

**Town of Woodstock
Board of Selectmen
Regular Meeting
Thursday, September 6, 2018
4:00pm – Room A**

MINUTES

PRESENT: Michael Alberts and Frank Olah

ABSENT WITH NOTICE: Chandler Paquette

OTHERS PRESENT: Joshua Bottone, Bruce Bressette, Roy Chandler, David Elliott, Roger Gale, Diane Miller, Ericka Cornelius Smith, Jordan Stern and Suzanne Woodward

1. Call to Order: First Selectman Michael L. Alberts called the meeting to order at 4:00pm.

2. Approve the Minutes of the August 2, 2018 Regular Board of Selectmen's Meeting and two August 22, 2018 Special Board of Selectmen's Meetings.

Selectman Frank Olah made a motion to approve the Minutes of the August 2, 2018 Regular Board of Selectmen's Meeting as presented. **Motion passed unanimously.**

Mr. Olah made a motion to approve the Minutes of the August 22, 2018 Special Board of Selectmen's Meeting, starting at 4:00pm as presented. **Motion passed unanimously.**

Mr. Olah made a motion to approve the Minutes of the Special Board of Selectmen's Meeting of August 22, 2018, that began immediately following the adjournment of the 4:00pm meeting as presented. **Motion passed unanimously.**

3. Set a Special Board of Selectmen's Meeting Date to Discuss and Vote on Whether to Remain in Place with QV 911 Dispatch or Plan a Move to Tolland Emergency Dispatch

David Elliott, Emergency Management Coordinator, as well as Joshua Bottone, Deputy Emergency Management Coordinator, reported that there have still been issues with the responsiveness at QV 911 Dispatch.

Mr. Alberts stated that there has been lots of discussion on this subject and that it is time to make a decision on whether to continue with QV 911 Dispatch or move to the Tolland Emergency Dispatch.

Mr. Olah made a motion to schedule a Special Board of Selectmen's meeting on September 13, 2018, at 5:00pm to discuss and to vote upon whether to remain in place with QV 911 Dispatch or plan a move to Tolland Emergency Dispatch. **Motion passed unanimously.**

4. Discussion with Roger Gale of the West Woodstock Church Library Board and a Member of the Church of the Good Shepherd to Consider a Request to Close Bungay Hill Road Extension

Roger Gale, representing the West Woodstock Library Board, and Bruce Bressette, a representative of the Church of the Good Shepherd explained to the Board the safety issues at the intersection of Bradford Corner Road and Bungay Hill Road, and the Bungay Hill Connector.

Both gentlemen explained that cars approaching the stop sign at the end of Bradford Corner Road frequently do not stop. Cars coming onto Bungay Hill Road from Route 171 do so at a high rate of speed. Cars using the Bungay Hill Connector also speed. During Church services and Story Time at the Library people park along the side of the road, making them very narrow. Both are concerned that there will be an accident in that area.

In order to avoid this from occurring Mr. Gale and Mr. Bressette would like Route 171 to have more of a corner, similar to Perrin Road to slow traffic when entering onto Bungay Hill Road. They would also like this for Bradford Corner Road, which would hopefully encourage traffic to halt at the stop sign. They would also like to have the Town close the Bungay Hill Connector, so that it can be used for parking for both the Church and the Library, therefore taking the parking issue off of the roads.

It was agreed by the Selectmen to meet Mr. Gale, Mr. Bressette and Highway Foreman John Navarro at the site at a future date.

5. Consider the Reappointment of David Mullen as a Full Member of the Crystal Pond Park Commission for the Term July 1, 2018 through June 30, 2020

Assistant Town Clerk Christine French explained that when the Crystal Pond Park Commission ordinance was updated the Alternate member position was eliminated. When Mr. Mullen was appointed to a new term in June he was appointed as an Alternate Member, instead of a Full Member, in error.

Mr. Olah made a motion to reappoint David Mullen as Full Member to the Crystal Pond Park Commission for the term of July 1, 2018 through June 30, 2020. **Motion passed unanimously.**

6. Consider the Appointment of Erika Cornelius Smith as a Full Member of the Recreation Commission for the Term September 6, 2018 through November 19, 2019

Dr. Erika Cornelius Smith introduced herself to the Board of Selectmen. She and her family moved to Woodstock in 2016, and she is an Assistant Professor of Political Science and International Business at Nichols College. She has two small children who have participated in Recreation Programs in Woodstock as well as Pomfret and Thompson. She believes that it is important to be a volunteer in one's community and feels that Recreation programs are important to the well-being of the community.

Mr. Olah moved to appoint Erika Cornelius Smith to the Recreation Commission for the term of September 6, 2018 through November 19, 2019. **Motion passed unanimously.**

Mr. Alberts and Mr. Olah thanked Dr. Cornelius Smith for her willingness to serve.

7. Discussion of Possible Change to Expand to Include Uncle, Aunt and Cousin to the Related Parties Policy

Mr. Alberts explained that this policy went into effect in June of 1997, prohibiting an employee from being able to hire, fire, determine compensation or have management responsibilities over a relative. Mr. Alberts would like to include uncle, aunt and cousin to this policy.

Mr. Olah would like to think about this and discuss it after Mr. Paquette has returned from vacation.

Mr. Olah made a motion to table this matter until a later meeting. **Motion passed unanimously.**

8. Tax Rebates

Mr. Olah made a motion to approve the following tax rebates:

A tax rebate to Toyota Lease Trust in the amount of \$543.68

A tax rebate to William A. Jr and Kathleen M. Sowka in the amount of \$40.68

A tax rebate to Lindsay M. Peterson in the amount of \$199.21

A tax rebate to Honda Lease Trust in the amount of \$113.41

A tax rebate to Gerd A. Lossius in the amount of \$152.74

And a tax rebate to Kaplan & Brennan in the amount of \$3001.25.

Motion passed unanimously.

9. Correspondence and Announcements

A letter has been received from the Interfaith Human Services of Putnam announcing that the week of September 23-29, 2018 is Diaper Need Awareness Week.

A thank you from United Services Inc for the Town's continued support.

The Tolland County Mutual Aid Fire Service Inc sent a note thanking the Board of Selectmen and the Woodstock Fire Services Agency for their visit to the dispatch center.

A Fire Evacuation Plan for the Town Hall has been passed out to all of the staff.

Correspondence has been received from the Connecticut Department of Energy and Environmental Protection announcing that Bungay Fire Brigade has received a grant in the amount of \$2500.00 and that Muddy Brook Fire Department Inc has received a grant in the amount of \$2469.44.

A thank you note from the Thames Valley Council for Community Action Inc was received thanking the Town for supporting the Senior Nutrition Program.

The Planning & Zoning Commission has asked for a job description for the Planner position. Mr. Alberts feels that that is the responsibility of NECCOG. Mr. Alberts stated that the Town has budgeted \$36,625.00 this fiscal year for planning services. Mr. Filchak believes that figure could decrease as more Towns sign on for that service.

Mr. Olah sent a memo stating that he will be out of the state on September 20, 2018, and will miss the next Regular Board of Selectmen's meeting.

Governor Malloy sent a letter announcing the Text-to-911 program.

Bill Brower, chair of the Arboretum Committee sent pictures of the completed Eagle Scout project at the Arboretum.

A monthly report from the NECOGG Animal Control Officer has been received.

A monthly incident report from Troop D State Police Barracks has been received.

Office Manager Joni Cullan has been investigating job descriptions and salaries with the help of CCM. She will be giving a presentation of her findings at a later meeting. She has discovered that the positions of Treasurer and Assessor are compensated at a lower rate compared to other comparable area Towns. A memo has been sent to the Treasurer and the Assessor from Mr. Alberts stating that he was going to share this information with the other Selectmen to determine whether an adjustment is in order for the next fiscal year.

Mr. Alberts asked for an opinion from Attorney Richard Roberts, of Halloran Sage, if the Board of Finance has the statutory or legal authority to require that it approve any proposed expenditures which would cause a budget line item to be overspent by \$250 or more. Mr. Roberts believes that this would be an over reach of the Board of Finance. Mr. Alberts has shared this information with Michael Dougherty the Board of Finance chairman.

Mr. Alberts went over his calendar of meetings for the rest of September and part of October.

Mr. Alberts stated that he had mentioned to John Filchak of the possibility of sharing a Resident State Trooper with another Town. Mr. Filchak thought that perhaps the Putnam Police Force might be willing to cover Woodstock. He is planning to meet with Barney Seney to discuss this in the future.

He announced that Katie Healey has been hired to replace Melody Yargeau in the Tax Collector's Office, and that she will be starting on September 24, 2018.

10. Citizen's Comments

Suzanne Woodward stated her concerns about the budget surplus from last fiscal year being over \$252,000.00, not counting any excess revenues collected. She feels that the budget is being figured too conservatively. Mr. Alberts explained that the Board of Finance has always been very conservative with the budget process and in its estimate in collections.

Diane Miller wanted to know who the Emergency Management Coordinator was and if there was a list of places where generators were located. Mr. Alberts informed her that David Elliott was the Emergency Management Coordinator. Mr. Alberts stated that in an emergency the Town Hall, the fire departments and the schools would be available to help with charging stations, MRES and water, and whatever else might be needed.

11. Adjournment:

Mr. Olah made a motion to adjourn at 4:57pm. **Motion passed unanimously.**