

TOWN OF WOODFORD, VT  
BOARD OF SELECTMEN'S MEETING

March 16, 2016

MEMBERS PRESENT: Ryan Thurber, Mike Charette, Steve Wright

ALSO PRESENT: Gail Rutkowski (treasurer), Susan Wright (clerk), Betty Charette, Ed Shea, Mark Latzky

Susan called the meeting to order at 7:00pm.

1. CHANGES TO THE AGENDA

No changes made

2. GENERAL PUBLIC

No comments from the general public

3. Re-organization

Motion by Mike to nominate Ryan Thurber as select board chair, 2<sup>nd</sup> by Steve. All in favor, Motion Carried.

Motion by Mike to nominate Steve as road commissioner, 2<sup>nd</sup> by Ryan. All in favor, Motion Carried.

Motion by Ryan to nominate Mike as vice chair, 2<sup>nd</sup> by Steve. All in favor, Motion Carried.

Motion by Steve to re-appoint all pertinent positions as held previously. 2<sup>nd</sup> by Mike. Discussion followed concerning the BCRC representatives. The town has two representatives to BCRC. One representative has not been fulfilling this appointment. The board decided that this position will not be re-appointed but will be treated as a vacant position. All opposed. Motion Denied.

Motion by Mike to re-appoint all previous appointees with the exception of the representatives to the BCRC, 2<sup>nd</sup> by Ryan. All in favor, Motion Carried.

Motion by Mike to appoint Ed Shea as a representative to the BCRC, 2<sup>nd</sup> by Ryan. All in favor, Motion Carried.

Ryan will notify Chris Cranston that he has not been re-appointed as representative to BCRC.

It was agreed that item #8 will be heard as item #4

4. MARK LATZKY REQUEST FOR PUBLIC EVENTS AT PROSPECT

Mark addressed the board as the representative for Vermont Family Festivals. This organization is interested in promoting events at Prospect Mtn. He currently has contacted abutting landowners, emergency services and onsite septic. Vendors will also be on site and in compliance with the State of Vt. They will also have their own crews for sanitation, parking, street crossing and first aid and are working on other necessary aspects (attached).

Discussion followed addressing concerns landowners may have concerning these events. Some concerns addressed were the blocking of right of ways, noise level, hours of operation. Mark stated that they will comply with any bylaws or rules and regulations the Town may have in place. The board and the public discussed more concerns and solutions were offered. A statement was made that the first time this organization is present will determine the success and the ability to continue in following years.

It was re-emphasized that the abutting landowners are the ones Vermont Family Festivals need to be in agreement with. Conflicts need to be resolved in a respectful manner. Everyone was in agreement that events like this would be very good for Woodford.

#### 5. APPROVAL OF FEBRUARY'S MINUTES

Motion by Ryan to approve the minutes as presented, 2<sup>nd</sup> by Mike. Discussion followed addressing the policy the board had created in last month's meeting. The policy needs to be drafted and become part of the Town's policies and procedures book. All agreed. All in favor, Motion Carried.

#### 6. APPROVAL OF TOWN MEETING MINUTES

Motion by Ryan to approve the Town meeting minutes, 2<sup>nd</sup> by Mike. Discussion followed as to actually sign approval of the minutes. It was determined that at least one select board member and the moderator needed to sign approval of the minutes. The moderator has already verbally approved and Susan will ensure he gives written approval. All in favor, Motion Carried.

#### 7. TREASURER'S REPORT

##### A. Warrants

*Gail presented the warrants for February.*

*Ryan stated that Steve will need to abstain from Susan's re-imbusement.*

Motion by Ryan to approve the general acct AP-2 for \$2144.64 (attached) as presented, 2<sup>nd</sup> by Mike. All in favor, Motion Carried. Steve abstained from Susan's item.

Motion by Ryan to approve the warrants for PR-2 for \$5444.08 (attached), 2<sup>nd</sup> by Mike. Mike abstained from Betty's salary. Steve abstained from Susan's salary. All in favor, Motion Carried.

##### B. Outstanding Bills

*Gail presented the outstanding bills for February for \$4654.32 (attached).*

*Ryan stated that Steve and Mike will need to abstain from their own and Steve will need to abstain from Susan's.*

Motion by Ryan to approve the outstanding bills for \$4654.32 as presented, 2<sup>nd</sup> by Mike. All in favor, Motion Carried. Steve and Mike abstained respectively.

#### 8. PUBLIC COMMENT

*No comment from the public.*

#### 9. RUTLAND TOWN RESOLUTION- RENEWABLE ENERGY

*The board discussed the resolution request from Rutland. The board agreed that if Woodford was interested in adopting this resolution then it should come from the residents of Woodford to the board. No Action Taken.*

#### 10. OTHER BUSINESS

*A. Susan reviewed the election results and what positions still remain vacant. The vacant positions are:*

*Cemetery Commission- 2 positions, Town Agent, BCRC Representative*

Ryan requested that these positions need to be advertised. Susan will follow up on this request.

B. Ryan requested that Gail set up a meeting With Brenda for the Fema audit. Gail will plan on setting it up for April 14<sup>th</sup>.

C. Gail informed the board that she tried to go on line to review the payments being sent to the highway account but was not successful. She received no response when she called the State for assistance. Ryan instructed Gail to inform Bill Botzow when this happens and he will follow up on it

D. Ryan stated Jason Morrissey is working on the pamphlet for zoning violations as a result of his and James Kinney's meeting with him. It seems necessary at this time to remind residents that in order to utilize the Town's attorney you must have prior permission from a board member and then make an appointment with him to address any issues.

E. The State sent a notice to the Town concerning bridge #18 and the work being done on it. There did not seem to an issue with traffic flow but they will be invited to the next meeting to discuss further.

F. The board reviewed a notice from the Agency of Natural Resource (ANR). The notification was to inform the Town of changes to ANR's Payment in Lieu of Taxes (pilot) legislation for ANR lands.

Motion by Ryan to adjourn, 2<sup>nd</sup> by Mike. All in favor, Motion Carried.

Meeting adjourned at 8:35pm - NEXT MEETING APRIL 20, 2016 at 7 pm.

Susan Wright - Clerk



**Events & Festival Production**  
**PO Box 888 • Killington, VT 05751**  
**802-558-6155**

**Proposal for Summer Events at Prospect Mountain**

I'm Marc Latzky and my company is Vermont Family Festivals. It is a partnership of producers, promoters, stage builders, and festival functionaries. It is our goal to bring outdoor, family entertainment to Prospect Mountain, and with that, more people to the region. We have many years of experience in festival and event production in the Rutland region, and are ready to expand to Woodford and Prospect Mountain. We are interested in compliance, safety and success, so we are requesting your approval and assistance in making these events a reality for this summer season, and many seasons to come.

**What we have:**

1. Contract with property owner.
2. Contact with 1 adjoining property.
3. Contact with local emergency services.
4. Contact with Uncle Bob's Septic for 10 Gotta Gos.
5. Experience with State of Vermont Vendor compliance
6. Crews for on-site sanitation, parking, street crossing, and first aid.
7. Attendance will be below 1,999. No Vermont State permits needed.

**What we need to do:**

1. Contact local Law Enforcement.
2. Purchase Insurance.
3. Establish a sound shutdown deadline.
4. Approval from Select Board.

**What we need from you:**

1. Suggestions for working with the local community.
2. Any questions you may have.
3. Your support for Prospect Mountain and the events we are bringing to Woodford.

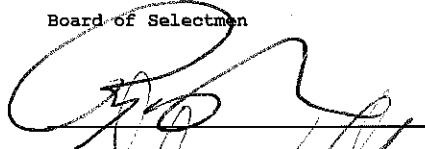
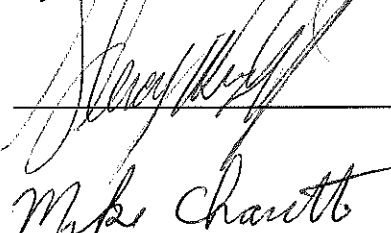


Town of Woodford Accounts Payable  
Check Warrant Report # AP-2 Current Prior Next FY Invoices  
For checks For Check Acct 01(GENERAL) 02/01/16 To 02/29/16

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
32	GIFT GARDEN	000113 flowers/burnham	58.00	0.00	58.00	3526	02/02/16
177	BCN TELECOMMUNICATIONS	21975218 phone	109.85	0.00	109.85	3530	02/11/16
62	BENNINGTON COUNTY REGIONAL COM	SWIP15Q#1 53.14	53.14	0.00	53.14	3532	02/18/16
62	BENNINGTON COUNTY REGIONAL COM	SWIP15Q#2 152.70	152.70	0.00	152.70	3532	02/18/16
133	BENNINGTON COUNTY SHERIFF'S DE	28647 patrolling jan.1-31,2016	841.50	0.00	841.50	3533	02/18/16
05	GMP GREEN MOUNTAIN POWER	020816 electric	140.35	0.00	140.35	3534	02/18/16
222	HL PROPANE	02022016 fuel	286.07	0.00	286.07	3535	02/18/16
55	RONALD HIGGINS	2016-127 consult/woodford town re	162.50	0.00	162.50	3536	02/18/16
247	SENECA DATA	81616156 oki toner	70.00	0.00	70.00	3537	02/18/16
158	STAPLES	76996 supplies	43.47	0.00	43.47	3538	02/18/16
206	SUSAN WRIGHT	01/16/2016 reimbursement/flowers	42.39	0.00	42.39	3539	02/18/16
206	SUSAN WRIGHT	12/19/2015 reimbursement/cert.mail	6.74	0.00	6.74	3539	02/18/16
149	TOWN OF BENNINGTON	7132 hazmat/oct. 2015	177.93	0.00	177.93	3540	02/18/16
Report Total			2,144.64	0.00	2,144.64		

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 \$ \*\*\*\*\*2,144.64  
Let this be your order for the payments of these amounts.

Board of Selectmen

  
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Employee	Gross	Fringes Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No	
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CHARETTE, BETTY-JEAN	1086.30	0.00	0.00	67.35	15.75	0.00	0.00	0.00	0.00	1003.20	0.00	3519	
CHARETTE, BETTY-JEAN	510.00	0.00	0.00	31.62	7.40	0.00	0.00	0.00	0.00	470.98	0.00	3531	
Total of 2 items for 30C										1474.18	0.00		
KINNEY, JAMES R.	1480.38	0.00	0.00	68.42	21.47	25.04	0.00	0.00	0.00	1273.67	0.00	3527	
KINNEY, JAMES R.	46.23	0.00	0.00	2.87	0.67	0.00	0.00	0.00	0.00	42.69	0.00	3529	
KINNEY, JAMES R.	170.00	0.00	0.00	10.54	2.47	0.00	0.00	0.00	0.00	156.99	0.00	3521	
Total of 3 items for 77K										1473.35	0.00		
SLEE, CATHERINE	178.50	0.00	0.00	1.41	11.07	2.59	0.88	0.00	0.00	162.55	0.00	3528	
RUTKOWSKI, GAIL K.	1000.00	0.00	0.00	38.75	62.00	14.50	11.83	0.00	0.00	872.92	0.00	3522	
HARRINGTON, SANDRA D.	56.10	0.00	0.00	0.00	3.48	0.81	0.00	0.00	0.00	51.81	0.00	3520	
ULITSCH, VIRGINIA	178.50	0.00	0.00	0.00	11.07	2.59	0.00	0.00	0.00	164.84	0.00	3524	
ULITSCH, VIRGINIA	71.40	0.00	0.00	4.43	1.04	0.00	0.00	0.00	0.00	65.93	0.00	3525	
Total of 2 items for U966										230.77	0.00		
WRIGHT, SUSAN C.	666.67	0.00	0.00	47.92	41.33	9.67	15.83	0.00	0.00	551.92	0.00	3523	
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Employee	Gross	Fringes Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No
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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 \$ \*\*\*4,817.50  
Let this be your order for the payments of these amounts.

Board of Selectmen

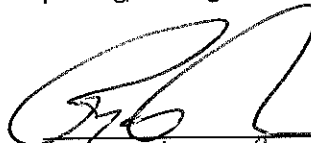
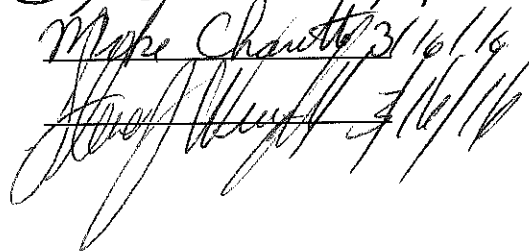
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# TOWN OF WOODFORD OUTSTANDING BILLS

3/16/2016

VENDOR	PURPOSE	AMOUNT	ACCOUNT	CHECK #
BCN	phone	\$ 105.38	general	
Bennington Cty. Sheriff's Dept	patrolling Feb. 02-29, 2016	\$ 956.25	general	
Mike Charette	reimbursement/food/election	\$ 126.00	general	
IDS	dog tags	\$ 71.04	general	
HL Propane	fuel	\$ 331.85	general	
green mountain power	electric	\$ 137.40	general	
hannah graphics inc.	ballots	\$ 290.00	general	
mike charette	bca election work	\$ 147.50	general	
charlene foster	bca election work	\$ 30.60	general	
steven wright	bca election work	\$ 20.40	general	
Repeat Business	maintenance contract/copier	\$ 480.00	general	
Staples	supplies/office/election	\$ 216.02	general	
Susan Wright	reimbursement/food/election	\$ 10.38	general	
Unicorn Computer	service call/listers laptop	\$ 42.50	general	
Dwyer's Four Seasons	plowing/sanding	\$ 1,689.00	highway	
		\$ 4,654.32		

SELECTMEN:

  
 3/16/16  
  
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