

Woodstock Board of Selectmen Minutes

Thursday, April 20, 2023

7:00 pm

Regular Meeting

Town Hall, Room A

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 Kate MacDonald
- b. **Others Present:** Charlene Perkins Cutler, Ray Morgan, Pam Minella, Jessica Weaver Boose, Recording Secretary Amy Monahan
- c. Jay Swan requested the addition of the following items to the agenda
 - i. Review and Approve Temporary Trailer Application, County Road
 - ii. Discuss and Designate Pomfret Senior Center as a Shared Senior Center
 - iii. Schedule a Special Meeting for WPCA Bids on April 27, 2023 at 3:30 pm
 - iv. Discuss Hiring of a Planning Firm for Zoning Office Needs
 - 1. Kate McDonald made a ***Motion** to add the four (4) agenda items listed above. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

2. Approval of Minutes

- a. April 6, 2023 Regular Meeting
- b. April 12, 2023 Special Meeting
- c. April 13, 2023 Special Meeting
- d. April 19, 2023 Special Meeting
 - i. Chandler Paquette made a ***Motion** to table the Minutes from the four (4) Board of Selectmen Meetings listed above until the next meeting. ***Seconded** by Kate McDonald. ***The Motion Passed Unanimously.**

3. Public Comments

- a. Ray Morgan asked why it only requires 20 signatures to bring a petition item to be addressed by the Town. He thinks it should at least require a certain percentage of the population. It was noted that the petition process is mandated by State Statute.
- b. Charlene Perkins Cutler asked if Town Council will be present to answer questions at the upcoming Special Town Meeting on May 3rd for the Reinstatement of Prop 46. Jay Swan will inquire with the Town Attorney.

4. Tax Rebates

- a. None

5. Consider Temporary Independent Trailer Application

- a. Jay Swan shared that there is a trailer located at 633 County Road housing 4 inhabitants due to a home gas explosion. The trailer is hooked up to septic & well and has health department approval. A schematic of layout has also been submitted with the application and fees have been paid.
- b. Jay Swan explained trailer ordinance for Town of Woodstock for trailer use during this situation which allows for trailer use for one year with option for renewal for a second year.
- c. Chandler Paquette requests that applicant be present after one year with status of work completed for consideration to approve extension of permit for second year.
- d. Chandler Paquette made a ***Motion** to approve the temporary trailer application for 633 County Road with the condition that the applicant must appear before the board in one year with updates to if they wish to apply for the extension. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**

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6. Discuss and Designate Pomfret Senior Center as the Town Of Woodstock Joint Senior Center

- a. Jay Swan explained that the Pomfret Senior Center is run by TEEG and open to Woodstock residents. Jay received email this morning about a designation of funds to senior programming and the thought is to give this funding to TEEG for joint senior center.
 - i. Chandler Paquette asked if there is access weeklong (40 hours) for seniors to use this facility. It was noted that there is programming scheduled for 3 full days of every week.
 - ii. Kate McDonald wanted to further research senior needs and programs before making any decisions. Chandler Paquette would like to know more about liability, future funding obligations and time commitment with the proposed partnership.
 - iii. Kate McDonald asked if the funds could be used by the Recreation Department for senior programming.
 - iv. Kate McDonald made a ***Motion** to table this decision until more information is available. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

7. Special Board of Selectmen Meeting on April 27, 2023

- a. Jay Swan announced that he would like to hold a special meeting to open bids for the WPCA project on April 27, 2023 at 3:30 pm.
- b. Kate McDonald made a ***Motion** to schedule a Special Meeting of the Board of Selectmen to open bids for the WPCA project on April 27, 2023 at 3:30 pm. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

8. Engineering Firm for Land Use Office

- a. Jay Swan discussed the concerns surrounding Dan Malo leaving the ZEO role the end of this month. Jay has approached John Filchak to discuss options with NECCOG for zoning enforcement and zoning issues. RFP's for planning services have been posted to multiple platforms. Tyche Planning & Policy Group LLC has submitted a proposal for the posted work.
- b. Jay Swan will forward the proposal received from Tyche Planning & Policy Group LLC to the Board of Selectmen for review.

9. Correspondence and Announcements

- a. The Annual Town meeting will be on Tuesday, May 2nd at 7 pm at the Woodstock Middle School and the Budget Referendum will be held on Tuesday, May 9th from noon to 8 pm at the Town Hall.
- b. There will be Special Town Meeting on May 3rd at 7 pm at the Woodstock Middle School to address the reinstatement of Prop 46 and adjourn to referendum on Tuesday, May 16th from noon to 8 pm at the Town Hall.
- c. The State Police report the following in Woodstock for the month of March 2022. Jay Swan has requested additional crime details from the State Police to better educate residents on safer practices. Jay has also invited the town liaison with CT State Police to stop in to visit at his convenience.
 - i. 11 Accidents
 - ii. 6 Investigations
 - iii. 0 Larceny
 - iv. 0 Burglary
 - v. 59 non-reported matters
 - vi. 1 DUI
 - vii. 3 Traffic Citation
 - viii. 5 Written Warnings

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- d. The Housing Authority Board currently needs two (2) additional members. Anyone interested should contact the First Selectmen's Office.
- e. The Memorial Day Flyover has been confirmed. Please join us for all the Memorial Day festivities taking place in Woodstock on Memorial Day.
- f. COVID 19 tests and masks are available at the Town Hall.
- g. Recreation department has many upcoming programs and events including Memorial Day Race and Town Wide Yard Sale. Information about recreation programs and events can be found on the Town Website at <https://www.woodstockct.gov/recreation-department/pages/recreation-programs> or you can sign up for the monthly recreation newsletter at <https://www.woodstockct.gov/recreation-department>
- h. The second annual Woodstock Marathon will take place on Saturday, April 29th starting at the Town Common and ending at Taylor Brooke Brewery. This event will benefit the Community Kitchens of North East Connecticut.

10. Public Comments

- a. Charlene asked if the state police could be given space in building for use to provide extra presence in the town. Jay has given the state police multiple locations where parking would be beneficial instead of the common spot of the Woodstock Fair Ground. Chandler Paquette noted that he would rather see the troopers out on the roads instead if within the town hall.
- b. Jay Swan noted that the registrars are planning to have on only one question on the budget ballot so that it can be hand counted. The options for exit survey remain to have a short questionnaire to complete on the way out to either be dropped or have an older person asking a question. Chandler Paquette noted that he sees no accuracy in that approach as all voters will not be queried.

11. Adjournment

- a. Chandler Paquette made a ***Motion** to adjourn. ***Seconded** by Kate MacDonald. ***The motion passed unanimously**. The meeting adjourned at 8:07 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.