

Board of Selectmen  
Special Meeting Minutes  
Selectmen's Conference Room  
Wednesday, February 26, 2020  
3:00 p.m.

**Members Present:** Jay Swan, Greg Kline

**Members Absent:** Chandler Paquette

**Others Present:** Karen Fitzpatrick, Michael Dougherty, Anthony Pezzetti (3:15 p.m.), Peter Engh, Jeff Kimball, Dick Baron, Will Skene, Eric Young, Scott Hazelton, Seth Spalding, Diane Odorski, Russell Downer Jr, Roy Chandler and David Elliott (4:00 p.m.)

### **1. Call to order**

**Swan** called the meeting to order at 3:06 p.m.

### **2. Approve minutes from the BOS Special Meeting on February 18, 2020**

**Swan** moved to approve the minutes of the BOS Special Meeting on February 18, 2020. **Kline** seconded.  
**Motion Carried Unanimously.**

### **3. Meet with Recreation Director**

**Swan** began by complementing Pezzetti on his performance as a new recreation director. Discussion took place on the status of the current programs and what new programs Pezzetti is trying to implement in the new year. Senior programs are being considered (along with input from the new Agent of the Elderly, Su Connor) and a senior art class is in planning. Pezzetti, Swan and Kline discussed the outcome of the new Winter Festival that took place in December. **Pezzetti** mentioned that Dattco offered to donate bus service for the next Winter Festival in 2020. Discussion took place on the upcoming road race. This year will mark the 40<sup>th</sup> anniversary of the Memorial Day 10K Road Race. **Swan** asked if there was anything special planned since this was the 40<sup>th</sup> anniversary. Pezzetti plans to add a 5K option along with the traditional 10K and is working on a route plan to accommodate this addition. The selectmen thanked Pezzetti for his time and job well done.

### **4. Meet with Woodstock Fire Prevention Assoc. and EMS**

The Selectmen met with several members of the Woodstock Fire Prevention Association and EMS to discuss the future needs of the town. **Dougherty** expressed concern for EMS paid staff. This would increase the EMS budget by approximately \$91,000.00 not including benefits. There are currently members that are on payroll but not enough to cover a 24 hour per day staff.

A lengthy discussion took place on the needs for the fire departments. The potential need for paid trained firefighters is one of the most-costly concerns for the town. It would cost approximately \$3.5 to

\$4 million dollars to staff each of the 3 three fire departments with 24 hour per day coverage. Other concerns expressed by members of the WFPA and EMS is the need for specialized equipment. Although the departments can apply for grants, these funds are not always available when needed. There is currently a grant in the process for a gear washer. Another need greatly expressed by many members is the electronic CPR machines. Some brands such as the Lucas Machine costs approximately \$15,000 per unit with an additional \$1,200 in annual maintenance cost. The hope is that WFPA and EMS will be able to purchase 4 new units. One for each department and a spare. **Fitzpatrick** asked if one of the members could provide a quote and a brochure with more information and perhaps consideration from the Board of Finance to use CNR funds would help cover some of the cost until future grants would be available. **Kline** offered to volunteer in his capacity as a member of WFPA to reach out to local banks for donations and help with grant writing. The Selectmen thanked the WFPA and EMS members for coming in and updating them on the status of the services they provide to the town and for volunteering their time.

#### **5. Review and Approve FY 20-21 Budget Submissions**

**Fitzpatrick** updated that she reached out to the libraries and to Day Kimball Home Healthcare and asked for the number of residents served. Donna Hendrickson from Day Kimball Home Healthcare sent a report with data for 2018, 2019 and 2020 to date. In 2018 over 3000 residents were served. In 2019, approximately 2800 residents were served and in 2020 to date over 300 residents served. Bracken and West Woodstock Library responded with a high turnout of residents served and numerous books and other media checked out. Highest volume seems to be on the weekends. North Woodstock Library has not submitted any information and May Memorial reported attendance of 8 to 20 residents per week in their budget submission. A brief discussion took place of other budget items. A special meeting is being considered for Monday, March 2, 2020 to approve the budget to present to the Board of Finance. No other action was taken.

#### **6: Review and Approve Five Year Capital Improvement Plan Ending FY 2025**

The Selectmen reviewed the Five-Year Capital Improvement Plan Ending FY 2025. **Kline** moved to add an additional line item for Rescue and EMS Equipment of \$70,000.00 per year. **Swan** seconded. **Motion Carried Unanimously.** The Selectmen decided to table approving the adjusted Five-Year Capital Improvement Plan until Selectman Paquette is in attendance. No other action was taken.

#### **7. Adjournment**

**Swan moved to adjourn. The meeting adjourned at 5:35 p.m.**

Respectfully Submitted By:  
Karen Fitzpatrick, Treasurer