

**Town of Woodstock
Board of Selectmen
Regular Meeting
Thursday, August 20, 2020 – 4:00PM**

In accordance with Governor Lamont's Executive Order and social distancing guidelines recommended by the CDC, members of the Board of Selectmen participated in the meeting via ZOOM online.

MINUTES

PRESENT: John Swan, Gregory Kline and Chandler Paquette.

OTHERS PRESENT: Crystal Adams, Diane Miller, Michael Dougherty, Karen Fitzpatrick, Richard Roberts, and Megan Bard Morse.

1. Call to Order: First Selectmen Jay Swan called the meeting to order at 4:00pm.

2. Approve a Revision of the Minutes of the June 4, 2020 Regular Board of Selectmen's Meeting: Mr. Swan explained that the motion at the June 4th meeting to approve the Lucas Chest Compression System used an older quote of **\$61,000.00**. The motion should have approved a figure not to exceed **\$70,000.00**.

Selectman Greg Kline made a motion to approve the purchase of the Lucas Chest Compression Systems at an expenditure not to exceed \$70,000.00. **Motion passed unanimously.**

3. Approve the Minutes of the July 16, 2020 Regular Board of Selectmen's Meeting: Mr. Swan stated that under item # 2 of the July 16th meeting it should read the approval of the **July 2, 2020** meeting, not the **July 16, 2020** meeting.

Mr. Kline said his statement that he requested be put in the July 16, 2020 minutes be titled a statement against **Racism and Racial Injustice**.

Mr. Kline made a motion to approve the July 16th, 2020 Meeting Minutes as amended. **Motion passed unanimously.**

4. Consider the Appointment of Crystal Adams as the Conservation Commission Representative to the Open Space Land Acquisition and Preservation Committee for the Term (Retro-active to) January 27, 2019 through November 16, 2021: Mr. Swan stated that the appointment would not be retroactive, but that the term date would begin as of this date.

Jay Swan made a motion to appoint Crystal Adams as the Conservation Commission Representative to the Open Space Land Acquisition and Preservation Committee for a term beginning August 24, 2020 to November 16, 2021. **Motion passed unanimously.**

5. Approve Year End Transfers: Treasurer Karen Fitzpatrick sent Mr. Swan a memo with recommendations for CNR transfer requests for the Board of Selectmen to review and approve the following.

- \$212,483.00 – CNR Account for Woodstock Academy Capital Assessment. Mr. Paquette made a motion to approve the transfer of \$212,483.00 for the Woodstock Academy Capital Assessment into the CNR account. **Motion passed unanimously.**

- \$70,000.00 – CNR Account for Lucas Compression Machines for Woodstock Fire Protection Association. Chandler Paquette made a motion to approve the transfer of \$70,000.00 into the CNR fund for the Lucas Compression Machines for the Woodstock Fire Protection Association. **Motion passed unanimously.**

- \$100,000.00 – CNR Account for Town Hall Generator Replacement.

Mr. Swan explained that the generator that currently is installed at the Town Hall is no longer capable of running the entire Town Hall. During the power outage caused by Hurricane Isaias some of the computers and telephones did not work. Mrs. Fitzpatrick stated that she would like to earmark this money to be used to replace the current generator with a new one. Mr. Swan and Mrs. Fitzpatrick stated that the building will need to be evaluated to determine the size of the new generator and then wait for quotes to be received.

Chandler Paquette made a motion to approve the transfer of \$100,000.00 for the replacement of the generator at the Town Hall. **Motion passed unanimously.**

- \$42,961.08 – CNR Account for Emergency Tree Removal FY 20-21.

The Emergency Tree Removal figure is to enhance the tree removal project currently being done by the Highway Department. This money may allow the Highway Foreman to hire an outside contractor to remove trees.

Greg Kline made a motion to approve the transfer of \$42,961.08 for emergency tree removal into the CNR Fund. **Motion passed unanimously.**

6. Approve use of the CNR Funds for the 2nd Installment of the Woodstock Capital Project in the Amount of \$212,483.00 under Executive Order 7S.7: Town Attorney Richard Roberts explained that under Governor Lamont's Executive Order 7S.7 allows for Towns' to forego the normal Town Meeting and/or Referendum procedures for expenditures if both the Board of Selectmen and the Board of Finance are in agreement, and if the expenditure is less than 1% of the combined budget.

Mr. Swan reminded the other Board of Selectmen that this is the second installment of the amount agreed upon last year at Referendum.

Selectman Chandler Paquette made a motion to approve the use of the CNR Funds for the 2nd Installment of the Woodstock Academy Capital Project in the Amount of \$212,483.00 under Executive Order 7S.7. **Motion passed unanimously.**

7. Approve use of CNR Funds for the Purchase of the Lucas Compression Machines for the Woodstock Fire Protection Association in the Amount up to \$70,000.00 under Executive Order 7S.7: Greg Kline made a motion to approve the use of CNR Funds for the Purchase of the Lucas Compression Machines for the Woodstock Fire Protection Association in the amount up to \$70,000.00 under Executive Order 7S.7. **Motion passed unanimously.**

8. Approve use of CNR Funds in the Amount of \$52,838.71 for Upgrades to Lebanon Hill Road Phase 1 under Executive Order 7S.7: Chandler Paquette made a motion to approve the use of CNR funds in the amount of \$52,838.71 for upgrades to Lebanon Hill Road Phase 1 under Executive Order 7S.7. **Motion passes unanimously.**

9. Approve the use of CNR Funds in the amount of \$52,838.71 for the Upgrades to English Neighborhood Road Phase 3 under Executive Order 7S.7: Chandler Paquette made a motion to approve the use of CNR Funds in the amount of \$52,838.71 for the upgrades to English Neighborhood Road Phase 3 under Executive Order 7S.7. **Motion passes unanimously.**

Mr. Swan would like to add 9A onto the agenda. This item deals with approving an amount of \$42,961.08 to be used for Emergency Tree Removal. The reason this was not included on the agenda is that the dollar amount was not received until today.

Greg Kline made a motion to add to the agenda **9A. Approve the use of CNR Funds in the Amount of \$42,961.08 to be used for Emergency Tree Removal under Executive Order 7S.7.** **Motion passed unanimously.**

Greg Kline made a motion to approve the use of CNR Funds in the amount of \$42,961.08 to be used for Emergency Tree Removal under Executive Order 7S.7. **Motion passed unanimously.**

10. Recommend the Board of Finance to Approve items 6, 7, 8, and 9 under Executive Order 7S.7: Greg Kline made a motion to recommend the Board of Finance approve agenda items 6, 7, 8, and 9 under Executive Item 7S.7. **Motion passed unanimously.**

11. Tax Rebates: Chandler Paquette made a motion to approve a tax rebate in the amount of \$99.00 to Martin H. & Marna G. Marasco for a double payment in Real Estate taxes made by the old and the new owner; and a tax rebate to Toyota Lease Trust in the amount of \$71.17 for a tax adjustment for a leased vehicle that was totaled in June, 2020. **Motion passed unanimously.**

12. Correspondence and Announcements: Mr. Swan informed the Board that he was copied on correspondence to Jeff Gordon, the chair of the Planning & Zoning Commission, from Rachel Donald regarding the proposed gas station in West Woodstock.

Suzanne Woodward, Democratic Registrar of Voters, has submitted her letter of resignation effective August 31, 2020.

A thank you letter has been received from TEEG for the continued donations of food.

State Police Barack Troop D sent incidents reports for the months of June and July.

The Woodstock Safety Patrol is working with Troop D and State Trooper Eric Haglund. The group is keeping them informed on who is patrolling and what streets that they are patrolling. The group is currently training with a retired Police Officer and a retired State Trooper and Dr. Jeff Gordon has donated caps to the group identifying them as Woodstock Patrol members. George McCoy is working on making the Woodstock Patrol a non-profit organization so that donations can be accepted by the group and be tax deductible.

Treasurer Karen Fitzpatrick announced that the bond has been purchased by JP Morgan. The interest rate on the bond is currently 1.08%.

The Town of Woodstock has entered into an agreement for professional services for handling the Small Cities Housing Rehabilitation Grant. This person also works with the Towns of Killingly and Pomfret.

13. Public Comments: Megan Bard Morse, chair of the Board of Education, wished that the Board of Education or the administration of the Woodstock Public Schools had been given a courtesy notification that the First Selectmen, Chair of the Board of Finance and the Town Attorney were meeting to discuss the Woodstock Capital Assessment fee.

Mrs. Bard Morse informed the Board of Selectmen that due to an increase of students from Woodstock attending Woodstock Academy the current Woodstock Academy Capital Assessment fee is \$218,136.00, not \$212,483.00. At the June Board of Finance meeting the Board of Finance approved the \$218,136.00 amount to be paid. Mrs. Bard Morse asked how the Board of Selectmen could override a vote made by the Board of Finance in June.

Town Attorney Richard Roberts explained that when the Board of Finance had made the motion at the June meeting approving the amount of \$218,483.00 it was expected that this would go before a Town Meeting and a Referendum for approval. Due to the COVID restrictions on public gatherings a Town Meeting and a Referendum could not be held. Therefore, since the first motion was failed to be acted upon the motion that was made at this meeting supersedes the motion made at the June Board of Finance meeting.

Mr. Roberts explained that Executive Order 7S.7 allows for Towns to make expenditures without going to Town Meeting or Referendum. The Executive Order says that for this to happen both the Board of Selectmen and the Board of Finance must agree on the dollar amount. Mr. Roberts explained that the Board of Selectmen could recommend a dollar amount for an expenditure and the Board of Finance could disagree with the Board of Selectmen's decision and kick it back to the Board of Selectmen.

Michael Dougherty, Board of Finance Chair, explained that the decision to have the Board of Selectmen approve the Woodstock Academy Capital Assessment payment at \$212,483.00 was to expediate the year-end transfers.

The Board of Selectmen discussed whether their motion to approve the \$212,483.00 payment should be rescinded. Michael Dougherty suggested that the Board of Selectmen move forward with the motion as it now stands and that the Board of Finance will discuss where to find the funds to pay the higher amount. The Selectmen agreed to follow Mr. Dougherty advice.

There was discussion amongst the Board of Selectmen regarding the increase in the Woodstock Academy Capital Assessment fee. The Town agreed at Referendum last year to pay the Capital Assessment fee in two equal installments of \$212,483.00. The Selectmen do not feel that the Town should pay a higher amount when the increase in students did not impact the cost of the Capital Project that the Capital Assessment fee was based on.

14. Other from the Committee: Mr. Kline asked if there was an update on proposed traffic light at the intersection of Routes 171 and 169 by Coco's Cottage. Mr. Swan stated that there has not been an update.

Mr. Paquette stated that the acoustics in Meeting Room 1 made it difficult to hear what was being said during the Zoom Meetings. He wondered if upcoming meetings could be held in one of the smaller meeting rooms. Mr. Swan will see if this is possible.

15. Adjournment: Chandler Paquette made a motion to adjourn at 5:09pm. **Motion passed unanimously.**

Respectfully submitted,
Christine G. French
Recording Secretary

To watch the video of this meeting follow the link <https://youtu.be/KpMLLtFBXXU>