

**Town of Woodstock Board of Selectmen  
Regular Meeting  
Thursday – December 5, 2019  
4:00 PM – Room A**

**MINUTES**

**PRESENT:** Jay Swan, Chandler Paquette and Greg Kline

**OTHERS PRESENT:** Diane Miller, Susan Connor, John Navarro, Cheri Rainey, Frank Olah, Kevin Withers, Members of the Public

- 1. Call to Order:** First Selectman Jay Swan called the meeting to order at 4:00 pm.
- 2. Pledge of Allegiance:** Mr. Swan led the Board of Selectmen and members of the public in the Pledge of Allegiance.

First Selectman Jay Swan asked to include an additional agenda item as 9(a) regarding the building official for the Town of Woodstock.

- 3. Approve the Minutes of November 21, 2019 Regular Board of Selectmen's Meeting:**

**Motion** was made by Chandler Paquette to **approve** the November 21, 2019 Regular Board of Selectmen's Meeting Minutes with the following revision: Page 3—Include Chandler Paquette as an appointed member of the Open Space Land Acquisition Committee. **Motion passed unanimously.**

First Selectman Swan referenced a motion made on Page 4 of the November 21 minutes. He provided an update on clarifying the definition of an aerosol can as it relates to the 2020 Transfer Station Regulations. The Paint Can Program will not accept aerosol cans; however, the Transfer Station will continue to accept them.

- 4. Consider the Appointment of Susan Connor as Agent for the Elderly for the Term December 5, 2019 through November 16, 2021:** First Selectman Swan referenced Susan Connor's application for the above-referenced appointment, which was included in the meeting packets. Ms. Connor was present at the meeting.

**Motion** was made by Greg Kline to **approve** the appointment of Susan Connor as Agent for the Elderly for the Term December 5, 2019 through November 16, 2021. **Motion passed unanimously.**

- 5. Consider the Appointment of Cheri Rainey as a Full Member of the Housing Authority for the Term December 5, 2019 through April 30, 2021:** First Selectman Swan referenced Cheri Rainey's application for the above-referenced appointment, which was included in the meeting packets. Ms. Rainey was present at the meeting.

**Motion** was made by Jay Swan to **approve** the appointment of Cheri Rainey as a Full Member of the Housing Authority for the Term December 5, 2019 through April 30, 2021. **Motion passed unanimously.**

Chandler Paquette thanked Ms. Connor and Ms. Rainey for volunteering their time to the Town of Woodstock.

**6. Warn a Special Town Meeting for December 19, 2019, at 7:00 pm, to Discuss and Vote on the following Resolutions:**

RESOLVED, that the Town of Woodstock approve the expenditure of \$75,000.00 for Emergency Tree Removal as has been recommended by the Board of Finance from the Reserve for Capital and Nonrecurring Expenditure Fund to be used for the Tree Removal Projects.

RESOLVED, that the Town of Woodstock approve the expenditure of \$96,641.00 for Highway Equipment as has been recommended by the Board of Finance from the Reserve for Capital and Nonrecurring Expenditure Fund to be used for such Highway Equipment.

First Selectman Swan read the above resolutions and asked John Navarro, Public Works Director, to briefly summarize same. Mr. Navarro stated the \$75,000 for emergency tree removal was remaining from a surplus, which was designated for tree removal. He explained the issues with gypsy moths and the importance of removing the hazardous trees. Regarding the highway equipment, monies have been collected over the last 10-12 years from highway equipment that was auctioned off. The \$96,641 will focus on the purchase of a new pick-up truck and a new roadside mower. RFP's will be sent for these two purchases.

Chandler Paquette asked about the Bingo Ordinance. Jay Swan stated that this item may be included at a Board of Selectmen's meeting in February.

**Motion** was made by Chandler Paquette to **approve** the Warn a Special Meeting for December 19, 2019, at 7:00 pm, to Discuss and Vote on the above-referenced Resolutions as presented. **Motion passed unanimously.**

**7. Discuss Dirt Roads:** Jay Swan referenced a "Help Us Help You" handout regarding suggestions for town residents living on dirt roads. The handout lists facts residents should know about relative Woodstock's dirt roads and how to work together with the Town Highway Department/DPW during "dirt road season." The handouts can be found in the Town Hall lobby.

**8. Tax Rebates:** None.

**9. Correspondence and Announcements:** First Selectman Swan reported that Connie Maynard resigned as the Agent for the Elderly after several years of service. Additionally, the Town

Clerk received a letter of resignation from Glen Lessig from the Board of Finance effective December 10, 2019. In addition, Mr. Lessig will no longer be able to continue his appointed role as the BOF representative to the Open Space Land Acquisition Committee. The Board acknowledged Ms. Maynard's and Mr. Lessig's years of service.

First Selectman Swan referenced an upcoming presentation on the Freedom of Information Act. The presentation is scheduled for Tuesday, January 7, 2020, at 7 pm, in Meeting Room 1, at the Town Hall. Tom Hennick, CT Freedom of Information Commission Public Education Officer, will be presenting on several topics.

- a) **New Business:** First Selectman Swan asked the Board of Selectmen to consider increasing the weekly hours of the Building Official position from 29 hours per week to 31.5 hours per week. As a result of the increased hours, the Building Official would be eligible for health insurance and pension. Mr. Swan stated that since the Building Official took this position, it became evident that more hours would be required to complete the increased workload. Mr. Swan stated that this item would be formally discussed at the next Board of Selectmen's meeting. No action was taken on this item.

10. **Citizens Comments:** Kevin Withers asked whether anyone knew the whereabouts of the veteran flags at Bungee Cemetery. He has exhausted his efforts in locating them. John Navarro offered to investigate who might be maintaining the cemetery. Selectman Greg Kline offered to research contact information on the CT Department of Veterans Affairs website.

Diane Miller asked about the special meeting date of December 19, 2019, at 7 pm, and the potential conflicts with other committee meetings happening that evening. First Selectman Swan will speak with Town Clerk Judy Walberg and PZC Chairman Jeffrey Gordon on any potential conflicts.

11. **Other from Committee:** Selectman Chandler Paquette asked if Jay Swan has met with department heads since his appointment as First Selectman. Mr. Swan mentioned that he has met with some department heads and will continue to meet with others.

12. **Adjournment:** Motion was made by Chandler Paquette to **adjourn** the meeting. **Motion passed unanimously.** The meeting adjourned at 4:39 pm.

Respectfully submitted,

Cynthia Brown  
Recording Secretary