

# Woodstock Board of Selectmen Minutes

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Thursday, September 1, 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, Diane Miller, Ray Morgan, Jessica Weaver Boose, Recording Secretary Amy Monahan

2. **Approve the Minutes of**

a. August 18, 2022 Board of Selectmen Meeting

- i. Charlene Perkins Cutler suggested that “of the purchasing policy” be added after mentions of the 3-bid process for clarification purposes to the reader.
- ii. Karen Fitzpatrick suggested that the wording be to make an exception to the purchasing policy as outlined in Section 6.4

Item 3 from August 18, 2022 Minutes should read-

**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 of the purchasing policy 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 make an exception to the 3-bid process of the purchasing policy as outlined in Section 6.4 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.**

Chandler Paquette made a **\*Motion** to approve the Minutes from of August 18, 2022 Regular Board of Selectmen Meeting as amended. **\*Seconded** by Charlene Perkins Cutler. **\*Motion Passed Unanimously.**

3. **Tax Rebates**

- a. Tax rebate to Donald & Lois Taschereau in the amount of \$447.00 for overpayment on GL 2018, 2019, 2020, VET exemption missed
- b. Tax rebate to Bud Behling Leasing, Inc. in the amount of \$131.69 for a vehicle sold in January of 2022
- c. Tax rebate to VW Credit Leasing LTD in the amount of \$372.82 for a vehicle registered in Ohio in October of 2021
- d. Tax rebate to Mark Rheault in the amount of \$100.30 for overpayment, billed as per property and real estate credited to personal property
- e. Tax rebate to USB Leasing LT in the amount of \$150.99 for a vehicle registered out of state in May of 2021
- f. Tax rebate to ACAR Leasing Ltd. in the amount of \$207.25 for a lease buy out March 2022

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- g. Tax rebate to Toyota Lease Trust in the amount of \$276.68 for a lease vehicle sold in September of 2020
  - i. Charlene Perkins Cutler made a **\*Motion** to accept the 7 tax rebates as presented above.  
**\*Seconded** by Chandler Paquette. **\*The motion passed unanimously.**

## 4. Approve Fiscal Year 2022 Year-End Transfers

- a. Karen Fitzparick shared that there is a surplus of \$169,192.51 in the General Government Budget FY 2022, subject to audit. She recommends the following Intergovernmental and CNR Transfers
  - i. \$ 3,355.00 – Arboretum Special Fund Transfer – as requested by the Arboretum Committee
  - ii. \$ 750.00 – Quasset School Special Fund Transfer- as requested by Quasset School Advisory Committee
  - iii. \*\$ 60,000.00 – CNR Account for Revaluation 2025
  - iv. \*\$105,087.51 – CNR Account for Upper Prospect Street Reclamation
- b. Karen Fitzpatrick noted that once the transfers are approved by the Board of Selectmen they will be submitted for approval by the Board of Finance at their September 20, 2022 regular meeting. Upon approval of the recommended transfers by the Board of Finance, funds will be committed for the above referenced projects and CNR transfers must go to town meeting for approval before funds can be expended.
- c. Chandler Paquette made a **\*Motion** to approve the Fiscal Year 2022 Year-End Transfers as presented.  
**\*Seconded** by Charlene Perkins. **\*The motion passed unanimously.**

## 5. Approve initial group of applications for the next 5-year time-period (10/1/22 – 9/30/27) for Qualifying Farms Tax Abatement; effective 7/1/23

- a. Jay read a tax abatement document with timeline of process to date and next steps for Qualifying Farm Tax Abatements. Current submitted applications total \$8,348.76 and additional applications will be accepted until October 1<sup>st</sup>. Applications are submitted to the First Selectman's Office.
  - i. Chandler Paquette made a **\*Motion** to approve the initial batch of Qualifying Farms Tax Abatements submitted in the amount of \$7,661.12 which is subject to change based on mill rate. **\*Seconded** by Charlene Perkins Cutler. **\*The motion passed unanimously.**

## 6. Correspondence and Announcements

- a. Carla Savoie has left the Town of Woodstock position of Executive Assistant. Yesterday was her last day.
- b. Frank Olah sent his letter of resignation from the Economic Development Commission as he has moved to Florida.
- c. Letter of thanks was received from The Sexual Assault Crisis Center of Eastern Connecticut for the annual donation of \$500 from the Town of Woodstock to support services available.
- d. 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) at Senexet 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.

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Fall Adult Golf - Begins September 12 - Sponsored by Woodstock Recreation Department & Woodstock Golf Course at Roseland Park

Join us for 3 weeks (2 classes per week) of golf training at Woodstock Golf Learning Center with teaching professional John Malizia. Six classes will cover short game fundamentals, putting, chipping, pitching, iron play, correct grip, stance, posture, swing mechanics and ball position.

Fall Co-Ed Adult Tennis-Begins September 17 -Beginners ages 16 and up will learn tennis basics from Siana Green, Woodstock Academy Boys Tennis Coach. **You must provide your own racquet .**

Adult Co-Ed Volleyball - Join us Monday nights September 19th through May 23rd from 7:30-10:30pm (8:30-10:30pm during youth basketball season) for drop-in Adult Co-Ed Volleyball at the Woodstock Middle School Gym. All skill levels of players 18+ are welcome to join. Cost for the program is \$10. Volleyball will not meet on any Monday school is not in session

Adult Co-Ed Basketball - Open gym Adult Basketball will be held on Tuesdays from 7-9pm (8:30-10:30pm December through March during youth basketball season) at the Woodstock Middle School Gym, starting September 20th and ending June 13th. Gym will be closed and no open gym will be held when school is not in session. There is no cost to join this program and anyone 18+ is welcome.

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 17<sup>th</sup> and 24<sup>th</sup> 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 seeking 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 10<sup>th</sup>. For more information, contact Erin Lucas at 860-928-6595 ext. 333 or [erinlucas@woodstockct.gov](mailto:erinlucas@woodstockct.gov)

## 7. Public Comments

- a. Diane Miller asked clarification about the Qualifying Farm Tax Abatement List. The enrollment for the upcoming 5-year period has been open since July 1, 2022 and will remain open until October 1, 2022. The Board of Selectmen has approved an initial batch of applications already submitted for the current enrollment. Anyone not on the approved list has until October 1, 2022 to submit their application. Any questions should be directed to the First Selectman's Office.
- b. Ray Morgan is requesting a stop sign for Nightingale Road. Chandler Paquette stated that Nightingale Road and Hearthstone Road are not town roads and the Town of Woodstock has no control the private ways.
- c. Charlene Perkins asked if any of the posted positions have been filled. Jay Swan stated that a ZEO & Wetland Agent has been hired. Dan Malo has started as the Zoning Enforcement Office and IWWA Agent for the Town of Woodstock.
- d. Jessica Weaver Boose questioned who is responsible for getting information out to the residents of Woodstock. Our "Town Meeting" structure of government relies on citizen participation on all levels including sharing information and bringing forward concerns. The Town of Woodstock currently uses the following for sharing information- Shoppers Guide, Town Website, Town Email List and Facebook pages on social media.

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### 8. Adjournment

- a. Charlene Perkins Cutler made a **\*Motion** to adjourn. **\* Seconded** by Chandler Paquette. **\*The motion passed unanimously**. The meeting adjourned at 5:21 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.