

**Town of Woodstock
Board of Selectmen
Special Meeting
Monday, April 2, 2018
7:00 AM – Selectmen’s Conference Room**

MINUTES

PRESENT: Michael Alberts, Chandler Paquette

ABSENT: Frank Olah

OTHERS PRESENT: Joni Cullan, Diane Miller

1. Call to Order

Alberts called the meeting to order at 7:00 a.m.

2. Citizen’s Comments

None.

3. Appoint Office Manager

Alberts indicated one person, Joni Cullan, applied for the position of Office Manager that was internally posted. He stated that the Selectmen could either appoint the position or advertise the position. Paquette stated he felt Joni is well qualified for the position and knows the internal functions of the Town. **Paquette moved** to appoint Joni Cullan as the Office Manager effective April 16, 2018. **Motion carried unanimously.**

4. Discuss Home-Occupancy Permit Issue

Alberts was made aware that Frank and Karen Olah’s personal business, Blooms, closed and it is being run out of the Olahs’ home. It appears the Olahs have not yet applied for a home occupancy permit for this home business. Since Olah may be unaware of the requirement to apply for a permit, a decision was made to send a letter notifying him that a home-occupant permit is required to run their business out of their home. Furthermore, they will be advised to contact the Historic District Commission because their home is in the historic district.

5. Adjournment

Paquette moved to adjourn at 7:07 a.m. **Motion carried unanimously.**

Respectfully submitted,
Joni Cullan
Recording Secretary