

**Town of Woodstock Board of Selectmen  
Regular Meeting  
Thursday – February 6, 2020  
4:00 PM – Room A**

**MINUTES**

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

**OTHERS PRESENT:** Diane Miller, Kevin Withers, Michael Dougherty, Lee Wesler, Crystal Adams, 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.
- 3. Approve the Minutes of January 16, 2020 Regular Board of Selectmen's Meeting:**

**Motion** was made by Chandler Paquette to **approve** the January 16, 2020 Regular Board of Selectmen's Meeting Minutes as presented. **Motion passed unanimously.**

- 4. Discuss and Approve a Resolution to Grant the Chief Executive Officer the Authority to Sign the Emergency Management Performance Grant Application on Behalf of the Municipality:**

First Selectman Jay Swan explained that this grant application requires the First Selectman's signature on behalf of the Town of Woodstock. He noted that the grant is from the CT Division of Emergency Management and Homeland Security and funds can be used to cover costs essential to maintaining an Emergency Management program. Most eligible costs are 50% reimbursable (i.e., personnel equipment, etc.), and the town may be awarded up to \$5,000. He felt it would be cost effective for the town, especially as municipalities look to expand their emergency services.

**Motion** was made by Chandler Paquette to **approve** the resolution to grant the Chief Executive Officer the authority to sign the Emergency Management Performance Grant Application on behalf of the municipality. **Motion passed unanimously.**

- 5. Consider Adopting a Resolution Supporting Participation in the Sustainable CT Municipal Certification Program:**

First Selectman Swan summarized the resolution supporting participation in the Sustainable CT Municipal Certification Program, which inspires, supports and celebrates thriving and resilient Connecticut communities. Crystal Adams explained that there is no cost to the town to participate and once the resolution is signed, grants and resources will be available to the town.

**Motion** was made by Chandler Paquette to **adopt** the resolution supporting participation in the Sustainable CT Municipal Certification Program. **Motion passed unanimously.**

- 6. Lee Wesler to Discuss the Progress of the Dogwood Planting Project and Request Starting a Facebook Page for the Conservation Commission:**

Mr. Wesler stated the Conservation Commission has been working with a local resident who donated funds to have dogwood trees planted along scenic highways in town, specifically Routes 169, 171 and 198. He explained that the logistics of planting along scenic highways are challenging (encroachment permits, pipelines underground, etc.), and the Commission is in the process of researching these areas. Crystal Adams has spoken with John Navarro regarding the encroachment issues. The project is anticipated to begin in April. Residents interested in this project will purchase a tree, maintain the tree, and allow the donor to approve the location. The donor will also provide a tree for every tree purchased. The Conservation Commission will be placing an ad in the Shopper's Guide announcing the project. The Commission requested permission to start a Facebook page where interested residents can sign up to participate. Mr. Swan shared that the Town Hall will be creating a Facebook page and asked the Commission to consider being a part of the town's page. Mr. Wesler and Ms. Adams will share this with the Conservation Commission at their next meeting.

**7. Discuss and Consider Building Office Waiving the Permit Fee for Residents with Crumbling Foundations:**

First Selectman Swan shared the history behind the crumbling concrete foundations in Connecticut and referenced the Office of Legislative Research Report on the subject. A family in Woodstock has been affected by this issue, and they have applied for assistance. The property was built in 1997. The cost to fix the crumbling concrete is \$215,000, and the state will pay \$175,000. The homeowner is responsible for \$40,000. The Research Report's recommended guidelines suggest towns waive all permitting fees related to crumbling foundations (excluding state fees). Mr. Swan proposed that the Town of Woodstock waive all permitting fees for the current family affected and other families who may be affected in the future.

**Motion** was made by Chandler Paquette to **waive** all inspection fees for families in Woodstock that are repairing crumbling concrete foundations identified in the Research Report noted above.

**Motion passed unanimously.**

**7. Tax Rebates:** Mr. Swan referenced items 1-3 relating to tax rebates. The list includes:

#1 tax rebate to Toyota Lease Trust in the amount of \$222.10

#2 tax rebate to Travis F. Serrine in the amount of \$102.07

#3 tax rebate to James F. Leonard in the amount of \$31.29

**Motion** was made by Jay Swan to **approve** the tax rebates as presented. **Motion passed unanimously.**

**8. Correspondence and Announcements:** Mr. Swan referenced the monthly report from the Department of Emergency Services and Public Protection and shared that Troop D responded to 96 calls for services in the Town of Woodstock for the month of January. He shared an email from a town resident acknowledging the positive service from the Building Department staff and various other departments within the Town Hall. Mr. Swan referenced a formal request from AFSCME to meet and discuss a successor collective bargaining agreement between the Town of Woodstock and the Town Employees, as well as correspondence from the Teamsters Local Union to amend or change the contract between Woodstock Highway and Connecticut and Teamsters Local 493. BOS members are in possession of the current contracts.

Mr. Swan stated that CME has been acquired by CHA Consulting. The agreement regarding the local bridge project between the Town of Woodstock and CME will now be covered by CHA. Mr. Swan received a letter from the DOT regarding Route 169 at Route 171 South Junction. After DOT's review and findings of the intersection, they have determined that a traffic control signal is warranted at

the intersection. The town will be contacted by DOT during the design phase. The BOS received notification from Delia Fey of NECCOG regarding a proposal to designate Joy Road or a portion thereof as a scenic road. The public hearing on this matter will occur on Thursday, February 20, 2020, at 7:45 pm. Last, Evelyn Cole Smith submitted a formal letter of resignation as a member of the Historic Properties Commission.

9. **Citizens' Comments:** A member of the Open Space Committee asked for the status of scheduling a town meeting regarding the Ordinance for the Open Space Committee, which would allow the Committee to appoint two alternates. Mr. Swan stated that the town meeting is on hold until more items requiring a town meeting are solidified. Greg Kline suggested this could possibly be included at the May town meeting when the budget is approved.
10. **Other from Committee:** Greg Kline referenced a letter from Frank Olah regarding Steve Townsend's, and his brother's, wish to donate a bench in memory or honor of their mother. They were hoping the town would consider certain locations for this bench, which include the green space between the Congregational Church and Woodstock Academy where the ballfield is located; the Arboretum; the scattering garden at the cemetery on the hill; or Roseland Park. BOS members agreed with the Arboretum; however, the Arboretum Committee would need to be consulted. Mr. Swan will speak with John Navarro to discuss installation and who should be responsible for same. The Townsends indicated they were willing to pay for the installation.
11. **Adjournment: Motion** was made by Chandler Paquette to **adjourn** the meeting. **Motion passed unanimously.** The meeting adjourned at 4:46 pm.

Respectfully submitted,

Cynthia Brown  
Recording Secretary