

TOWN OF WOODFORD, VT
BOARD OF SELECTMEN'S MEETING

October 21, 2015 Draft

MEMBERS PRESENT: Ryan Thurber, Steve Wright, Mike Charette

ALSO PRESENT: Ed Shea, Betty Charette, John Dovitsky, Gail Rutkowski (treasurer), Bill Botzow, Susan Wright (clerk).

Ryan opened the meeting at 7:00pm.

1. General Public

Ryan thanked Bill for coming to the meeting. Bill stated that he wanted to stay in touch and had not been able to attend previous meetings

2. Approval of Minutes

Motion by Ryan to approve minutes for the September select board meeting, 2nd by Mike. All in favor, Motion Carried.

3. Treasurer's Report

A. Warrants

Gail presented the warrants for September for \$2760.72 for account #PR—9 (attached) and for \$5177.00 for acct #01 (general)(attached).

Motion by Ryan to approve the warrants as presented for the payroll acct, 2nd by Mike. Steve abstained from the time including Susan, Mike abstained from the time including Betty. All in favor, Motion Carried.

Motion by Ryan to approve the warrants as presented for the general fund, 2nd by Mike. Mike abstained from the line item including re-imbusement for smoke detectors. All in favor, Motion Carried.

B. Unpaid Bills

Gail presented the unpaid bills for October for \$6731.73(attached).

Discussion followed as to the fact that some of the unpaid bills were already included in the warrants and therefore already paid decreasing the amount to \$4592.04.

Motion by Ryan to pay unpaid bills based on the deduction of \$1779.69 making the balance \$4592.04, 2nd by Mike. Motion Carried.

Gail questioned a request from TD Bank for n authorized signature for a \$250,000 line of credit. The board instructed Gail to call TD Bank for more information concerning their request and if there are any more accounts in the Town of Woodford's name.

Steve asked Gail if she had received a bill for the roads. She said no she had not. Steve will call since the mowing had been completed but the grading still needed to be done.

Motion by Ryan to approve Ed's request for reimbursement for a gift to the secretary at the Benn office for all her help in putting Woodford's maps on a flash drive, 2nd by Mike, All in favor, Motion Carried.

4. Road Signs

Signs are still need for Woodford City Road and a no outlet sign for the end of Harbour Rd. Woodford City Road's sign needs to reflect that it is a private road. Steve will contact the supplier and take care of finding someone to install the signs.

5. Budget

Ryan stated that it was time to think about the budget. It's important that all depts. and committees get their requests in for their budget needs. There are a couple of large topics that will need to be looked at in depth such as improvements for Dunville Hollow Rd and development of parcel maps. Both the Planning Commission and the Listers recommend parcel maps. Now is the time to start getting estimates so money can be budgeted if this is what the town wishes to do. Discussion followed as to the pros and cons of having parcel maps. Ed volunteered to do more research on this and find out how other towns have accomplished this. He will also research the pros and cons

John stated that he understood that the town was suppose to set aside \$40 per parcel each year for re-appraisal. He was not sure of the exact dollar amount but will find out more information

Ryan stated that it would be nice to have the auditors participate in the town report. The format should remain the same to keep things simple and clear. Betty will create a checklist for the different aspects for the town report and each dept or committee's responsibility. This worked very well last year.

6. Discussion for Cemetery Committee

Ryan stated that this is on the agenda as per request from a previous meeting. There is still confusion on the expectations and responsibilities of the cemetery commission. The board would like the committee to attend the select board's next meeting. There have been financial questions in the past and the town needs to know how they are going to conduct their business moving forward in order to provide more transparency.

7. Other Business

Susan brought up the need to upgrade the large office printer so all computers in the office can connect to it. An estimate was received from the current company to upgrade the printer to wireless, scanning capabilities and color. The estimate was for \$3900.00. Gail informed everyone that it was a lease agreement. It was decided that Susan will call to find out how much it would be to upgrade the lease and how much it would be without the color upgrade.

Ryan reminded everyone that the town has until December 2nd to adopt and receive the Dept of Homeland Security Federal Emergency Mgmt Agency (FEMA) approval for floodplain measures to satisfy code 44 of the Federal Regulations so the town would qualify for the National Flood Insurance Program. The Planning Commission is holding their public hearing on Monday October 26, 2015. It was decided that depending on the results of that meeting and the Planning Commission approves the plan then the select board will hold their public meeting on Wed Nov. 18th.

Ryan also informed the board that he is working with FEMA on closing out the work done for Irene. The Harbour Rd bridge project needs more paperwork sent to the State specifically proof of payment to Craig Weaver who was the contractor for the project. Once this is done everything should be closed out pertaining to Irene.

Motion by Ryan to adjourn, 2nd by Mike. All in favor, Motion Carried. Meeting adjourned at 8:17pm - NEXT MEETING NOVEMBER 18TH, 2015 at 7 pm.

Susan Wright - Clerk

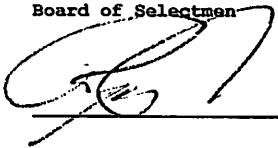

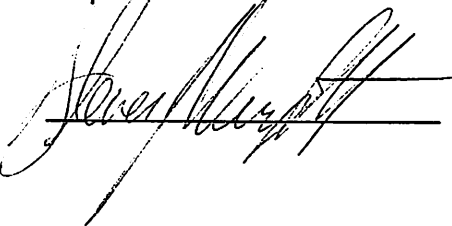
10/02/15
11:39 am

Town of Woodford Accounts Payable
Check Warrant Report # AP-9 Current Prior Next FY Invoices
For checks For Check Acct 01(GENERAL) 09/01/15 To 09/30/15

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
13	POSTMASTER	09032015 stamped envelopes	265.40	0.00	265.40	3387	09/03/15
13	POSTMASTER	091015 envelopes	18.80	0.00	18.80	3395	09/10/15
177	BCN TELECOMMUNICATIONS	21883627 phone	113.56	0.00	113.56	3396	09/10/15
55D	JOHN DOVITSKI	8/31/15 postage	7.95	0.00	7.95	3397	09/10/15
75	VIRGINIA ULITSCH	08/24/15 clerk/notary	20.40	0.00	20.40	3398	09/16/15
75	VIRGINIA ULITSCH	7/25 8/2/ 8/ audit	81.60	0.00	81.60	3398	09/16/15
SL	CATHERINE SLEE	7/25 8/2&7 auditing	81.60	0.00	81.60	3399	09/16/15
57	BETTY JEAN CHARETTE	7/22&25/2015 bca clerk	30.60	0.00	30.60	3402	09/16/15
- 133	BENNINGTON COUNTY SHERIFF'S DE	28259	918.00	0.00	918.00	3404	09/18/15
57	BETTY JEAN CHARETTE	9/17/15 selectboard clerk	17.85	0.00	17.85	3405	09/18/15
05	GMP GREEN MOUNTAIN POWER	09092015 electric	88.00	0.00	88.00	3406	09/18/15
55D	JOHN DOVITSKI	420267 cemetery mowing	270.00	0.00	270.00	3407	09/18/15
23	NEMRC	35000 consult	500.00	0.00	500.00	3408	09/18/15
09	THOMAS SWEET	83015 trash removal	49.00	0.00	49.00	3409	09/18/15
146	TOM DEPOLLO	4371 fire extinguisher inspect	30.00	0.00	30.00	3410	09/18/15
149	TOWN OF BENNINGTON	090815 benn transfer station	780.00	0.00	780.00	3411	09/18/15
UNCLE	UNCLE BOB'S SEPTIC	1378082915 septic pumping	235.00	0.00	235.00	3412	09/18/15
23	NEMRC	9/3/15 2015 tax forms	42.90	0.00	42.90	3413	09/18/15
57	BETTY JEAN CHARETTE	9/21/15 zba/clerk	20.40	0.00	20.40	3414	09/25/15
55D	JOHN DOVITSKI	420281 2015 contract	1500.00	0.00	1500.00	3415	09/25/15
245	MICHAEL CHARETTE	9/21/15 reimb.for smoke detector	105.94	0.00	105.94	3416	09/25/15
Report Total			5,177.00	0.00	5,177.00		

To the Treasurer of Town of Woodford, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****5,177.00
Let this be your order for the payments of these amounts.

Board of Selectmen


10-21-15

Mike Chant 10/21/15


10/14/15
10:21 am

Town of Woodford Payroll
Check Warrant Report #PR-9
Period end date 09/01/15 to 09/30/15

Page 1 of 2
Treasurer

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No										
CHARETTE, BETTY-JEAN	332.45	0.00	0.00	0.00	20.61	4.82	0.00	0.00	0.00	0.00	307.02	0.00	3388										
CHARETTE, BETTY-JEAN	30.60	0.00	0.00	0.00	1.90	0.44	0.00	0.00	0.00	0.00	28.26	0.00	3400										
CHARETTE, BETTY-JEAN	45.90	0.00	0.00	0.00	2.85	0.67	0.00	0.00	0.00	0.00	42.38	0.00	3401										
Total of 3 items for 30C											377.66	0.00											
KINNEY, JAMES R.	170.00	0.00	0.00	0.00	10.54	2.47	0.00	0.00	0.00	0.00	156.99	0.00	3393										
DOVITSKI, JOHN H.	163.20	0.00	0.00	0.00	10.12	2.37	0.00	0.00	0.00	0.00	150.71	0.00	3389										
DOVITSKI, LINDA S.	112.20	0.00	0.00	0.00	6.96	1.63	0.00	0.00	0.00	0.00	103.61	0.00	3390										
DOVITSKI, LINDA S.	178.50	0.00	0.00	0.00	11.07	2.59	0.00	0.00	0.00	0.00	164.84	0.00	3391										
Total of 2 items for DOVILI											268.45	0.00											
RUTKOWSKI, GAIL K.	1000.00	0.00	0.00	38.33	62.00	14.50	11.83	0.00	0.00	0.00	873.34	0.00	3394										
HARRINGTON, SANDRA D.	61.20	0.00	0.00	0.00	3.79	0.89	0.00	0.00	0.00	0.00	56.52	0.00	3392										
WRIGHT, SUSAN C.	666.67	0.00	0.00	47.50	41.33	9.67	15.83	0.00	0.00	0.00	552.34	0.00	3404										
											2760.72	0.00	0.00	85.83	171.17	40.05	27.66	0.00	0.00	0.00	2436.01	0.00	

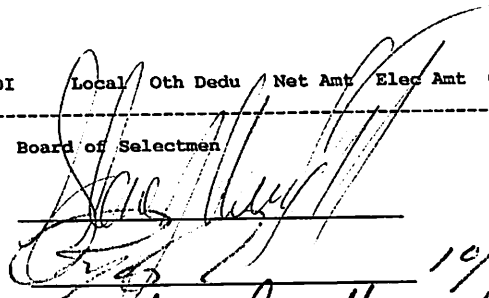
10/14/15
10:21 am

Town of Woodford Payroll
Check Warrant Report #PR-9
Period end date 09/01/15 to 09/30/15

Page 2 of 2
Treasurer

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No
----------	-------	---------	-----------	-----	------	------	-----	-----	-------	----------	---------	----------	----------

To the Treasurer of Town of Woodford
 we hereby certify that there is due to the several persons whose
 names are listed hereon the sum against each name and that
 there are good and sufficient vouchers supporting the payments
 aggregating \$ ***2,436.01
 Let this be your order for the payments of these amounts.

Board of Selectmen

 10/21/15
 Make Chouette 10/21/15