

Woodstock Board of Selectmen Minutes

Thursday, August 18, 2022

7:00 pm

Town Hall, Room A

Regular Meeting

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:** Ray Morgan & Pamela Minella, Dawn Adiletta, Recording Secretary Amy Monahan
2. **Approval of Minutes**
 - a. August 4, 2022 Board of Selectmen's Meeting
 - i. Chandler Paquette made a * **Motion** to approve the Minutes from of August, 2022 Regular Board of Selectmen Meeting as presented. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**
3. **Emulsified Rejuvenator Surface Treatment- Highway Department**
 - a. Jay Swan shared that there are changes in the bidding process for the emulsified rejuvenator surface treatment contract with the Highway Department for this year. In the past Woodstock has worked with the Town of Pomfret under a joint contract but that has changed this year as Woodstock will be contracting without Pomfret. The Town of Woodstock wishes to continue with the current company and is looking to bypass the standard multiple bid process to create the individual contract.
 - b. John Navarro recommends staying with the current contractor and Chandler Paquette stated he is confident in Navarro's recommendation as this process is important to town in terms of extending lifetime of our roads.
 - c. Chandler Paquette made a ***Motion** to bypass the 3-bid process in leu of the fact that the current company has experience with the town roads and a good work history. ***Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously.**
4. **Tax Rebates**
 - a. Tax rebate to Robert & Judith Billings in the amount of \$461.10 for a property at Meadowside, sold August 20, 2019
 - b. Tax rebate to Toyota Lease Trust- Connie Hubbard in the amount of 225.09 for a vehicle sold in February of 2021
 - i. Charlene Perkins Cutler made a ***Motion** to accept tax rebates as presented above. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**
5. **Consider the Appointment of Ryan Devine as the Deputy Emergency Management Director**
 - a. Ryan Devine was interviewed by Emergency Management Director Dave Elliot, Office & Human Resource Manager Crystal Adams and First Selectman Jay Swan. Ryan Devine is currently a paid Fire Fighter in another municipality with experience and qualifications. Due to his current paid position, Devine is prohibited from volunteering for the Town of Woodstock per contract. The Deputy Emergency Management Director position is a good opportunity for him to contribute to the town.
 - b. Chandler Paquette asked if there was a recommendation from Dave Elliot and if the position in question currently exists.

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- i. Jay explained the current director, Dave Elliot, is looking to step down from position after the Woodstock Fair and does indeed recommend Ryan Devine for the Deputy Position and to take his place when he resigns.
 - ii. Jay Swan also clarified that the Deputy Emergency Management Director position does exist and has been occupied in the past. It is a honorarium position in terms of payment (stipend) and already budgeted.
- c. Chandler Paquette made a ***Motion** to appoint Ryan Devine as the Deputy Emergency Management Director. ***Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously.**

6. Reappointments of the Following:

- a. Jon Hermonot- Alternate to Agricultural Commission
- b. Beth Bernard- Conservation Commission
 - i. Charlene Perkins Cutler made a ***Motion** to approve reappointments listed above. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

7. Correspondence and Announcements

- a. The State Police report the following in Woodstock for the month of July 2022
 - i. 2 Accidents
 - ii. 12 Investigations
 - iii. 0 Larceny
 - iv. 0 Burglary
 - v. 82 non-reported matters
 - vi. 2 DUI
 - vii. 2 Traffic Citations
 - viii. 3 Written Warning
- b. Harold Bishop and Karen Olah have submitted resignations from Historic District Commission.
 - i. Chandler Paquette made ***Motion** to accept resignations listed above. ***Seconded** by Charlene Perkins Cutler. ***The motion passed unanimously.**
- c. The bridge bond funding has been received and is now in town bank accounts.
- d. Interviews for ZEO and open Land Use Positions have been taking place. Ashley Stephens is still working for the town on a limited basis even though she has already started a new job. Jay Swan reviewed the timeline and events that have taken place towards filling vacant positions.
 - i. Chandler Paquette thanked Ashley Stephens for her assistance and service to the Town of Woodstock.
- e. Jay Swan shared that gutter work at the Town Hall is almost complete and that curtain drain work will be upcoming.
- f. The second round of ARPA funding has been applied for but not yet received. The second amount of ARPA funding is now expected to be less than originally projected and will be distributed in segments instead of one full amount.
- g. The Town of Woodstock is currently in the extreme drought classification. Information about water conservation can be found on the town website and Facebook page. Over 13,000 people have already been reached with this data via the website and social media.
- h. The West Nile virus has been detected in the town of Woodstock. More information is available on the Town website and Facebook page.
- i. An Opioid Settlement from the state in the amount of \$2,882.73 has been awarded to the Town of Woodstock. There is currently no active opioid addiction programing in town and money will sit in the

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town bank account until a plan developed for the funds. Possible options would be to donate funds to United Services or TEEG to assist with current programs available for Woodstock Residents.

- j. There was a discussion about moving Board of Selectmen meetings from Thursdays to Wednesdays as it was requested by a town resident.
 - i. The only town meetings on Wednesdays are the Town Committees-all other committees meet on Monday, Tuesday or Thursday. Chandler Paquette noted that the BOS meetings have been on Thursdays for his history on the Board (15 years).
 - ii. There have been no complaints about having the BOS meeting on Thursday, only a request to consider.
- k. Charlene Perkins Cutler brought up the ambulance service concerns addressed at a previous special meeting and asked for an update. The towns are still working on details and developing a workable plan. All options are being researched for consideration by the Town of Woodstock at this time.
- l. Charlene Perkins Cutler brought up the current Open Space project of an ordinance update and wanted clarification as to who would handle the draft update as it was unclear whether it was an Open Space or Board of Selectmen concern to address the Town Attorney. The Board of Selectman will contact Rich Roberts about the ordinance update draft.
- m. Charlene Perkins Cutler plans to have a recommendation for the first meeting in September about the tercentenary markers. Charlene will check into other redesign options besides they type of plaque being considered. The Board discussed options for fundraising and educating around the tercentenary markers concern at hand. Dawn Adiletta will put Charlene in touch with a local resource that may be able to help resolve the marker project with 3-D printing.

8. Public Comments

- a. The Board of Selectmen discussed status of ARPA projects and information they had researched about the UTV request including that there are multiple manufacturers of the 6 by 6 units and the importance of that unit to the town of Woodstock.
- b. Dawn Adiletta mentioned that Harold Bishop was one of the original members of the Historic District Commission and wanted him to be recognized for his service and contribution to the Town of Woodstock.

9. Adjournment

- a. Chandler Paquette made a ***Motion** to adjourn. ***Seconded** by Charlene Perkins Cutler. ***The motion passed.** The meeting adjourned at 7:59 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.