

**Town of Woodstock
Board of Selectmen
Regular Meeting
Thursday, April 5, 2018
4:00 PM – Room A**

MINUTES

PRESENT: Michael Alberts, Chandler Paquette

ABSENT: Frank Olah

OTHERS PRESENT: Crystal Adams, Dawn Adiletta, Richard Baron, Joni Cullan,
Michael Dougherty, Richard Kryzak, John Navarro, Kevin Withers

1. Call to Order

First Selectman Alberts called the meeting to order at 4:00 p.m. Alberts reported Frank Olah was out of state.

2. Approve the Minutes of the March 15, 2018 Regular Board of Selectmen's Meeting and March 28, 2018 and April 2, 2018 Special Board of Selectmen's Meetings

Paquette moved to accept the minutes of the March 15, 2018 Regular Board of Selectmen's meeting and March 28, 2018 and April 2, 2018 Special Board of Selectmen's meetings.
Motion carried unanimously.

3. Approval to Go Out to Bid for Aggregate, Catch Basin Cleaning, Equipment Rental and Guardrail Installation

The Selectmen reviewed the annual bids with John Navarro, Public Works Director. The bids are advertised locally and on the State of Connecticut DAS system. **Paquette moved** to go out to bid for Aggregate, Catch Basin Cleaning, Equipment Rental and Guardrail Installation for the FY18-19 as presented by the Public Works Director. **Motion carried unanimously.**

4. Presentation by Quinebaug Valley Emergency Communications (QVEC) Representatives

With Frank Olah being out of town, Alberts postponed this item to a future meeting. That date has not been determined.

5. Report by Town Assessor Regarding Grand List

Alberts asked Town Assessor Kryzak to review the factors in determining the grand list. Kryzak distributed a document listing properties owned by Woodstock Academy including the properties acquired when they purchased the Hyde School. The town is receiving taxes on four pieces of property. He will be revaluating the new Woodstock Academy properties, and depending on their use, it is possible they could generate taxes instead of being classified as exempt. Kryzak also distributed material relating to agricultural properties. Woodstock has

a number of tax programs to assist agriculture properties which Kryzak believes warrants a review. In particular, Kryzak stated he is concerned about the addition of a brewery in town. Most towns are taxing some of those properties, such as vineyards and breweries, at a higher rate than Woodstock. Woodstock has a Right to Farm ordinance which would cause challenges that would need to be reviewed if the tax programs were to be changed. Kryzak briefly spoke about business assessments in town. The Selectmen thanked him for coming to providing them with the information.

6. Consider CIRMA's Letter of Commitment

The Town's liability, auto and property insurance are covered through CIRMA, as well as workers compensation insurance. CIRMA has provided the town an opportunity to participate in a multi-year commitment as follows: FY18-19 at a 0% increase, and a maximum of a 3% increase for each year, FY19-20 and FY 20-21. Alberts indicated that he and Karen Fitzpatrick recommend taking part in this opportunity. **Paquette moved** to approve the three year commitment with CIRMA for the FY18-19, FY19-20 and FY20-21. **Motion carried unanimously.**

7. Proposed Employment Separation Agreement with Building Official

Alberts stated that counsel prepared a separation agreement between the town of Woodstock and the building official. Should he accept it the agreement, his employment will continue on a part-time basis from July 1 through December 31 with 15 hours per week at his present rate of pay. His primary responsibility will be to assist in the training and development of Matt Beauregard. Included in the agreement is some monetary assistance for a six-month period of time to offset his cost for supplemental health insurance. If he doesn't accept this plan, his relationship with the town would end June 30, 2018. **Paquette moved** to accept the employment separation agreement with the building official and to modify the date to reflect the date of presentation. **Motion carried unanimously.**

8. Proposed Employment Agreement with Proposed Building Official

Alberts reviewed the proposed employment agreement prepared by counsel for Matt Beauregard as the building official. His employment is conditioned upon successfully completing the Connecticut building official program and required certification. Alberts pointed out two corrections in the agreement, a) typo in the signature block and b) to make a change of words in item d where it refers to the benefits packages, by replacing the word "the" to "with potential". This is due to a reduced work schedule. Depending on what Terry Bellman decides to do, it is possible that this agreement may need to change. **Paquette moved** to accept the employment agreement with the proposed building official as revised above. **Motion carried unanimously.**

9. Office Manager Appointment

Joni Cullan was appointed as the town hall's office manager, replacing Julie Woodland when she leaves on April 13. With the unfinished business of setting a compensation rate, Alberts emailed the AFSCME staff representatives for their interpretation of the contract and to date he has not heard back. Alberts proposed a three-step compensation rate over the next year and a half. **Paquette moved** that if AFSCME responds favorably to the proposal that the new salary schedule be enacted. **Motion carried unanimously.**

10. Tax Rebates

The tax rebate is due to double payments made by homeowners in order to get the Federal deduction in 2017 even though they escrowed funds and then their banks paid the escrowed amount in January 2018.

Paquette moved to approve a tax rebate to Corelogic Centralized Refunds in the amount of \$38,698.84. **Motion carried unanimously.**

11. Correspondence and Announcements

Alberts spoke about the following:

- a. Carl Knittel resigned from the Inland Wetlands and Watercourse Agency effective April 3, 2018.
- b. Pat Boyd sent Alberts correspondence about the salt contamination in the water affecting some homes located on Route 198 in the vicinity of the State Department of Transportation's salt shed.
- c. A memo from Delia Fey reported that Planning and Zoning favorably reviewed the proposed sidewalk on the corner of Academy Road and Hill Cemetery Road, pending the final review of the sidewalk and lighting by the Historic District Commission.
- d. The First Selectman's office received a telephone call from the NECCOG dog warden informing us a Woodstock dog that was quarantined for biting a person walking on the street died in their care. They took the dog to Companion Vets who determined the dog died from a congenital heart problem.
- e. The Treasurer's Office had accumulated documents over the years that may substantiate Bradford Marcy Cemetery is owned by the Town of Woodstock.
- f. Tax Collector Linda Bernardi forwarded a memorandum to the Selectmen suggesting possible coverage during tax collection season. Her proposal included not only that the newly hired tax collector assistant will work full time to cover the office while Linda is on vacation in April but also for the month of July. A second proposal is to hire Julie Woodland to work 6 hours each weekend in July to help her process the payments that are received by mail. Alberts stated that even though Julie is the most capable person to assist in the tax office, she will not be bonded. The Selectmen appreciated that Linda was proactive in sending this information to them and said that they will meet with her.

12. Citizen's Comments

Crystal Adams, Chair of the Middle School Playground Committee, asked the Selectmen if they would be willing to participate in their "Kiss a Goat" fundraising effort. The Selectmen agreed to participate.

Richard Baron expressed his thoughts about what the building inspector does as it relates to building fires. For example, the fire marshal may need to call the building inspector to inspect the building for safety and that could be at any time of the day or night. He also expressed his opinion on how much work will end up on the building clerk's desk by cutting the building official to part time. Alberts indicated that there may be modifications during the period of changes.

Richard Kryzak asked what metrics are used to evaluate departments and personnel. He feels he is not paid equally and it should be addressed. Alberts said that a study may be done at a later date. Kryzak said he would like to have a discussion about where the Selectmen see the assessor's office in the future.

13. Adjournment

Paquette moved to adjourn at 5:06 p.m. **Motion carried unanimously.**

Respectfully submitted,
Joni Cullan, Recording Clerk