

# Woodstock Board of Selectmen Minutes

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Thursday, April 18, 2024  
6:00 pm  
Regular Meeting in Town Hall Room A

1. **Call to order:** Selectman Chan called meeting to order at 6:00 pm.
  - a. **Present:** Selectman Chandler Paquette & Selectwoman Kate McDonald
  - b. **Others Present:** Finance Director Karen Fitzpatrick, Woodstock Schools Business Manager Janice Thurlow, BOF Chair Michael Dougherty, Ray & Pam Morgan, Diane Miller, Jessica Weaver Boose and Recording Secretary Amy Monahan.
2. **Moment of Silence**
3. **Approval of Minutes from April 4, 2024 & April 10, 2024 Board of Selectmen Meetings**
  - a. April 4, 2024
    - i. Item 3.a should read "Pam Morgan asked who..."
    - ii. Item 7.h should read "Chandler Paquette offered his 1929 Ford AA pickup for the Board of Selectmen to use for the Memorial Day Parade."
  - b. April 10, 2024 to be approved after Correspondence & Announcements
    - i. No discussion
      1. Kate McDonald made a **\*Motion** to approve the Minutes from April 4, 2024 and April 10, 2024 Board of Selectmen Meeting as amended. **\*Seconded** by Chandler Paquette.  
**\*The motion passed unanimously.**
4. **Public Comments**
  - a. None
5. **Tax Rebates**
  - a. None
6. **ARPA Update**
  - a. Karen Fitzpatrick has distributed most recent ARPA progress report to the Board of Selectmen for review. Karen noted the following-
    - i. The Ambulance & Stretcher is listed as an up to dollar amount. The auditor would like it changed to contracted amounts at this time. This request would result in more than \$60,000 in surplus funds to be returned to the unassigned account.
    - ii. The Freightliner Dump Truck was purchased with a surplus amount of \$7,060.72 to be moved into the unassigned account.
    - iii. There is currently \$138,147.54 available for commitment that must be obligated before December 31, 2024.
    - iv. A new ARPA update was received today. Karen Fitzpatrick is hoping that it will clarify how to handle obligated funds for projects not completed (like the ambulance which would not be delivered to the Town of Woodstock before end of ARPA project timeframe).
    - v. WVFA is purchasing a tanker. If needed, the ambulance funds could be used for the tanker purchase to meet ARPA deadline for spending and then the WVFA would pay for the ambulance when it is available. This would be a dollar to dollar transfer of funds.

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## 7. Open Bids for Woodstock Elementary Feasibility Study

- a. There are 5 bids submitted
  - i. SP & Associates- 43,400
  - ii. Antinozzi Associates- 24,750
  - iii. Bureau Veritatus Technical Assessments LLC- 18,000
  - iv. Friar Architecture Inc- 57,800
  - v. Lerner-Ladds & Bartels DBA LLB Architects- 67,200
    - 1. Lowest bidder is required to be used because of ARPA requirements.
  - vi. Chandler Paquette made a **\*Motion** to approve the lowest bidder of Bureau Veritatus Technical Assessments LLC for \$18,000 pending the bid meets specs and contractor is properly insured.  
**\*Seconded** by Kate McDonald. **\*The motion passed unanimously.**
    - a. Janice Thurlow will review bid to ensure specs are met. If lowest bidder does not meet specs, the next lowest bid will be considered.

## 8. Trailer Permit Updates

- a. Mr. Higgins has been notified by certified mail that his trailer permit period has ended. He did respond that the trailer has been disconnected from the septic and is no longer a dependent trailer.
- b. A letter was sent by certified mail to Bennet's requesting them to attend this meeting with a status update if they wanted to extend their trailer permit for an additional year.

## 9. Correspondence and Announcements

- a. Chandler Paquette reviewed the process to determine a new First Selectmen. The current selectmen have 30 days to appoint someone to the First Selectmen Seat. They have started discussions about the position and are working to make a decision.
- b. The Quarry Road trash has been cleaned up by the person who dumped it. After investigation by several individuals, the source of the trash was found and after contact from the Town, the trash was removed.
- c. Budget surveys through end of April – online or town hall, libraries, post offices
- d. TEEG Mobile Market will be at the Town Hall on Tuesday, April 23, 2024 from 1:30 to 2:30 pm
- e. The State Police report the following in Woodstock for the month of March 2024
  - i. 5 Accidents
  - ii. 13 Investigations
  - iii. 1 Larceny
  - iv. 0 Burglary
  - v. 61 non-reported matters
  - vi. 0 DUI
  - vii. 0 Traffic Citation
  - viii. 1 Written Warning
- f. The Recreation Department has several upcoming programs and events including the Town Wide Clean Up, Line Dancing and several Youth Programs. Please visit the Recreation page for details at <https://www.woodstockct.gov/recreation-department/pages/recreation-programs>
- g. There was a preconstruction meeting for Peake Brook Road bridge project today. Work will begin April 29<sup>th</sup> and the road will be closed through August for construction.

## 10. Public Comments

- a. Kate McDonald noted that a request was made on social media about dealing with speeding traffic. Kate would like the speeding signs be moved to new locations. Chandler Paquette will talk with Jay Scranton to have them relocated.

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## 11. Adjournment

- a. Kate McDonald made a **\*Motion** to adjourn. **\*Seconded** by Chandler Paquette. **\*The motion passed unanimously**. The meeting adjourned at 6:29 pm.

\*Respectfully submitted by Amy Monahan, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the Board of Selectmen. Please refer to next month's meeting for approval/amendments.