

**Town of Woodstock
Board of Selectmen
Emergency Meeting
April 10, 2024
3:45 PM
Selectmen's Conference Room**

Minutes

Present: Selectman Chandler Paquette, Selectwoman Kate McDonald

Others Present: Finance Director Karen Fitzpatrick, Office Manager/HR Crystal Adams

1. **Call to Order:** Selectman Paquette called meeting to order at 3:52.
2. **Moment of Silence:** Selectman Paquette observed a moment of silence in honor of First Selectman Jay Swan.
3. **Discuss Next Steps:**
 - a. Remaining selectmen have 30 days to appoint someone to fill the vacancy under state statutes. It can be one of them or any other elector in town.
 - b. Karen Fitzpatrick updated the selectmen with financial information regarding bridge project and ARPA updates.
 - c. Karen Fitzpatrick provided information about signing checks. Kate McDonald moved to authorize Karen Fitzpatrick and Treasurer Barry Shead to sign all checks for the Town of Woodstock. **Motion passed unanimously.**
 - d. Upcoming Board of Finance Budget meetings and town meetings discussed.
 - e. Crystal Adams provided information about Pistol Permit procedures. Kate McDonald made the motion to appoint Chandler Paquette as the temporary Chief of Police. **Motion passed unanimously.**
4. **Discuss Flags:** Flags to be lowered at Town Hall and both town commons until day of internment.
5. **Adjournment:** Selectman Paquette made a motion to adjourn at 5:07. **Motion passed unanimously.**

Respectfully submitted by Crystal Adams, Office Manager/HR