Thursday, August 4, 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.
   1. **Present:** First Selectman Jay Swan, Selectman Chandler Paquette, Selectwoman Charlene Perkins Cutler.
   2. **Others Present**: Finance Director Karen Fitzpatrick, Emergency Management Director Dave Elliot, Ray Morgan & Pamela Minella, Recording Secretary Amy Monahan
2. **Approve the Minutes of** 
   1. **July 21, 2022 Board of Selectmen Meeting**
      1. Item 8.b should read “Town employee payroll information was updated to reflect the FY 23 Budget. The Board of Selectmen have reviewed the data and signed the document to be sent to the auditor.”
   2. **July 28, 2022 Board of Selectmen Special Meeting**

Chandler Paquette made a \***Motion** to approve the Minutes from of July 21, 2022 Regular Board of Selectmen Meeting as amended above and Minutes from July 28, 2022 Special Meeting as presented. \***Seconded** by Charlene Perkins Cutler. \***Motion Passed Unanimously.**

1. **ARPA**
   1. Karen Fitzpatrick created a monthly spreadsheet that tracks ARPA spending and shared with Board of Selectmen. There have been 2 completed projects that left surplus funding which needs to be moved in to the unassigned account. The self-contained breathing apparatus has been purchased at $666.00 under budget and the Town Hall HVAC repair was completed at $3,130.00 under budget.
      1. Jay Swan made a **\*Motion** to transfer remaining ARPA project funds in the amount of $3,796.00 to the unassigned account. **\*Seconded** by Chandler Paquette. **\*The motion passed unanimously.**
   2. Emergency Management Director Dave Elliot shared that Bungay Fire Department is looking for money to replace the UTV unit. The previously submitted request from January was in the amount of $18,586.92. The current UTV is critical to operations for Bungay Fire and in need of repair and significant upcoming maintenance expenses. Using available phase 1 ARPA funds will speed up the purchasing process. There is a current balance of $24,237.90 in the unassigned fund balance of ARPA funds.
      1. Chandler Paquette asked how the choice for the unit manufacturer was made. Dave Elliot shared that CanAm is the only manufacturer currently making a 6 by 6 unit. This unit type is better for use of skid units and better on off road usage.
      2. Jay Swan noted that there is still one operational UTV in town at Woodstock Volunteer Fire Station. Bungay Fire Department has more use for this type of unit with more rural calls and assists in areas like Bigalow Hollow.
      3. There was a discussion about the history of the current unit and issues that have arose. The current unit is 16 years old and was relatively easy to maintain. Dave Elliot shared that they would purchase the same unit again if the manufacturer was still making them.
      4. The Board of Selectmen will table the decision for this item until next meeting.
   3. Karen shared additional requests for phase 2- Muddy Brooke Fire Department has asked for $28,000 to $32,000 for a Can-am 6x6 UTV and $250,000 to $330,000 for the replacement of their 1988 Mack Tanker/Water Tender.
   4. The application for round 2 ARPA funds has opened and Karen Fitzpatrick submitted the Town of Woodstock application for funds last week.
   5. At the next meeting, The Board of Selectmen will work on determining ARPA phase 2 plan and timeline including proposal deadlines.
2. **Correspondence and Announcements**
   1. Cynthia Mortimer has submitted her resignation from the Conservation Commission. This request was not included in the July 21, 2022 meeting Conservation Commission reappointments as intended.
      1. The Board of Selectman accepts the resignation of Cynthia Mortimer from the Conservation Commission effective July 21, 2022.
   2. Primary Vote will be August 9th at the Middle School. This needs to be heavily advertised with signage in order to make sure that residents go to the Middle School instead of the Town Hall. There will be a greeter in order to separate the districts by address at the door.
   3. The Recreation Department is offering the following programs with online registration on the Town of Woodstock Recreation Department website page–

<https://www.woodstockct.gov/recreation-department/pages/recreation-programs>

Sign up for the Monthly newsletter via email for up to date information on all upcoming programs.

Squirt Soccer- An introduction to soccer for 3- and 4-year-olds. Players will have 30 minutes to learn simple drills, easy ball handling skills and most of all just have fun learning the sport of soccer. For age 3 by September 10, 2022. On Saturdays – September 10, 17, 24, October 1, 8, 15 (rain date October 22) atSenexet Village Road Soccer Field from 9:00 to 9:30 AM  
**Registration Fees:**  $25.00 per player, $10.00 for additional sibling - includes T-Shirt.

Preseason Volleyball Camp- August 15th -19th from 5:30-7pm. For girls and boys entering grades 7-12 held at Pomfret School.

After School Lego Fundamentals- Tuesdays September 21 & 28 and October 5 & 12 from 3:30-5pm. Open for ages 5-12 and held at the Woodstock Town Hall. Cost: $75 per person.

Babysitter/Parent Helper Training- October 17th and 24th from 5-8pm. Open to age 11 and up and held at the Woodstock Town Hall. Cost: $75 per person.

Winter Festival Wreath Raffle – Woodstock Recreation Commission is seeekng donations of decorated artificial wreaths for the 2022 Winter Festival. Wreaths will be displayed on the barn at Roseland Park starting Thanksgiving weekend and the raffle drawing will be held on December 10th. For more information, contact Erin Lucas at 860-928-6595 ext. 333 or [erinlucas@woodstockct.gov](mailto:erinlucas@woodstockct.gov)

* 1. The gutters on the Town Hall have been completed and the Highway Department will be working on a french drain in front of the Town Hall in order to correct the current drainage issues.
  2. The Teamsters negotiation was complete and contract signed on July 1st
  3. Locally Grown Day will be held this Saturday in various locations around the Town of Woodstock. Information about the day’s events can be found on the Town website and Facebook page.

1. **Public Comments**
   1. Ray Morgan shared his feelings about the Bungay Fire UTV request and the importance of public safety. He congratulated the department with a “hats off” to Dave Elliot and department for 15 years of great maintenance on the current UTV.
2. **Adjournment**
   1. Charlene Perkins Cutler made a \***Motion** to adjourn. \* **Seconded** by Jay Swan. \***The motion passed unanimously**. The meeting adjourned at 5:02 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.