

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

MINUTES

PRESENT: Michael Alberts, Frank Olah and Chandler Paquette

OTHERS PRESENT: Robert Andrews, Roy Chandler, Joni Cullan, Michael Dougherty, Karen Fitzpatrick, Diane Miller, Seth Spalding, Susan and Jay Swan, Eric Young and WINY Reporter

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

Selectman Chandler Paquette made a motion to add **7A. Review Frank Olah's email dated September 5, 2018** to the agenda. **Motion passed unanimously.**

2. Approve the Minutes of the September 6, 2018 and September 20, 2018 Regular Board of Selectmen's Meetings and the September 13, 2018 Special Board of Selectmen's Meeting:

Selectman Frank Olah made a motion to approve the minutes of the September 6, 2018 Regular Meeting Minutes as presented. **Approval:** Michael Alberts and Frank Olah. **Opposed:** None. **Abstains:** Chandler Paquette. **Motion passed.**

Chandler Paquette made a motion to accept the minutes for the September 20, 2018 Regular Board of Selectmen's Minutes as presented. **Approval:** Michael Alberts and Chandler Paquette. **Opposed:** None. **Abstains:** Frank Olah. **Motion passed.**

Chandler Paquette made a motion to approve the minutes of the September 13, 2018 Special Meeting Minutes as presented. **Motion passed unanimously.**

3. Consider the Appointment of John V. Swan Jr. as Woodstock's Chief Constable:

Michael Alberts reminded the Board that former Chief Constable Joe McGrady had resigned and had moved from the area. Before he left he highly recommended Jay Swan as his replacement.

Mr. Swan informed the Board members and the audience that he was originally appointed as a constable when Delpha Very was First Selectwoman. He worked closely with Joe and the other constables at elections, athletic events, dances, private functions and serving papers. The current Constables are great representatives of the Town, and that they are always looking to appoint more constables.

Chandler Paquette made a motion to appoint John V. Swan Jr as Chief Constable for the Town of Woodstock. **Motion passed unanimously.**

4. Consider the Appointment of Robert Andrews Jr as Alternate Member of the Northeast District Department of Health Board of Directors Representative for the Term October 4, 2018 through February 15, 2021.

Mr. Andrews explained to the Board that he was a member of Northeast District Department of Health when he was a resident of Pomfret. He is the safety manager for Day Kimball Hospital and he works closely with NEDDH.

Chandler Paquette moved to appoint Robert Andrews Jr. as Alternate Member of the Northeast District Department of Health Board of Directors for the term of October 4, 2018 through February 15, 2021. **Motion passed unanimously.**

5. Executive Session Possible Litigation:

Frank Olah made a motion to go into executive session at 4:15pm. **Motion passed.**

Mr. Alberts invited Michael Dougherty, Roy Chandler, Seth Spalding, Eric Young, Joni Cullan, Karen Fitzpatrick and Duncan Forsyth to remain.

The Board of Selectmen came out of executive session at 4:59pm. No action was taken.

6. Presentation on Proposed Payroll Processing and Tracking Changes:

Office Manager and Human Resources Director Joni Cullan explained the current, labor intensive payroll system. The system that she has been researching is web-based. Mrs. Cullan explained that the employees would log in and log out on their computers. The computer system would automatically figure in vacation time, sick time and anniversary dates. This would largely eliminate the need for time cards and manually entering vacation and sick time accrual into an excel spread sheet. There would be three administrators trained to oversee the program, and each department head would be able to edit the time cards of employees in their department only.

Treasurer Karen Fitzpatrick stated that she and the auditors are comfortable with this new system.

Frank Olah made a motion to switch to the new payroll processing and tracking system as outlined in the presentation. **Motion passed unanimously.**

7. Tax Rebates:

Chandler Paquette made a motion to approve the following tax rebates:

A tax rebate to Denise Chambers in the amount of \$18.60;

A tax rebate to Enterprise FM Trust in the amount of \$153.74,

And a tax rebate to ARI Fleet Ltd in the amount of \$142.83.

Motion passed unanimously.

7a. Review Frank Olah's email of September 5, 2018:

Mr. Olah reported that after Mrs. Yargeau read her letter at the Board of Selectmen's meeting of August 2, he took it upon himself to speak to the staff of the Town Hall to learn the overall feeling amongst them. He discovered that most of the people he was able to speak to were in agreement with Mrs. Yargeau's sentiments. He feels that an outside agency should be hired to evaluate the staffing needs at the Town Hall.

Mr. Alberts said that some staff members approached him and said that they did not agree with Melody's letter. Mr. Alberts stated that a staffing study could be provided by NECCOG.

Mr. Paquette understood that change was difficult, but that adjustments could always be made in the future.

Mr. Olah thanked the Board for taking the time to review this letter.

8. Correspondence and Announcements:

An incident report for the month of September was received from the Troop D State Police Barracks.

A letter was received from Timothy Dodge, Chairperson of Stewardship at the Church of the Good Shepherd endorsing the closing of the Bungay Hill Connector for safety reasons. Mr. Alberts added that he met with Tim Dodge, Roger Gale and John Navarro at the intersections of Bungay Hill Road, the Bungay Hill Connector, Bradford Corner Road and Route 171 yesterday. He said that Mr. Navarro thought that a perpendicular stop at Bradford Corner Road and Bungay Hill Road would be a good solution for that intersection. Mr. Navarro believes that it will be approximately \$50,000.00 to refigure that intersection. It is hoped this project will go to Town Meeting in the spring, along with the Bull Hill Road question. Mr. Spalding requested that when this intersection is changed that the engineer will keep tractor trailer trucks in mind.

A letter from the Reverend Alice L. O'Donovan was received describing a near miss accident at that same intersection during a recent funeral.

The work on the Town Hall parking lot has been delayed due to weather. Roy Chandler stated that work should begin again on Monday.

A report has been received from NECOGG Animal Control.

Moody's Investors Service has given Woodstock a favorable Aa3 rating. This will help the Town with borrowing if the Town needs to borrow for bridge projects.

The Town Clerk sent over a report of the receipts for the month of September, which were higher than September, 2017.

Terri Lasota has been hired as the recording clerk.

There was a conference concerning Agritourism at the Town Hall on September 27th that was very well attended and full of interesting information.

The State of Connecticut Department of Transportation will start paving Route 169, from where it joins Route 171 to the Massachusetts state line.

Mr. Alberts and Mrs. Fitzpatrick met with Hometown Bank about lockbox services. The Town may qualify to receive this service for free. They will continue to research this.

There will be a staff meeting on October 16 at 2:30pm.

The RFP for legal services is just about complete.

The Selectmen's Office received a call from Savannah, Georgia checking on references on Richard Kryzak, the Assessor.

Frank Olah has volunteered to go to the Family Health Care Center and the Yoga Studio openings. The other two selectmen are also going to try to attend.

9. Citizens Comments:

Diane Miller stated that "Celebrate Agriculture" was a huge success. She informed that Board of Selectmen and the audience that she gave 1125 people a tour of Fair View Farm.

Seth Spalding stated that the Muddy Brook Fire Department will be printing a tri-fold brochure and they are hoping to deliver it door-to-door. It was suggested that if all three of the Fire Departments coordinated to do a brochure the brochure could be delivered as an inset in the "Shopper's Guide" or in the "Woodstock Villager".

Mr. Spalding announced that the Muddy Brook Volunteer Fire Department would be having an open house on Sunday, October 7, 2018, from 10:00am to 2:00pm.

Roy Chandler announced that Bungay Fire Brigade's chicken bar-b-que was being held on October 13, 2018, and that there were a few tickets left.

10. Adjournment:

Michael Alberts made a motion to adjourn at 5:59pm. **Motion passed.**

Respectfully submitted,
Christine G. French
Recording Clerk