

Woodstock Board of Selectmen Minutes

Thursday, September 7, 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 & Pam Morgan, Charlene Perkins Cutler and Recording Secretary Amy Monahan
2. **Approval of Minutes from August 17, 2023 Board of Selectmen's Meeting**
 - a. Chandler Paquette made a ***Motion** to approve the Minutes from August 17, 2023 Board of Selectmen Meeting as presented. ***Seconded** by Kate McDonald. ***Motion Passed Unanimously.**
3. **Public Comment**
 - a. None
4. **FY23 Year End Transfers**
 - a. The transfer report has been sent to the Selectmen for review. It has been recommended by the Finance Director to not transfer the surplus at this time.
 - i. Jay Swan made a ***Motion** to make no fund transfers at this time. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**
5. **Discuss the Committee on Aging**
 - a. Kate McDonald has spoken with the Town Clerk about several questions surrounding the creation of the Committee on Aging.
 - i. Terms for Committee members should be concurrent with the current Board of Selectmen as the committee was created by the current Board of Selectmen. The Board of Selectmen agree that terms should be staggered and decided after the November elections.
 - ii. There are currently 8 members on the committee and the Board of Selectmen agree to leave the membership at 8 members.
 - iii. Kate McDonald has prepared a suggested mission statement for the committee based on other towns and state references that reads: "To enhance the lives of Woodstock residents 60 and over by promoting and providing resources and opportunities for engagement that promote a healthy, independent quality of life. The Committee on Aging will work in collaboration with the Municipal Agent to understand and advocate for the unique needs and best interests of Woodstock Seniors."
 1. Chandler Paquette made a ***Motion** to accept the mission statement presented by Kate McDonald. ***Seconded** by Jay Swan. ***The motion passed unanimously.**
6. **Tax Rebates**
 - a. A tax rebate to Honda Lease Trust in the amount of \$314.95 for vehicle sold
 - b. A tax rebate to Suzanne Yvon in the amount of \$39.22 for no reason noted
 - c. A tax rebate to Michael Morey in the amount of \$349.65 for no reason noted
 - d. A tax rebate to Robert Berube in the amount of \$372.68 for no reason noted
 - e. A tax rebate to USB Leasing Lt. in the amount of \$636.76 for no reason noted
 - f. A tax rebate to Leila Hoffman in the amount of \$102.52 for no reason noted

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- g. A tax rebate to Vault in the amount of \$462.68 for vehicle sold
- h. A tax rebate to VCFS Auto Leasing in the amount of \$141.97 for lease terminated
- i. A tax rebate to Debra Webb in the amount of \$13.11 for having moved
- j. A tax rebate to Albert and Donna Fagant in the amount of \$1910.91 for overpayment
 - i. Chandler Paquette made a ***Motion** to accept the (10) tax rebates as presented. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**

7. Correspondence and Announcements

- a. Email correspondence from Jonathan Higgins has been provided to the selectmen for review. The Board of Selectmen will continue to obtain monthly status reports as requested.
- b. Jay Swan noted that the Town Hall will send out a notification to all boards and commissions requesting that any grant applications be approved by the Board of Selectmen prior to applying for grants. Chandler Paquette would like a more official policy in place to protect the town from any liability that could result from a grant.
- c. Crystal Pond Park Commission, USDA-Natural Resources and representatives from Woodstock and Eastford will meet next month to discuss the dam concerns at Crystal Pond.
- d. Paul Oleszewski has submitted resignation from the Crystal Pond Park Commission. Christopher Mayhew has expressed interest in rejoining the commission.
 - i. Chandler Paquette made a ***Motion** to reinstate Chris Mayhew to the Crystal Pond Park Commission. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**
 - ii. Kate McDonald made a ***Motion** to accept with regret the resignation of Paul Oleszewski from the Crystal Pond Park Commission. ***Seconded** by Jay Swan. ***The motion passed unanimously.**
- e. Jay Swan had a meeting on August 30, 2023 to address bridge projects and was given a timeline for completion of the Peake Brook project from the engineering firm. An A-2 Survey will be completed for the County Road project and the standard easement offer will be made to the property owner to complete that culvert project.
- f. The State Police report the following in Woodstock for the month of June 2022
 - i. 5 Accidents
 - ii. 5 Investigations
 - iii. 0 Larceny
 - iv. 1 Burglary
 - v. 80 non-reported matters
 - vi. 1 DUI
 - vii. 5 Traffic Citations
 - viii. 8 Written Warning
- g. TEEG has submitted a demographic report of the patrons for mobile market to the Town of Woodstock. The next Mobil Market will be on Tuesday, September 19, 2023 at 1:30 pm at the Town Hall.
- h. Roseland Cottage will host a free St Luke's Steel Band Concert on Sunday, September 24, 2023 at 2 pm.
- i. The Woodstock Recreation department has many upcoming programs. 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>

8. Public Comments

- a. Charlene inquired the status of the Sacred Rocks historical stone for replacement marker. The delivery date is expected in October and plans will be finalized once the date is determined.

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9. Adjournment

- a. Chandler Paquette made a ***Motion** to adjourn. *** Seconded** by Kate McDonald. ***The motion passed unanimously**. The meeting adjourned at 4:43 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.