need at most \$129,000.

Motion: by Mr. Bourgeois to approve the purchase of air packs for the Fire Department in the amount to not exceed \$129,000, with the funds coming from ARPA and/or other sources.

Seconded: by Ms. Ford.

Vote: 5-0-0, passed.

**3. Approval of the Marketing funding recommendation**

- a. The EDC is looking for \$62,800 for the rest of the year.
- b. There is a lot of debate on what level of marketing is needed for Woodstock.

Motion: by Mr. Bourgeois to approve \$62,800 to the marketing proposal for the EDC, with the understanding that a survey must be completed by January 1, 2024, to get an idea of what Woodstock feels about marketing Woodstock. Advertising should mainly be done during the slow tourism times.

Seconded: by Ms. Riley.

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

- c. The EDC presented TEDx grant for \$15,000.

Motion: by Ms. Ford to approve a grant of \$15,000 to go towards TEDx Woodstock.

Seconded: by Mr. Bourgeois.

Vote: 5-0-0, passed.

**I. Other business – none.**

**J. Board of Sewer Commissioners**

**1. Sewer abatement requests**

**a. 1057 West Woodstock Road – Spector**

Motion: by Mr. Bourgeois to approve the sewer abatement request for Mr. Spector for 1057 West Woodstock Road and refund \$574 and combine his two sewer bills to the one with the meter.

Seconded: by Ms. Riley.

Vote: 5-0-0, passed.

**b. Heritage Condo Way – Oldenburg – Tabled**

**K. Executive session to discuss appointments**

Motion: by Ms. Riley to go into executive session to discuss the EDC appointment at 11:34 am.

Seconded: by Ms. Ford.

Vote: 5-0-0, passed.

The Select Board exited executive session and resumed their public meeting at 11:37 am.

Motion: by Ms. Riley to appoint Greta Thomas to the EDC.

Seconded: by Ms. Ford.

Vote: 4-0-1, passed (Chair Swanson for, Ms. Riley for, Ms. Cole for, Ms. Ford for, Mr. Bourgeois abstained)

**L. Approval of minutes**

**1. 2/21/23 minutes**

Motion: by Mr. Bourgeois to approve the minutes of 2/21/23 as submitted.

Seconded: by Ms. Riley.

Discussion: vote: 5-0-0, passed.

**M. Adjournment**

Motion: by Mr. Bourgeois to adjourn the meeting at 11:39 am.

Seconded: by Ms. Ford.

Vote: 5-0-0, passed.

*Respectfully submitted,  
Nikki Nourse*