

Woodstock Board of Selectmen Minutes

Thursday, April 7, 2022

4:00 pm

Regular Meeting

Town Hall, Room A

1. Call to order: First Selectman Jay Swan called meeting to order at 4:00 pm.

- a. **Present:** First Selectman Jay Swan, Selectman Chandler Paquette, Selectwoman Charlene Perkins Cutler.
- b. **Others Present:** Finance Director Karen Fitzpatrick, Board of Finance Chairman Michael Dougherty, Emergency Management Director Dave Elliot, Diane Miller, Dawn Adiletta, Crystal Adams, Kevin Withers and Recording Secretary Amy Monahan
- c. Jay Swan made a request to add approval of meeting minutes from the April 6, 2022 Special Meeting to the agenda.
 - i. ***Motion** made by Chandler Paquette to add approval of meeting minutes from the April 6, 2022 Special Meeting to the agenda as item 2.b. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**

2. Approve the Minutes of March 17, 2022 Board of Selectmen Meeting

- a. Chandler Paquette made a motion to approve Minutes of March 17, 2022 Board of Selectmen Meeting as presented. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**
- b. Charlene Perkins Cutler made a *** Motion** to approve the April 6, 2022 Special Meeting Minutes as presented. ***Seconded** by Chandler Paquette. ***Motion Passed Unanimously.**

3. Update on American Rescue Plan Phase 1

- a. Director of Finance Karen Fitzpatrick stated the annual project and expenditure report for the US Treasury is complete.
- b. There have been 2 new requests for ARPA funding under Phase 1
 - i. Dive Team Equipment in the amount of \$9,510.00 has been requested by Dave Elliot on behalf of the dive team. Upgrades include adding a “pony bottle” to the current air tank set up for their safety (this is required for our dive team to operate with the Tolland team). They also need a new communication system as the current system is not adequate. Additional suits that meet safety standards are needed for new members and continued growth of the dive team.
 - 1. Jay Swan asked if there are other options for purchasing the equipment. Dave Elliot explained that they use that company for training and that company tailors the gear to meet the training needs. The company also gives an equipment discount because the dive team is a training customer.
 - 2. This would come out of the approximate \$77,000 in funding remaining in Phase 1 ARPA allocation.
 - ii. The town is requesting \$30,000 to purchase a SUV for town hall inspections to replace the current Building Inspector pick-up. Driving the current vehicle is a safety concern. A new vehicle

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would primarily be for the Building Inspector but be available also for Land Use, Recreation & Assessor.

- iii. Chandler Paquette made a ***Motion** to approve up to \$30,000 for purchase of a Town Vehicle and approve \$9,510 for dive team equipment bringing the total fund amount allocated from ARPA funding for Phase 1 to \$1,124,510. ***Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously.**
- c. To date, \$58,000 has been spent out of allocated Phase 1 funding. A monthly report of ARPA expenditures is supplied to the Board of Finance.

4. Discuss future Board of Selectmen Meetings

- a. Jay Swan raised the consideration of holding all BOS meetings, beginning in May, live and in person. There were very few, although consistent, remote attendees. He mentioned the Executive Orders creating remote and hybrid meetings expire on April 30th. He also asked that we affirm BOS meetings will be held at 4PM for the first and 7PM for the second, monthly. Jay also suggested the ARPA updates be moved to the first meeting of the month. By doing so this would enable Finance Director, Karen Fitzpatrick, to report without returning from home for 7PM.
 - i. Chandler Paquette made a ***Motion** to hold all meetings live and in person going forward, continue 4 pm on first Thursday and 7 pm on third Thursday and have ARPA updates on the first Thursday. ***Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously.**

5. Discussion and Approval of FY 23 Budget Adjustments to Comply with Proposition 46

- a. The two town commissions that had not submitted budget requests still have not submitted a FY 23 budget.
- b. Karen Fitzpatrick reviewed the details of changes made to the proposed budget including increases in contractual services as well as decreases in previously submitted requests from departments and commissions. The adjustment increases total \$3146 and decrease total is \$8499 with an overall decrease of \$5353 bringing the general budget to the amount of \$5,575,492 which is exactly what the Board of Finance approved.
- c. Charlene Cutler made a ***Motion** to approve the newly adjusted general budget in the amount of \$5,575,492. ***Seconded** by Chandler Paquette. ***Motion Passed Unanimously.**

6. Tax Rebates

- a. First Selectman Jay Swan presented 8 new tax rebates
 - i. Peake Brook LLC, Amount \$446.64, Double payment of second installment January 2022
 - ii. Attorney Michele Palulis, Amount \$32.13, Double payment of real estate taxes, attorney & home owner
 - iii. Corelogic Tax Service, Amount \$1,022.36, Double payment by Corelogic & Property Owner 2nd Installment
 - iv. Corelogic Tax Service, Amount \$1,189.01, Double payment by Corelogic & Property Owner, 2nd Installment

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- v. Corelogic Tax Service, Amount \$2,437.80, Double payment by Corelogic & Property Owner, 2nd Installment
- vi. Corelogic Tax Service, Amount \$1,547.85, Double payment by Corelogic & Property Owner, 2nd Installment
- vii. Corelogic Tax Service, Amount \$2,862.12, Adjustment made on assessment, Open Space 490 Filed Timely
- viii. Robert Billings, Amount \$1,000, Pricing Corrections, Assessment Change and Double Billing Corrections
 - 1. Chandler Paquette made a ***Motion** to accept tax rebates as presented. ***Seconded** Charlene Perkins Cutler by. ***Tax Rebates Passed Unanimously.**

7. Consider the Appointment of the Following

- a. Mike Blanchflower to the Quasset School Advisory Board
- b. Kyra Litschauer to the Quasset School Advisory Board
- c. R. Sky Bridgman to the Historical Properties Commission
- d. Rachael Budd to the Arboretum Committee
 - i. Chandler Paquette made a ***Motion** to appoint the four individuals as presented. ***Seconded** Charlene Perkins Cutler by.

8. Accept the Resignation of Dotti Durst from the Woodstock Economic Development Commission

- a. Charlene Perkins Cutler made a ***Motion** to accept the resignation of Dotti Durst from the Economic Development Commission. ***Seconded** by Chandler Paquette. ***Motion Passed Unanimously.**

9. Review the Application to Park Independent Trailer submitted by Jonathan Higgins on Smith Road for use during new home construction

- a. This application was approved by the Health Department.
- b. There was discussion of the Town Trailer Ordinance and where it applied. Specifically: trailers are allowed while the property owner is building a house, with permission of the Board of Selectmen. It is valid for one year and may be extended for a second year if needed.
- c. Charlene Perkins Cutler made a ***Motion** to approve the application to park an Independent Trailer submitted by Jonathan Higgins, Smith Road for use during new construction. ***Seconded** by Chandler Paquette. ***Motion Passed Unanimously.**

10. Correspondence and Announcements

- a. Multiple letters were received from Reverend Jamie Harrison and Jay Swan responded to both. Specifically, Rev. Harrison was concerned with a missing monument on the small Common between Old Hall and Pulpit Rock Rds. This had been placed by the 300th Tercentenary Committee prior to 1986. Jay Swan asked Charlene Perkins Cutler to follow up with Reverend Harrison as she served on the committee that dealt with the plaques and funds in question.
- b. TEEG mobile pantry will be at the Woodstock Town Hall again on April 21st at 1pm.
- c. Transportation from the Northeast CT Transit District is free April 1-June 30th.
- d. The Northeast Probate Court Office will hold an informational event on May 18th at the Town Hall. Further details coming soon.

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- e. The next Teamster Contract negotiation meeting is scheduled for April 27th
- f. The recreation Department has many upcoming events including the Summer Twilight Concerts Series at Roseland Cottage beginning in June 29th , Annual Easter Egg Hunt at Roseland Cottage on 4/9/22, Squirt Soccer registration is open on the web site. Register by April 18th,, Town Wide Tag sale on June 11th, Register on the website, Pony Camp at Stargazer Farm, Senior Social Hour Thursdays at 1pm, Town Wide Cleanup on April 10th sponsored by Rec. & Conservation Commissions. This event made possible with a grant from the Last Green valley and support of Roseland Park & Woodstock Highway Department. After a 2 year hiatus the Memorial Day Road Race (40th Anniversary!) and Parade returns. Information for all these events can be found on the town website and the Woodstock Recreation Facebook page.
- g. The Memorial Day Parade is back and kickoff is at 11:30am. Forming at the Inn and proceeding north to the Common. A ceremony will follow immediately at 11:45am.
- h. Paula Wilmot has submitted a request for funding to be read at the Selectmens Meeting for the record-

Good afternoon:

I am writing to submit my citizen comment for today's meeting, and I am asking you to read it into the meeting minutes because I work at 4pm. I write to express my concerns about what was shared during the town meeting on Tuesday, April 5th by First Selectman Swan. Mr. Swan shared that he wants to spend ARPA funds on items that will serve all residents. After listening closely to the subtext, I understood that what Mr. Swan meant was that he wants to use ARPA funds to pay for items from the Selectmen's wants and needs and sidestep the wants and needs of the Board of Education. Mr. Swan, this does not need, nor should it be, an all or nothing proposition. Woodstock Public Schools needs \$112,000 dollars to avoid cutting teacher positions this year and a further modest sum of money to refresh facilities that have fallen into disrepair.

To be clear, tranche 1 is worth 1,162,789.84 and tranche 2 is also worth 1,162,789.84.

Because the entirety of tranche 1 is going to government services, a portion of tranche 2 should go to the capital needs of the Woodstock Public School's Budget.

From the capital budget, the schools are requesting playground maintenance, athletic fields, and an HVAC system. During the early stages of covid, I routinely went to the empty elementary school parking lot so my kids could ride their bikes and get exercise. There were other non-school aged residents there also getting fresh air. During the lockdown stage, we used the fields outside to provide kids a sense of connection by supporting them through soccer.

You cannot look citizens in the eyes, turning the podium to face them to say, "These funds need to be used to benefit all citizens of Woodstock" and not support our youngest residents to whom we have an obligation, Mr. Swan. That obligation is to make sure that children's wellness is maintained and that they have classrooms staffed by teachers who care about them and who are not concerned year after year about having their jobs cut. You and your fellow members of the Board of Selectmen have an opportunity to do the right thing for the young people and families in Woodstock during a time of recovery when they need your leadership most.

Respectfully,

Paula Wilmot, Woodstock

- i. Jay Swan will respond on behalf of the Board of Selectmen in writing in hopes to clarify use of ARPA funding in the current budget environment.

11. Public Comments

- a. Jay Swan further addressed the concerns of Diane Miller voiced at the last BOS meeting about the safety of Route 169 in the school zone. Diane Miller submitted documentation of her actions taken pertaining to this concern to the BOS. Crosswalks have been repainted because of the concerns brought forward.

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- b. Diane Miller state that last Saturday Night the stop sign at the end of Sheldon Road was removed. John Navarro was contacted and signs replaced that day. Diane also noted the mowing along Quassett Road looks great. She wanted to thank the Highway Department for the job well done.
- c. Dawn Adiletta thanked the Board for all that they do and shared that she understands the frustration of the Board of Selectmen. Dawn asked if the reason for no more zoom meetings is a cost concern. Dawn feels that having viewing options is a benefit for the Town of Woodstock. Jay Swan responded that the decision is based on the executive order expiration and that the Town of Woodstock is currently working on other live stream recording options.

12. Adjournment

- a. Chandler Paquette made a ***Motion** to adjourn. *** Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously**. The meeting adjourned at 5:31 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.