

TOWN OF WOODFORD, VT  
BOARD OF SELECTMEN'S MEETING

February 17, 2016

MEMBERS PRESENT: Ryan Thurber, Mike Charette, Steve Wright

ALSO PRESENT: Gail Rutkowski (treasurer), Susan Wright (clerk).

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

1. CHANGES TO THE AGENDA

No changes made

2. GENERAL PUBLIC

No general public

3. APPROVAL OF MINUTES.

Motion by Ryan to approve the draft minutes for January's meeting as posted, 2<sup>nd</sup> by Mike. All in favor, Motion Carried.

4. TREASURER'S REPORT

A. Outstanding Bills

Gail presented the outstanding bills for January for \$7174.14 (attached).

Ryan stated that the SWIP bills were not being sent to right place. Gail responded that this has been corrected and in the future it will be sent correctly. The current outstanding bills reflect the SWIP payments owed.

There was a question concerning the hourly rate of pay submitted by Ron Higgins for services for computer programming for treasurer reports in comparison to the agreed upon hourly rate of \$10.20 for other town employees. Gail explained that NEMRC would have charged a much higher rate to do the same thing. The board agreed they had no problem paying the bill but that they needed to be informed the rate would be higher than the normal rate.

Ryan stated that Steve will need to abstain from two items listed for Susan.

Motion by Ryan to approve the outstanding bills for \$7174.14 as presented, 2<sup>nd</sup> by Mike. All in favor, Motion Carried. Steve abstained from the two items.

B. Warrants

Gail presented the warrants for January.

Ryan stated that Mike will need to abstain from Betty's salary and Steve will need to abstain from Susan's salary;

Motion by Ryan to approve the warrants for Payroll-10 for \$3467.15 (attached), 2<sup>nd</sup> by Mike. Mike abstained from Betty's salary. Steve abstained from Susan's salary. All in favor, Motion Carried.

Motion by Ryan to approve the warrants for General Fund-01 for \$8643.69 (attached), 2<sup>nd</sup> by Steve. Ryan stated that Mike will have to abstain from 1 item. All in favor, Motion Carried. Mike abstained from his item.

Motion by Ryan to approve the warrants for the highway fund for \$3467.35(attached). 2<sup>nd</sup> by Mike. All in favor, Motion Carried.

Motion by Ryan to approve the warrant for the tax account for the final payment for the school for \$77,100.53 (attached), 2<sup>nd</sup> by Mike. All in Favor, Motion Carried.

## 5. CERTIFICATE OF MILEAGE

Ryan strongly suggested that the town needs to get GIS mapping done for the town trails. It is very important to get these roads mapped out to ensure they are not discontinued resulting in the town losing authority over them. The town does not get any reimbursement from the State for town trails, only roads and highways. A suggestion was made to put signage up directly from the Town and to put money aside to complete the mapping.

## 6. ARTICLE DISCUSSION

There has been no feedback concerning the articles. Discussion followed as to when salaries will take effect. In the past they were retroactive to January since the Town's fiscal year is Jan thru Dec. However, since salaries were voted on in March, the decision was made that it made more sense to have salary changes reflect from March to March of the following year. The board decided to make salary changes effective in March each year and to institute a policy stating this.

Motion by Steve to approve a policy to have all salary changes approved at Town meeting to become effective March 1<sup>st</sup> of that year until March 1<sup>st</sup> of the following year, 2<sup>nd</sup> by Ryan. All in favor, Motion Carried.

## 7. OTHER BUSINESS

A. Ryan informed the board that he was contacted by RJ Joly from the Bennington's maintenance dept, requesting Woodford's participation in the resurfacing of upper Burgess Rd and Gore Rd. The estimate for Woodford's portion would be around \$12,000. Since Woodford's budget has already been finalized and this would be a significant amount, it was suggested that perhaps the town could suggest a good faith agreement and budget the money in next year's budget. Working with Bennington would save the town a substantial amount of money. No action was taken.

B. Ryan expressed concerns about a situation developing at Woodford Lake Estates area. Andrew Kowalski owns property at the head waters of WLE. He currently has 3 violations: Using an excavator digging and trenching in Woodford Lake, Installation of a septic system without a permit, Creating a road without a curb cut onto RT 9. Assistance from the State has been requested. At this point it is necessary for the ZA and the town's attorney to draft a legal document that can be used for enforcement and fines not only for this situation but for others in the future. Allowing violations to happen without penalties is not fair to the people who do follow regulations and do things the right way. All were in agreement.

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

Meeting adjourned at 8:00pm - NEXT MEETING MARCH 16<sup>TH</sup> at 7 pm.

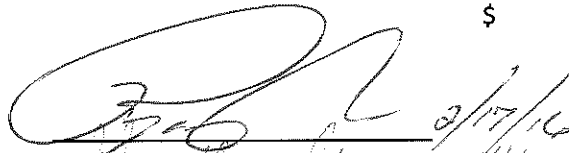
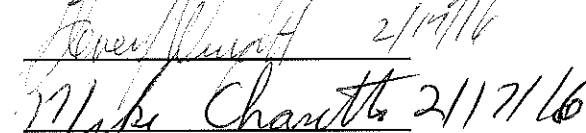
Susan Wright - Clerk

# TOWN OF WOODFORD OUTSTANDING BILLS

2/17/2016

VENDOR	PURPOSE	AMOUNT	ACCOUNT	CHECK #
Bennington Cty. Sheriffis Dept	Patroling Jan.01-31, 2016	\$ 841.50	general	
BCN	phone	\$ 109.85	general	
BCRC	SWIP 2015 Quarter 1	\$ 53.14	general	
BCRC	SWIP 2015 Quarter 2	\$ 152.70	general	
GMP	Electric	\$ 140.35	general	
Ron Higgins Consulting Co.	Consult/Computer/Town report	\$ 162.50	general	
HL Propane Co	Fuel	\$ 286.07	general	
Seneca	toner	\$ 70.00	general	
Staples	office supplies	\$ 43.47	general	
The Gift Garden	flowers/Dr. Burnham	\$ 58.00	general	
Susan Wright	reimbursement/Flowers			
	Dorothy Davis	\$ 42.39	general	
Susan Wright	Zoning/certified mail	\$ 6.74	general	
Town of Bennington	Hazmat	\$ 177.93	general	
Dwyer's Four Seasons	Plowing/Sanding jan 13,16,17&18	\$ 2,239.50	highway	
Dwyer's Four Seasons	plowing/Sanding jan 29 & 30			
	feb 9,11,12	2,790.00	highway	
		\$ 7,174.14		

SELECTMEN:

  
Robert Wright 2/17/16  
  
Mike Charrette 2/17/16

02/01/16  
09:50 am

Town of Woodford Payroll  
Check Warrant Report #PR-1  
Period end date 01/01/16 to 01/31/16

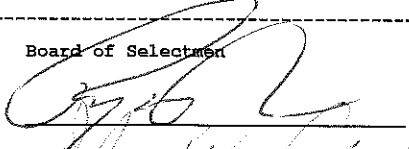
Page 1 of 2  
Treasurer

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No						
CHARETTE, BETTY-JEAN	558.45	0.00	0.00	0.00	34.62	8.10	0.00	0.00	0.00	0.00	515.73	0.00	3501						
CHARETTE, BETTY-JEAN	10.20	0.00	0.00	0.00	0.63	0.15	0.00	0.00	0.00	0.00	9.42	0.00	3507						
CHARETTE, BETTY-JEAN	27.00	0.00	0.00	0.00	1.67	0.39	0.00	0.00	0.00	0.00	24.94	0.00	3510						
Total of 3 items for 30C											550.09	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	3503						
KINNEY, JAMES R.	948.13	0.00	0.00	15.20	58.78	13.75	6.15	0.00	0.00	0.00	854.25	0.00	3508						
Total of 2 items for 77K											1011.24	0.00							
RUTKOWSKI, GAIL K.	1000.00	0.00	0.00	38.75	62.00	14.50	11.83	0.00	0.00	0.00	872.92	0.00	3504						
HARRINGTON, SANDRA D.	56.10	0.00	0.00	0.00	3.48	0.81	0.00	0.00	0.00	0.00	51.81	0.00	3502						
ULITSCH, VIRGINIA	30.60	0.00	0.00	0.00	1.90	0.44	0.00	0.00	0.00	0.00	28.26	0.00	3509						
WRIGHT, SUSAN C.	666.67	0.00	0.00	47.92	41.33	9.67	15.83	0.00	0.00	0.00	551.92	0.00	3505						
											3467.15	0.00							
											101.87	214.95	50.28	33.81	0.00	0.00	3066.24	0.00	

02/01/16  
09:50 am

Town of Woodford Payroll  
Check Warrant Report #PR-1  
Period end date 01/01/16 to 01/31/16

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 \$ ***3,066.24													
Let this be your order for the payments of these amounts.													
										Board of Selectmen			
													
										Approved 2/17/16			
										Mike Charvitt 2/17/16			

02/10/16  
10:50 am

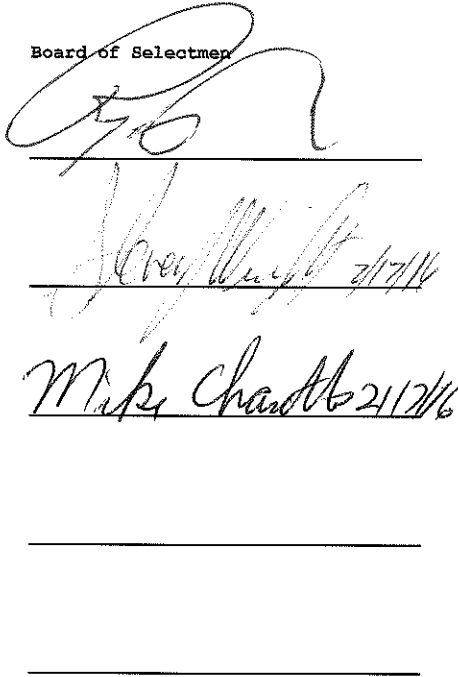
Town of Woodford Accounts Payable  
Check Warrant Report # AP-1 Current Prior Next FY Invoices  
For checks For Check Acct 01(GENERAL) 01/01/16 To 01/31/16

Page 1  
Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
13	POSTMASTER	01082016 stamps	49.00	0.00	49.00	3506	01/08/16
177	BCN TELECOMMUNICATIONS	21956248 phone	105.66	0.00	105.66	3511	01/14/16
41	VERMONT LEAGUE OF CITIES & TOW	01/01/16 insurance	5358.00	0.00	5358.00	3512	01/14/16
133	BENNINGTON COUNTY SHERIFF'S DE	28567 patrolling dec 01-31-15	854.25	0.00	854.25	3513	01/26/16
05	GMP GREEN MOUNTAIN POWER	01/08/16 electric	119.04	0.00	119.04	3514	01/26/16
245	MICHAEL CHARETTE	273163782842 reimbursement/phone	63.75	0.00	63.75	3515	01/26/16
23	NEMRC	35950 consult	812.50	0.00	812.50	3516	01/26/16
23	NEMRC	35955 consult	500.00	0.00	500.00	3516	01/26/16
03	NEW ENGLAND NEWSPAPERS	1215125095 als public notices	39.30	0.00	39.30	3517	01/26/16
158	STAPLES	72326 office supplies	109.86	0.00	109.86	3518	01/26/16
19	BANK NORTH	PR-01/08/16 Payroll Transfer	461.71	0.00	461.71	20160131	01/31/16
19	BANK NORTH	PR-01/12/16 Payroll Transfer	166.50	0.00	166.50	20160131	01/31/16
19	BANK NORTH	PR-01/12/16A Payroll Transfer	4.12	0.00	4.12	20160131	01/31/16
Report Total			8,643.69	0.00	8,643.69		

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 \$ \*\*\*\*\*8,643.69  
Let this be your order for the payments of these amounts.

Board of Selectmen



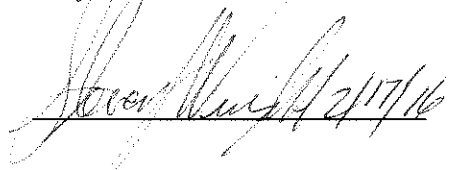
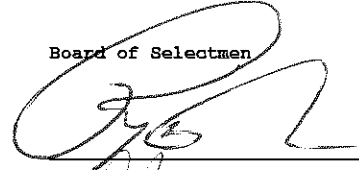
Handwritten signatures of Board of Selectmen members, including a signature dated 2/17/16 and another dated 2/12/16.

Town of Woodford Accounts Payable  
Check Warrant Report # HW-1 Current Prior Next FY Invoices  
For checks For Check Acct 03(HIGHWAY) 01/01/2016 To 01/31/2016

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
H100	DWYER'S 4 SEASONS	849 plowing/12/29/15	919.50	0.00	919.50	935	01/27/16
JEB120	JEB, INC.	25340 mowing/grading/2015	2375.00	0.00	2375.00	936	01/27/16
240	VOSS SIGNS	182959/18296 3 street signs	172.85	0.00	172.85	937	01/27/16
Report Total			3,467.35	0.00	3,467.35		

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 \$ \*\*\*\*\*3,467.35  
Let this be your order for the payments of these amounts.

Board of Selectmen



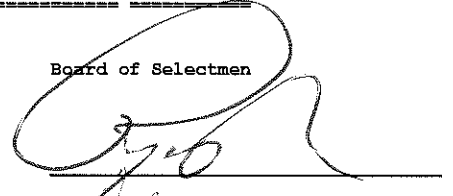
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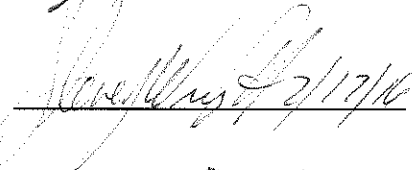
Town of Woodford Accounts Payable  
Check Warrant Report # TX-1 Current Prior Next FY Invoices  
For checks For Check Acct 08 (GENERAL) 01/01/2016 To 01/31/2016

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
W175	WOODFORD HOLLOW SCHOOL 01072015	balance of 2015 taxes	29400.64	0.00	29400.64	1158	01/07/16
06	MOUNT ANTHONY UNION HIGH SCHOO 01072016	balance of 2015 taxes	47699.89	0.00	47699.89	1159	01/07/16
Report Total			77,100.53	0.00	77,100.53		

Board of Selectmen



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 \$ \*\*\*\*77,100.53  
Let this be your order for the payments of these amounts.



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