

Woodstock Board of Selectmen Minutes

Thursday, October 6, 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 Chair Michael Dougherty, Fire Marshal Richard Baron, Roger Gale, Dawn Adiletta, Ray Morgan, Recording Secretary Amy Monahan

2. **Approval of Minutes from September 15, 2022 Board of Selectmen's Meeting**

- a. Chandler Paquette made a ***Motion** to approve the Minutes from of September 15, 2022 Board of Selectmen Meeting as presented. ***Seconded** by Charlene Perkins Cutler. ***Motion Passed Unanimously.**

3. **Tax Rebates**

- a. Tax rebate to Ian Converse in the amount of \$64.49 for vehicle registered in Vermont in July 2022
- b. Tax rebate to ACAR Leasing, LTD in the amount of \$481.01 for a vehicle sold in November 2020
- c. Tax rebate to ACAR Leasing, LTD in the amount of \$440.97 for a vehicle sold in November 2020
- d. Tax rebate to Peggy Obeng in the amount of \$584.84 for overpayment doubled in August 2022
- e. Tax rebate to Ally Financial Louisville PPC in the amount of \$222.32 for vehicle lease sold in April 2022
- f. Tax rebate to Ally Financial Louisville PPC in the amount of \$162.03 for vehicle sold in May 2021
- g. Tax rebate to Ally Financial Louisville PPC in the amount of \$28.74 for vehicle sold in August 2021
- h. Tax rebate to Ally Financial Louisville PPC in the amount of \$360.50 for vehicle sold in August 2021
- i. Tax rebate to Christopher Reck in the amount of \$3,213.00 for a house sold in July 2022, paid full year of taxes before closing
- j. Tax rebate to CCAP Auto Lease LTD in the amount of \$727.01 for a lease vehicle sold in September 2020
- k. Tax rebate to CCAP Auto Lease LTD in the amount of \$618.62 for a vehicle sold in December 2021
- l. Tax rebate to ACAR Leasing, LTD in the amount of \$110.59 for a vehicle lease return April 2022
 - i. Charlene Perkins Cutler made a ***Motion** to accept the 12 tax rebates as presented above. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

4. **ARPA Update**

- a. Karen Fitzpatrick reviewed select items from the updated Phase 1 obligations sheet distributed to the Board of Selectmen. She also mentioned the previously approved funds up to \$20,000 for the purchase of a UTV for Bungay Fire Brigade and shared that the Board of Finance approved full amount for unit at the last meeting. Karen noted that there is currently \$6755.58 left in undesignated funds from Phase 1.
- b. Phase 2 ARPA requests were distributed to the board for review and are available to view on the town website. The full amount of funds for Phase 2 has been received by the Town of Woodstock in amount of \$1,162,789.83 as of October 4, 2022.
- c. Karen Fitzpatrick, Jay Swan and Michael Dougherty spoke to auditors about process and procedure needed for the Roseland Park request, if granted. It was clarified that town would have to control funds given for this type of request and that all bids, purchases, federal guidelines etc. as required by the Town of Woodstock would have to be followed.

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- d. Charlene Perkins Cutler stated she would like information to be put out by the town to update the public on current ARPA status. It should include notification that Phase 2 money has been received, guidelines for use of funds and reminder that suggestions need to be submitted. Karen Fitzpatrick requested a public deadline for requests to be determined by the board. The Selectmen discussed possible deadline dates and if a deadline was needed. It was decided to announce ARPA status updates only with no deadline date.
- e. Karen Fitzpatrick shared that the State of Connecticut has eliminated many ARPA support positions due to funding concerns.
- f. The BOS will hold a Special Meeting, date TBD, to discuss Phase 2 proposals and start decision making for allocation of funds.
- g. Charlene Perkins Cutler made ***Motion** to transfer the surplus from the Muddy Brook FD project in the amount of \$2044.86 back to the unassigned Phase 1 ARPA fund balance for a new total balance of \$8,800.44. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

5. 2023 Transfer Station Updates

- a. Jay Swan presented additional changes for the Transfer Station in 2023. He suggested that the rates not be increased for 2023, due to hauling & tipping fees being stable.
 - i. Chandler Paquette shared his concern about not increasing rates as costs are increasing.
 - ii. Karen offered to send a revenue review of the previous year for the transfer station to the Selectmen for review before a decision on pricing is made.

6. Tercentenary Marker Replacement Update

- a. Charlene Perkins Cutler submitted a proposal for using stone monuments to replace the Tercentenary Marker to the Board for review and discussed the benefits of using stone. She requests using undesignated funds from ARPA to pay for the markers.
 - i. Chandler Paquette asked for a breakdown of the costs and offered to donate and deliver stone for the project.

7. Review Inland Wetlands & Watercourses Agency Ordinance Amendment

- a. Proposed changes to the Inland Wetlands & Watercourses Agency Ordinance were presented to the Board of Selectmen. After review, the Board of Selectmen recommends that the proposed changes be brought to Town Meeting for approval.

8. Approve Additional Applications for Qualifying Farms Tax Abatement

- a. The total amount for submitted Qualifying Farms Tax Abatement for this term is \$11,290.28 based on the current mil rate.
 - i. Charlene Perkins Cutler made a ***Motion** to approve remaining application of Qualifying Farms Tax Abatement submitted to create a final Qualifying Farms Tax Abatement amount of \$11,290.28 for the current term, which is subject to change based on mill rate. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

9. Consider Property Tax Abatement for Licensed Child Care Centers

- a. Jay Swan read Section 13 of the State of Connecticut Public Act No. 22-81. This act allows for Property Tax Abatement beginning 10/01/22 for up to 100% in a term up to 5 years for qualifying Licensed Child Care Centers.

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- b. He found that there are 3 licensed daycare operations in the town of Woodstock, but only one paying property taxes. He wanted to share the information with the board to consider. The one qualifying daycare would be an abatement of \$8,485.96 annually or \$42,429.80 over 5 years, subject to change with the mil rate.
- c. Charlene Perkins Cutler stated that a process should be developed to approve such abatement before any abatement is given

10. Consider EMS Coverage Proposal

- a. A Proposal has been sent out to all selectmen for review. The EMS funding needs to be addressed to ensure EMS coverage. The numbers in the current proposal are competitive rates in hopes to attract part time coverage that does not include benefits. This proposal would require an additional \$255,000 in town funding for the next fiscal year. A decision needs to be made prior to January 2023. Without funding, the town would have to find a new service as of June 2023 as the current operation would go out of business.
- b. Karen Fitzpatrick noted that instead of cutting, we need to increase revenue for the town. She suggested a Fire Tax District would create funding for the Fire Departments. At that point, town funds going to the WVFPA could then be used to fund EMS needs. A discussion about creating a Fire Tax District took place including how the tax district would operate and what education would be needed to inform residents. A petition is needed to start the process of creating fire district.
 - i. Dawn noted that previously defeated fire district was because of the town having no control over spending of the fire district. Karen noted that a tax district would have to hold its own annual meeting and voting process open to the public per state statute.
- c. Richard Baron noted the problem at hand. There is an immediate need of filling vacancies in shifts available now. He is concerned that EMS is now a business and there needs to be a business plan to keep the ambulance in town. He feels the town needs to know if the slots can be filled between now and December 31 and if not, an emergency meeting needs to be held to address the coverage. The town of Woodstock is currently at 54% chance of ambulance availability.
- d. The Board of Selectmen will schedule a future special meeting to further discuss this situation and all options with all parties involved.

11. Correspondence and Announcements

- a. The Connecticut DOT has announced that Route 171 will be repaved next spring from the intersection of Route 169 west to the Eastford line.
- b. The Flu Clinic at the Town Hall provided vaccinations for 80 participants on October 5, 2022.
- c. Tracy Giarrusso has been hired as the Land Use Clerk and will be in the office Monday thru Thursday from 8:30 am to 12:30 pm. This provides for up to 36 hours per week in the Land Use Office between Zoning Enforcement Officer and Land Use Clerk.
- d. There will be a Probate Court community outreach program held at the Town Hall on October 20th at 12:30 pm.
- e. There will be a Freedom of Information workshop held at the Town Hall on November 16th at 7 pm.

12. Public Comments

- a. None

13. Adjournment

- a. Charlene Perkins Cutler made a ***Motion** to adjourn. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.** The meeting adjourned at 6:13 pm.

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*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.