

Woodstock Board of Selectmen Minutes

Thursday, February 17, 2022

7:00 pm

Virtual Via Zoom

Regular Meeting

A recording of this meeting can be viewed at: <https://youtu.be/aeovXhrnHLE>

1. **Call to order:** First Selectman Jay Swan called meeting to order at 7:00 pm.

- a. **Present:** First Selectman Jay Swan, Selectman Chandler Paquette, Selectwoman Charlene Perkins Cutler
- b. **Others Present:** Finance Director Karen Fitzpatrick, Diane Miller, Crystal Adams, Recording Secretary Amy Monahan

2. Approval of Minutes

- a. January 20, 2022 Board of Selectmen's Meeting
 - i. Amendment to be made: The following link to view the recording of the meeting should have been included in the minutes- https://youtu.be/kmS8_h7bX3Q
 - ii. Amendment to be made: It was stated in Agenda Item 3.a that the Planning and Zoning commission asked the Board of Selectmen for "approval to move forward with the Town of Woodstock Affordable Housing Plan with NECCOG and asked the Board to review the proposals from NECCOG and TYCHE Planning and Policy Group for the next meeting." The minutes should have read the following- "First Selectman Jay Swan had previously shared a letter with the Board of Selectmen from the Planning & Zoning Commission that asked for approval to move forward with the Town of Woodstock Affordable Housing Plan with NECCOG. First Selectman Jay Swan would like the Board to review the proposals from both NECCOG and TYCHE Planning & Policy Group for the next BOS meeting."
- b. February 9, 2022 Special Board of Selectmen's Meeting
 - i. Amendment to be made: There is a typo in Agenda Item 2.b. In the line "Director of Finance Karen Fitzpatrick explained that do to it being a revaluation year..." the word "do" should have been spelled "due".
 - 1. Chandler Paquette made a * **Motion** to approve the Minutes from of January 20, 2022 Regular Board of Selectmen Meeting and the February 9, 2022 Special Board of Selectmen's Meeting as presented with the above mentioned amendments. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**

3. ARPA Discussion

- a. Karen Fitzpatrick gave a recap of the recent activity relating to ARPA
 - i. The Board of Selectmen agreed that the Town of Woodstock should elect to use the Standard Allowance for Revenue Loss on January 6, 2022. This allows for all APRA funds allocated to be used under revenue loss guidelines and does not require additional revenue loss calculations by the auditor.

Woodstock Board of Selectmen Minutes

- ii. The Board of Selectmen voted to approve the funding allocations totaling \$1,085,000 as presented in Phase 1 ARPA Projects. The Board of Finance accepted the funding allocation on February 8, 2022.
- iii. New Requests for ARPA funds include
 - 1. NDDH is requesting funds to reach their fundraising goal of \$ 620. This money will be used for new positions including vaccinators and staff, equipment, training, and mobile software.
 - 2. Roseland Park prepared a proposal for funding in the amount of \$380,500. This money would go toward repair of the driveway, roads and parking, ADA compliant playground, heated bathrooms in the clubhouse and irrigation work.
 - 3. Emergency Management Director David Elliot is asking for funds in the amount of \$7220 to purchase organizational command boards for all 3 fire departments and the EMS office.
 - 4. Bungay Fire Brigade is asking for funds in the amount of \$18,586.92 to purchase a new Ranger for woodland rescues.
 - 5. The Town of Woodstock would like to reimburse the Recreation Department for the purchase of new Recreation Software. This software qualifies for use of ARPA funds as it reduces the spread of COVID by allowing for online registration and payment as well as assists in recreational program management.
 - 6. Woodstock Volunteer Fire is requesting funds in the amount of \$307,178.36 for the purchase of a new ambulance and required accessories.
 - 7. The WPCA is requesting funding in the amount of \$100,000 to cover costs for the engineering fees associated with the new pump station.
 - 8. TEEG is requesting funds in the amount of \$1000 per year for the next 4 years to help with additional PT staffing costs.
 - 9. The ARC is requesting funding in the amount of \$2000 to assist with the increasing costs of services provided.
 - 10. The TVCCA (Meals on Wheels) is requesting funds in the amount of \$3000. This amount is usually requested in the budget but is allowed to be paid with ARPA funds.
 - 11. NEPPS is requesting a monetary donation to assist with rising costs to provide services.
 - 12. Two businesses have requested revenue loss replacement to date- Taylor Brook and the YMCA Camp.
- iv. Jay Swan reminded those present that all funds given out to business and organizations must be monitored and reported on by the Town of Woodstock. This will require additional hours of extra work by town employees.

4. Affordable Housing

- a. There have been 277 Affordable Housing Survey responses submitted to date. The deadline for submission is March 1, 2022 and all Woodstock residents are encouraged to fill out the survey to assist the Planning & Zoning Commission with the Affordable Housing Plan updates. The survey can be found on the town website at <https://www.woodstockct.gov/home/news/affordable-housing-survey> or online at <https://www.surveymonkey.com/r/88F3VF2>. Paper copies are also available at Sweet Evalina's Stand and all post offices and libraries in the Town of Woodstock.

Woodstock Board of Selectmen Minutes

5. Consider the Appointment of the following:

- a. Cynthia Mortimer for appointment as the Conservation Commission Alternate to the Open Space Land Acquisition & Preservation Committee
 - i. Charlene Perkins Cutler made a ***Motion** to approve appointment of Cynthia Mortimer as presented. ***Seconded** by Chandler Paquette. ***Motion Passed Unanimously.**
- b. Burning Officials- all have completed DEEP certifications
 - i. Richard Baron
 - ii. Russell Dowd
 - iii. David Elliot
 - iv. Timothy Young
 - 1. Chandler Paquette made a ***Motion** to approve appointments of four gentlemen listed in agenda as our 4 Burning Officials. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**

6. Tax Rebates

- a. First Selectman Jay Swan presented 4 new tax rebates
 - i. A rebate to Hyundai Lease Titling Trust in the amount of \$270.56 for a vehicle sold in October of 2020
 - ii. A rebate to VW Credit Leasing LTD in the amount of \$144.63 for total loss of a vehicle in May 2021
 - iii. A rebate to Daren Harvey in the amount of \$85.08 for a vehicle registered in Florida as of August 2021
 - iv. A rebate to Anne Aalto Harvey in the amount of \$21.41 for a vehicle registered in Florida as of August 2021
 - 1. The Selectmen are in agreement with the above tax rebates. ***Tax Rebates Passed Unanimously.**

7. Correspondence and Announcements

- a. Jay Swan discussed the new districting in the Town of Woodstock. The Board of Selectmen will need to change the ordinance related to voting & elections which will require a town meeting. The Board of Selectmen will have to soon warn of a town meeting in late March for the redistricting issue and 8-10 other items.
- b. Emily Carlone sent a letter dated February 16, 2022. The Grand List shows a 29.2% increase over last year. The 2020 net list value was \$735,705,368. The 2021 net list value is \$950,558,963.
- c. A number of people were recently displaced from a fire in East Woodstock and one of the displaced is a single veteran. The Town of Woodstock Veteran Services Officer has been working with multiple groups to assist this resident.
- d. The State Police report the following in Woodstock for the month of January 2022
 - i. 7 Accidents
 - ii. 10 Investigations
 - iii. 1 Larceny
 - iv. 1 Burglary
 - v. 61 non-reported matters
 - vi. 0 DUI
 - vii. 1 Traffic Citations
 - viii. 0 Written Warnings

Woodstock Board of Selectmen Minutes

- e. ARPA work has begun in the Town Hall to improve the acoustics of meeting rooms. Room 1 and Room A have had sound panels installed. The ceiling tiles are on backorder but will be going in soon. Two HVAC units have been installed as well.
- f. TEEG is presenting the Art of Budgeting on March 23, 2022 and Dinner on a Dime on February 23, 2022 at the office in North Grosvenordale. Reservations are required by calling 860-923-3458
- g. A Thank you card was received from NEPPS and the ARC for inclusion in the covid test and N95 mask distributions.
- h. A Thank you letter was received from TEEG for the donations of cash, personal care items and non-perishable food items. There is also a collection of personal hair care items that will be distributed to TEEG, Daily Bread and Project Pin from the Town of Woodstock in the immediate future.
- i. A Thank you letter from resident in New Roxbury Village was sent to the Agent for the Elderly for the Christmas Gift Bag received as part of the Woodstock Giving Tree.

8. Public Comments

- a. Diane Miller would like to thank the Highway Department for the great job they did with plowing snow.

9. Adjournment

- a. Charlene Perkins Cutler made a ***Motion** to adjourn. *** Seconded** by Chandler Paquette. ***The motion passed unanimously**. The meeting adjourned at 7:37 pm.

Respectfully submitted by Amy Monahan, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the Board of Selectmen. Please refer to next month's meeting for approval/amendments.