

TOWN OF WOODFORD, VT
BOARD OF SELECTMEN'S MEETING

April 18, 2018 - Unapproved

MEMBERS PRESENT: Steve Wright, Mike Charette

ABSENT: Ryan Thurber

ALSO PRESENT: Gail Rutkowski (treasurer), Susan Wright (clerk), Betty Charette, Joseph Rutkowski and John Dovitski

1. Mike called the meeting to order at 7:00pm.

2. AGENDA ADJUSTMENTS

No agenda adjustments

3. PUBLIC COMMENTS

No public comments.

4. MOWING CONTRACTS: TOWN HALL AND CEMETERY

John presented the contract from Mountain Top Service for the Woodford Cemetery. The contract was for \$2800 for the summer lawn mowing and trimming. It was noted that the amount is that same as last year's. Also presented was the contract for the Woodford Town Hall. The contract was for \$1300 for the summer lawn mowing and trimming. This also is the same amount as last year.

Motion was made by Mike to approve the contracts for \$2800 (attached) for the Woodford Cemetery and \$1300 (attached) for the Town Hall as presented, 2nd by Steve. No discussion; all in favor, **Motion Carried.**

5. APPROVAL OF MARCH'S MINUTES

Motion made by Steve to approve March's minutes as posted, 2nd by Mike. No discussion; all in favor, **Motion Carried.**

Susan presented the minutes from March meeting. Dick Frantz, as moderator, had previously approved them but at least two people need to approve.

Motion by Mike to approve March meeting minutes from 3/5/2018, 2nd by Steve. No discussion; all in favor, **Motion Carried.**

6. TREASURER'S REPORT

A. Outstanding Bills

Gail presented the outstanding bills for April.

Mike asked how the town stands with the Highway budget considering the demands from the winter and the current bills stated on the outstanding bills. Gail responded that all was fine.

Motion made by Mike to approve the outstanding bills as presented for \$11,264.75 (attached), 2nd by Steve. No discussion; all in favor, **Motion Carried.**

B. Warrants

Gail presented the warrants for March.

Motion made by Mike to approve the Payroll Account PR-3 warrant for \$4787.11 (attached) as presented, 2nd by Steve. Steve abstained from Susan's and his own payroll and Mike abstained from Betty's appropriately. Ryan will review and approve at the next meeting. No Discussion; all in favor, **Motion Carried.**

Motion made by Mike to approve the General Account AP-3 warrant for \$1124.12 (attached) as presented, 2nd by Steve. No discussion; all in favor, **Motion Carried.**

7. OTHER BUSINESS

The select board received a copy of the finalized audit. Mike stated that the board would review this at the next meeting.

No other business

7. EXECUTIVE SESSION

No executive session needed.

Motion made by Mike to adjourn, 2nd by Steve. No discussion; all in favor, **Motion Carried.**

Meeting adjourned at 7:25pm - NEXT MEETING MAY 16, 2018 at 7 pm. at the Woodford Town Office.

Susan Wright - Clerk

Mountain Top Service



488 Beach Road

Woodford, VT 05201

jdovitski@myfairpoint.net

Contract for Woodford Cemetery 2018 Season

Date: 4/18/18

Property Location: Woodford Cemetery

Service Begins: Spring (May 2018)

Service Ends: Fall (October 2018)


Service Provided: Lawn Mowing and Trimming

Frequency of Service: Bi- Weekly

Terms of Payment: Monthly/ Payments @\$140.00 each time we Mow and Trim


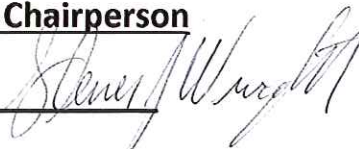
Approx 20 weeks x\$140.00 = Total Season \$2800.00

Name of Owner: John Dovitski

Approved by Owner: 

Name of Customer: Woodford Cemetery Community

Ryan Thurber- Selectmen Maureen O'Neil- Chairperson

Approved by Customer:  

Special Notes: Any Extra Services will be added to the Monthly Bill



Mountain Top Service



488 Beach Road

Woodford, VT 05201

jdovitski@myfairpoint.net

Contract for Woodford Town Hall 2018 Season

Date: 4/18/18

Property Location: Woodford Town Hall

Service Begins: Spring (May 2018)

Service Ends: Fall (October 2018)

Service Provided: Lawn Mowing and Trimming

Frequency of Service: Bi- Weekly

Terms of Payment: Total Season \$1300.00

Name of Owner: John Dovitski

Approved by Owner: 

Name of Customer: Woodford Town Hall

Select Board: Ryan Thurber, Steven Wright, Mike Charette

Approved by Customer: 

Special Notes: Any Extra Services will be added to the Monthly Bill

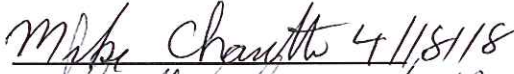



TOWN OF WOODFORD OUTSTANDING BILLS

4/18/2018

VENDOR	PURPOSE	AMOUNT	ACCOUNT	CHECK #
BCN	phone	\$ 113.18	general	
			general	
Bennington Cty. Sheriffs Dept.	March patrols	\$ 983.02	general	
Green Mountain Power	electric	\$ 181.12	general	
Glenn Thurber	reimbursement/hotel (paid)	\$ 75.90	general	
Glenn Thurber	reimbursement/mileage	\$ 100.28	general	
Green Up Vermont	Green up Day/Bags/Posters	\$ 50.00	general	
APEX Software	Maintenance Renewal/Listers	\$ 215.00	general	
Gail Rutkowski	Feb/March banking mileage	\$ 17.44	general	
Staples	Office supplies/tablet for listers	\$ 446.41	general	
Repeat Business	annual copier contract	\$ 414.00	general	
Vermont State Treasurer	Marriage licenses	\$ 100.00	general	
Vt. Correctional Industries	index land record cards	\$ 11.60	general	
Suburban Propane	fuel/461.3 gallons	\$ 926.75	general	
Susan Wright	bottled water/reimbursement	\$ 26.05	general	
Dwyer's	Feb & March plowing	\$ 5,604.00	Highway	
	work on harbor/notch roads	\$ 2,000.00	Highway	
		\$ 11,264.75		

SELECTMEN:


Mike Chavitt 4/18/18

Steve Wright 4/18/2018

03/29/18
02:12 pm

Town of Woodford Payroll
Check Warrant Report #PR-3
Period end date 03/01/18 to 03/31/18

Mike Charitt 4/18/18
Steven West 4/18/18

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

WRIGHT, STEVEN													
15.75	0.00	0.00	0.00	0.98	0.23	0.00	0.00	0.00	0.00	0.00	14.54	0.00	4157
THURBER, RYAN M.													
15.75	0.00	0.00	0.00	0.98	0.23	0.00	0.00	0.00	0.00	0.00	14.54	0.00	4155
CHARETTE, BETTY-JEAN													
195.65	0.00	0.00	10.00	12.13	2.84	0.00	0.00	0.00	0.00	0.00	170.68	0.00	4162
CHARETTE, BETTY-JEAN													
141.75	0.00	0.00	10.00	8.79	2.06	0.00	0.00	0.00	0.00	0.00	120.90	0.00	4152
Total of 2 items for 30C											291.58	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	0.00	156.99	0.00	4147
KINNEY, JAMES R.													
383.94	0.00	0.00	0.00	23.80	5.57	0.00	0.00	0.00	0.00	0.00	354.57	0.00	4168
Total of 2 items for 77K											511.56	0.00	
DOVITSKI, JOHN H.													
68.25	0.00	0.00	10.00	4.23	0.99	0.00	0.00	0.00	0.00	0.00	53.03	0.00	4144
DOVITSKI, JOHN H.													
164.15	0.00	0.00	10.00	10.18	2.38	0.00	0.00	0.00	0.00	0.00	141.59	0.00	4163
Total of 2 items for DOVIJO											194.62	0.00	
DOVITSKI, LINDA S.													
126.00	0.00	0.00	10.00	7.81	1.83	0.00	0.00	0.00	0.00	0.00	106.36	0.00	4145
RUTKOWSKI, GAIL K.													
1000.00	0.00	0.00	88.75	62.00	14.50	11.83	0.00	0.00	0.00	0.00	822.92	0.00	4148
GAHAN, PAMELA J.													
126.00	0.00	0.00	0.00	7.81	1.83	0.00	0.00	0.00	0.00	0.00	116.36	0.00	4169
GAHAN, PAMELA J.													
141.75	0.00	0.00	0.00	8.79	2.06	0.00	0.00	0.00	0.00	0.00	130.90	0.00	4154
Total of 2 items for PJG											247.26	0.00	
HARRINGTON, SANDRA D.													
80.00	0.00	0.00	0.00	4.96	1.16	0.00	0.00	0.00	0.00	0.00	73.88	0.00	4146
SHEA, ED F.													
164.15	0.00	0.00	0.00	10.18	2.38	0.00	0.00	0.00	0.00	0.00	151.59	0.00	4164
SUSS, CHARLES H.													
164.15	0.00	0.00	0.00	10.18	2.38	0.00	0.00	0.00	0.00	0.00	151.59	0.00	4165
THURBER, GLENN G.													
68.25	0.00	0.00	0.00	4.23	0.99	0.00	0.00	0.00	0.00	0.00	63.03	0.00	4151
ULITSCH, VIRGINIA													
141.75	0.00	0.00	0.00	8.79	2.06	0.00	0.00	0.00	0.00	0.00	130.90	0.00	4156
WRIGHT, SUSAN C.													
414.00	0.00	0.00	10.57	25.67	6.00	6.86	0.00	0.00	0.00	0.00	364.90	0.00	4167
WRIGHT, SUSAN C.													
1041.67	0.00	0.00	73.33	64.58	15.10	29.14	0.00	0.00	0.00	0.00	859.52	0.00	4149
WRIGHT, SUSAN C.													
164.15	0.00	0.00	0.00	10.18	2.38	0.00	0.00	0.00	0.00	0.00	151.59	0.00	4166
Total of 3 items for WRIGHT											1376.01	0.00	

4787.11	0.00	0.00	222.65	296.81	69.44	47.83	0.00	0.00	0.00	0.00	4150.38	0.00	
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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 \$ ***4,150.38
Let this be your order for the payments of these amounts.

Board of Selectmen

Mary Chantle 4/18/18
Steven [unclear] 4/19/2018

04/05/18
03:40 pm

Town of Woodford Accounts Payable
Check Warrant Report # AP-3 Current Prior Next FY Invoices
For checks For Check Acct 01(GENERAL) 03/01/18 To 03/31/18

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Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
177	BCN TELECOMMUNICATIONS	22450200 phone	114.94	0.00	114.94	4150	03/09/18
133	BENNINGTON COUNTY SHERIFF'S DE	30452 February patrols	462.69	0.00	462.69	4158	03/22/18
GTH	GLENN THURBER	FEB 12 2018 mileage/seminar	64.31	0.00	64.31	4159	03/22/18
05	GMP GREEN MOUNTAIN POWER	03/08/18 electric	183.25	0.00	183.25	4160	03/22/18
158	STAPLES	61396 office supplies	122.00	0.00	122.00	4161	03/22/18
18	VERMONT DEPARTMENT OF TAXES	PR-01/03/18 Payroll Transfer	46.31	0.00	46.31	4170	03/30/18
18	VERMONT DEPARTMENT OF TAXES	PR-01/11/18 Payroll Transfer	41.82	0.00	41.82	4170	03/30/18
18	VERMONT DEPARTMENT OF TAXES	PR-02/01/18 Payroll Transfer	40.97	0.00	40.97	4170	03/30/18
18	VERMONT DEPARTMENT OF TAXES	PR-03/01/18 Payroll Transfer	40.97	0.00	40.97	4170	03/30/18
18	VERMONT DEPARTMENT OF TAXES	PR-03/22/18 Payroll Transfer	6.86	0.00	6.86	4170	03/30/18
					Check Total	176.93	
Report Total			1,124.12	0.00	1,124.12		

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 \$ *****1,124.12
Let this be your order for the payments of these amounts.

Mike Chavitt 4/18/18
Steven [Signature] 4/18/18