

# Woodstock Board of Selectmen Minutes

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Thursday, April 6, 2023

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 Kate McDonald
  - b. **Others Present:** Ray Morgan, Pam Minella, Jessica Weaver Boose, Kevin Withers, Nora Valentine and Recording Secretary Amy Monahan
2. **Approval of Minutes from March 1, 2023 and March 16, 2023 Board of Selectmen's Meetings**
  - a. March 1, 2023 Special Meeting
  - b. March 16, 2023 Special Meeting
  - c. March 16, 2023 Regular Meeting
  - d. Chandler Paquette made a **\*Motion** to approve the Minutes from of March 1 and 16, 2023 Board of Selectmen Meetings as presented. **\*Seconded** by Kate McDonald. **\*Motion Passed Unanimously.**
3. **Public Comment**
  - a. None
4. **Tax Rebates**
  - a. Tax rebate to Enterprise FM Trust, \$289.68, Leased vehicle sold March 2021
  - b. Tax rebate to Enterprise FM Trust, \$93.80, Vehicle lease sold May 2022
    - i. Kate McDonald made a **\*Motion** to accept the 2 tax rebates as presented above. **\*Seconded** by Chandler Paquette. **\*The motion passed unanimously.**
5. **Appoint Interim Tax Collector**
  - a. Jay Swan announced that Nora Valentine, the current Assistant Tax Collector will be appointed as interim tax collector until the upcoming election. Two experienced individuals have already been found to assist in the transition. They will be working in our office on various days to assist in this transition.
    - i. Kate McDonald made a **\*Motion** to appoint Nora Valentine as the Interim Tax Collector. **\*Seconded** by Chandler Paquette. **\*The motion passed unanimously.**
6. **Approval To Go Out To Bid For Aggregate, Catch Basin Cleaning, Equipment Rental, Guardrail Installation, and Facilities General Maintenance and Repair**
  - a. Jay Swan briefly described the bids that need to go out for the upcoming fiscal year and stated the due date for reply is May 4th. Bids will be opened at the May 4, 2023 Board of Selectmen meeting.
    - i. Kate McDonald made a **\*Motion** to approve To Go Out To Bid For Aggregate, Catch Basin Cleaning, Equipment Rental, Guardrail Installation, and Facilities General Maintenance and Repair. **\*Seconded** by Chandler Paquette. **\*The motion passed unanimously.**
7. **ARPA Update**
  - a. Karen Fitzpatrick reviewed the current finances for ARPA funds. There is \$599,008 available as of today to be allocated. Some of this funding has already been earmarked to Woodstock EMS, the Department of Public Works and the WPCA.

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- b. Karen Fitzpatrick reviewed the status of current ARPA projects and noted the following: The WPCA project has not been approved by Board of Finance, Erin Lucas has requested further consideration for tennis courts project on behalf of the citizens that make inquiries with the Recreation Department about tennis. Karen also shared that the telephone upgrades at the Town Hall will be part of the proposed IT upgrades.
- c. There is a new request of funding for a tanker at the Woodstock Volunteer Fire Department. Jay restated the process of mutual aid within Woodstock and that the new tanker for Muddy Brook will be able to respond for the town.
  - i. The Board of Selectmen unanimously agrees that the WVFD new tanker request be removed from list for consideration at this time.
  - ii. The Board of Selectmen unanimously agrees that the field improvements be removed from the list for consideration at this time. The feasibility study will remain on the list for consideration for ARPA funding.

## 8. Boards/Commissions Appointments

- a. Consider the appointment of Jason Allard from Alternate to Full Member on the Conservation Commission for the term of April 6, 2023 through March 31, 2027
- b. Consider the reappointment of Kathleen LaBonte as a Member on the Recreation Commission for the term of April 6, 2023 through November 21, 2023
- c. Consider the resignation of Deborah Sherman as a Member of the Housing Authority as of April 30, 2023
  - i. Chandler Paquette made a **\*Motion** to approve Reappointments as presented. **\*Seconded** by Kate McDonald. **\*The motion passed unanimously.** The Board also accepted the resignation of Deborah Sherman, as a member of the Housing Authority, with regret.

## 9. Correspondence and Announcements

- a. The Housing Authority needs at least 2 additional board members, at this time. Any interested person can contact Nancy Gale for more information.
- b. Covid-19 masks and tests are available to Woodstock residents in the First Selectmen's Office
- c. Woodstock Recreation Department has many upcoming programs and events including the Town Wide Clean Up and Annual Egg Hunt this Saturday at Roseland Cottage. Please visit the recreation page on the town website and sign up for the recreation newsletter to keep informed of all things recreation in Woodstock.
- d. Relay for Life is looking for volunteers on June 10<sup>th</sup> for a Flushing Booth Fundraiser. First Selectman Jay Swan has more information if you are interested.
- e. Memorial Day Parade and 10K race to be held on May 29, 2023.

## 10. Public Comments

- a. Chandler Paquette asked Registrar Jessica Weaver Boose if there is a plan for exit poll questions at upcoming budget referendum. Jessica responded that they are working with this topic and have no set plan at this time. The Registrars will continue to research options and work on finding the best way to present exit poll questions.

## 11. Adjournment

- a. Chandler Paquette made a **\*Motion** to adjourn. **\* Seconded** by Kate McDonald. **\*The motion passed unanimously.** The meeting adjourned at 4:51 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.