

Woodstock Board of Selectmen Minutes

Thursday, March 7, 2024

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:** Finance Director Karen Fitzpatrick, Michael Dougherty, Ray & Pam Morgan, Jessica Weaver Boose, Diane Miller and Recording Secretary Amy Monahan.
2. **Approval of Minutes from February 15, February 21, and February 28, 2024 Board of Selectmen's Meeting**
 - a. February 15, 2024 Regular Meeting
 - b. February 21, 2024 Special Meeting
 - i. Chandler Paquette made a ***Motion** to approve the Minutes from February 15 and February 21, 2024 Board of Selectmen Meetings as presented. ***Seconded** by Kate McDonald. ***Motion passed unanimously.**
 - c. February 28, 2024 Special Meeting
 - i. Kate McDonald made a ***Motion** to table the Minutes from February 28, 2024 Board of Selectmen Meeting until the next meeting. ***Seconded** by Chandler Paquette. ***Motion passed unanimously.**
3. **Public Comment**
 - a. Ray Morgan noted that contacting the Board of Assessment Appeals was not successful. He tried to contact the number twice with the Assessor and left 1 message on February 17th with no response. The following week, contact was made again in person with the assistant and requested information was not available. Secondly, the letter sent did not have the location of meeting included. He would like this to be addressed so that the same problem does not present itself with other residents. Details will be emailed to Jay Swan properly to address the concern.
 - b. Ray Morgan invited town officials to drive down Quarry Road. He has concerns with the safety of the road. Chandler Paquette noted that he had requested that road be discontinued years ago which was opposed at that time.
 - c. Jessica Weaver Boose thanked the Board of Selectmen for understanding of registrar budget needs. She also shared that the Woodstock Academy plans to pull all subsidizing of Bracken Memorial Library as of June 1st. There is historical research that needs to be done to the original designation of Bracken as the Town Library. She offered her services to research the history needs. She wanted the Board of Selectmen to be aware of this new development.
 - i. Karen Fitzpatrick noted that she was told that the town budget should cover a librarian 2 days per week for the year.
4. **Tax Rebates**
 - a. None
5. **ARPA Update**
 - a. Karen Fitzpatrick noted that the Board of Finance has requested that the Board of Education have contract for the Tunnel Encapsulation Study by the April meeting or we may move on to allocate funds other projects. At this point, there may be money for both the study and tennis courts available from

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ARPA funds. Karen has reached out to Eric Young to discuss the ambulance project for some clarifications. Erin Lucas has been requested to send her tennis court project needs out to bid.

6. Approve Proposed FY 25 General Government Budget

- a. The Board of Selectmen has discussed the proposed budget and agree on the following total FY 25 General Budget in the amount of \$6,432,672 a 3.42% increase including debt service.
 - i. Kate McDonald made a ***Motion** to approve the proposed FY 25 General Budget in the amount of \$6,432,672 a 3.42% increase including debt service. ***Seconded** by Chandler Paquette. ***The motion passed unanimously.**

7. Discuss and Award Dehumidifier Bid for Lower Vault

- a. Jay Swan shared the estimates submitted for the project. He suggested using the EDS Mechanical quote as the town works with this firm and the savings associated with this quote are significant.
 - i. Chandler Paquette made a ***Motion** to approve the bid from EDS Mechanical as submitted. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**

8. Discuss and Award Tractor Bid for DPW

- a. Tractor bids were distributed for review. Jay Swan suggests using Monroe Tractor for this purchase with significant savings. The tractor quoted is 2 years old with only a few demonstration hours.
 - i. Chandler Paquette made a ***Motion** to award tractor bid for the DPW, as submitted, to Monroe Tractor. ***Seconded** by Kate McDonald. ***The motion passed unanimously.**

9. Board and Commission Appointments & Resignations

- a. Consider the Reappointment of Gail Dickinson as the NDDH Board of Directors Representative for the term of February 15, 2024 through February 15, 2027
- b. Consider the Reappointment of Maura Robie as a Member of the Conservation Commission for the term of April 1, 2024 through March 31, 2029
- c. Consider the Appointment of G. Leslie Sweetnam as a Member of the Poet Laureate Committee for the term of March 7, 2024 through November 18, 2025
- d. Consider the Resignation of Martin Nieski as a Member of the Zoning Board of Appeals
 - i. Kate McDonald made a ***Motion** to approve the above appointments, reappointment and resignation as presented. ***Seconded** by Chandler Paquette. ***Motion passed unanimously.**

10. Correspondence and Announcements

- a. The State Police report the following in Woodstock for the month of January 2024
 - i. 84 Calls for Service
 - ii. 11 Accidents
 - iii. 10 Investigations
 - iv. 0 Larceny
 - v. 0 Burglary
 - vi. 63 non-reported matters
 - vii. 0 DUI
 - viii. 0 Traffic Citation
 - ix. 1 Written Warning
- b. Town Meeting Results- All proposed ordinance changes passed at Town Meeting on February 27, 2024. Information about all ordinance changes can be found on the town website.

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- c. A NECCOG proposal was distributed to the Board of Selectmen for review about possible future shared administrator model with experience in municipal administration for towns, to oversee operations. The Board of Selectmen will have a future discussion about the distributed report.
- d. The TEEG Mobile Market will be at the Woodstock Town Hall on March 26th from 1:30 - 2:30 pm
- e. The Annual Egg Hunt will take place at Roseland Cottage on Saturday, March 23, 2024 at 1 pm.
- f. The Memorial Day flyover has been approved for the Woodstock 2024 Memorial Day celebration at the Town Common.
- g. A public Budget Survey will be released to residents prior to public budget forum.
- h. Town Wide Clean Up kickoff event will be held on Sunday, March 24, 2024 at the Town Hall from 11 am to 3 pm. Teams can sign up and gather supplies for the month long roadside clean up at this event.

11. Public Comments

- a. Diane Miller asked for update on traffic light at 171/169. The state is working on the project which is currently in the design phase. Jay Swan estimates the light to be completed in 2025. It was noted that the iconic Elm tree is a concern in question. Michael Dougherty will inquire to see if a preconstruction meeting has been scheduled.
- b. Kate McDonald asked for an update on the crosswalk at the Academy. Jay Swan stated that the Town will be installing the crosswalk this spring.
- c. Amy Monahan thanked the Board of Selectmen for their participation in the ribbon cutting ceremony at the Woodstock Valley Country Store.

12. Adjournment

- a. Kate McDonald made a ***Motion** to adjourn. ***Seconded** by Chandler Paquette. ***The motion passed unanimously**. The meeting adjourned at 5:22 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.