

TOWN OF WOODFORD, VT
BOARD OF SELECTMEN'S MEETING
December 19, 2018 - Unapproved

MEMBERS PRESENT: Ryan Thurber, Steve Wright, Mike Charette

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

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

2. AGENDA ADJUSTMENTS

No agenda adjustments

3. PUBLIC COMMENTS

No public comments.

4. TREASURER'S REPORT

A. Outstanding Bills

Gail presented the outstanding bills for December.

Motion made by Ryan to approve the outstanding bills for \$7295.24 (attached), as presented, 2nd by Mike. No discussion; all in favor, Motion Carried.

B. Warrants

Gail presented the warrants for November. She stated that there was a discrepancy from last month's outstanding bills to this month's warrants. Two election workers were not included in the bills for last month for a total of \$42.00 but are on the general account warrant for this month.

Motion made by Ryan to approve the General Account AP-11 warrant for \$45,438.65 (attached) with discrepancies as presented, 2nd by Mike. Mike abstained where appropriate. It was noted that the large amount was due to the fact that all appropriations approved at the 2018 March meeting were paid. This should close out the year. No further discussion; all in favor, Motion Carried.

Motion made by Ryan to approve the Payroll Account AP-11 warrant for \$4813.66 (attached) as presented, 2nd by Mike. Steve and Mike abstained where appropriate. No discussion; all in favor, Motion Carried.

Motion made by Ryan to approve the Tax Account TX-11 warrant for \$31,895.34 (attached) as presented, 2nd by Steve. No discussion; all in favor, Motion Carried.

5. APPROVAL OF NOVEMBER'S MINUTES

Motion by Ryan to approve November's minutes as presented and posted, 2nd by Mike. No discussion; all in favor, Motion Carried.

6. BUDGET REVIEW

Discussion continued on budget revisions. Items discussed pertained to BCRC increase fees, creating a restoration of records funds account and fees for the printing of tax maps.

Motion by Ryan to have the general budget of \$171,947.44 as the 2019 proposed budget, 2nd by Mike. No discussion; all in favor, Motion Carried.

Highway budget was reviewed and discussed. The highway budget remains the same at \$30,000.

Motion by Mike to have the highway budget of \$30,000.00 as the proposed 2019 budget, 2nd by Ryan. No discussion; all in favor, Motion Carried.

Appropriations were reviewed and discussed. This was the last date any organization could request funding.

Motion by Ryan to have the articles of \$23,090.00 as the proposed articles for 2019, 2nd by Mike. No discussion; all in favor, **Motion Carried.**

7. OTHER BUSINESS

A. Ryan stated that he was in contact with Zirwart from Parks and Recreation in Bennington. She was requesting that Woodford apply for a \$100,000 grant from VOREC (Vt. Outdoor Recreation Economic Collaborative). The purpose of the grant is to boost local tourism and local economy. He explained that he was hesitant to apply because there is usually some kind of cost to the Town. Also, there is very little economic opportunity in Woodford since National Forest owns a large percent of the Town. However, the Town is willing to keep the line of communication open moving forward.

B. Ryan stated that the State has not been approving the highway certificate for the last few years because the State has not been acknowledging roads the Town has listed. The certificate will need to be signed again in February. The Town is continuing to research these roads so more documentation can be submitted to achieve approval. These roads refer to the roads that are visible.

C. Susan presented information from the Vt. Rural Protection Task Force regarding their grant program to improve fire suppression capabilities such as fire hydrants. Awarded grants require a 25% local match. The board agreed that the Town was not in need of this grant at this time.

D. Susan informed the board that there was a person interested in using the Town Hall for a baby shower. It was the same person as the last time and did a good job cleaning up. The request was for Jan 12th from 3-7. After discussion it was decided that there should be a policy for use of the Town Hall that included a fee. **Motion** by Ryan to institute a policy for use of the Town Hall. A \$100.00 deposit must be received prior to the event with \$50 returned as long as everything is put back the way it was prior to use, 2nd by Mike. No discussion; all in favor.

E. Ryan asked if any notices of violation had been filed pertaining to the Dufresne property as discussed in previous meetings that he had abstained from. Susan stated that nothing had been filed with the Town. Mike stated that this needs to be followed up with both Jason Morrissey and James Kinney to be sure proper action is taken as previously agreed upon.

8. EXECUTIVE SESSION

No executive session needed.

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

Meeting adjourned at 8:45pm - NEXT MEETING JANUARY 23rd, 2019 at 7 pm. at the Woodford Town Office. This is a change from the normal meeting schedule due to the date being a conflict with members.

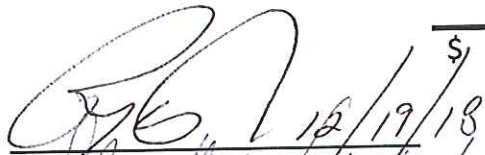
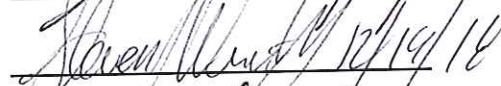
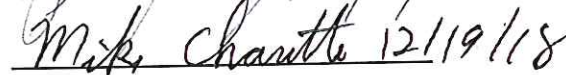
Susan Wright - Clerk

TOWN OF WOODFORD OUTSTANDING BILLS

12/19/2018

VENDOR	PURPOSE	AMOUNT	
Bennington Cty. Sheriff's Dept.	November patrols	\$	371.88
BCN	Phone	\$	116.85
Glenn Thurber	reimbursement/cert. mail	\$	6.70
Green Mountain Power	electric	\$	185.94
Gail Rutkowski	Oct & Nov banking mileage 64 miles @.545 cents	\$	34.88
SecurShred	shredding services	\$	20.00
Staples	office supplies	\$	19.99
Unicorn Computer Systems	computer repair	\$	60.00
VLCT	insurance	\$	4,040.00
Dwyers Four Seasons	plowing/sanding nov. 16,19,26,27,28,29	\$	2,439.00
		<u>\$</u>	<u>7,295.24</u>

SELECTMEN:

These bills listed are exclusive of the payroll tax required to be paid

11/30/18
10:45 am

Town of Woodford Accounts Payable
Check Warrant Report # AP-11 Current Prior Next FY Invoices
For checks For Check Acct 01(GENERAL) 11/01/18 To 11/30/18

Page 1
Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
05	GMP GREEN MOUNTAIN POWER	10/09/18 electric	148.70	0.00	148.70	4351	11/01/18
48	SUBURBAN PROPANE	2012-26-1238 fuel	200.79	0.00	200.79	4352	11/01/18
SECUR	SECURSHRED	286876 shredding services	20.00	0.00	20.00	4353	11/01/18
56	MAUREEN O'NEIL	NOV 6 18 election work	21.00	0.00	21.00	4363	11/07/18
239	TIFFANY TOBIN	NOV 6 2018 election work	21.00	0.00	21.00	4364	11/07/18
AME	AMERICAN RED CROSS	2018 2018 appropriations	100.00	0.00	100.00	4365	11/08/18
62	BENNINGTON COUNTY REGIONAL COM 2018	2018 appropriations	1961.00	0.00	1961.00	4366	11/08/18
CAC	BENNINGTON CTY CHILD ADVOCACY 2018	2018 appropriations	100.00	0.00	100.00	4367	11/08/18
68	BENNINGTON FIRE DISTRICT #1	2018 2018 appropriations	30000.00	0.00	30000.00	4368	11/08/18
67	BENNINGTON FREE LIBRARY	2018 2018 appropriations	2500.00	0.00	2500.00	4369	11/08/18
64	BENNINGTON RESCUE SQUAD	2018 2018 appropriations	5000.00	0.00	5000.00	4370	11/08/18
183	BENNINGTON TUTORIAL CENTER	2018 2018 appropriations	250.00	0.00	250.00	4371	11/08/18
60	BROC	2018 2018 appropriations	300.00	0.00	300.00	4372	11/08/18
87	CENTER FOR RESTORATIVE JUSTICE 2018	2018 appropriations	300.00	0.00	300.00	4373	11/08/18
224	RSVP	2018 2018 appropriations	500.00	0.00	500.00	4374	11/08/18
53	SO WESTERN VT COUNCIL ON AGING 2018	2018 appropriations	250.00	0.00	250.00	4375	11/08/18
59	VERMONT CENTER FOR IND LIVING 2018	2018 appropriations	250.00	0.00	250.00	4376	11/08/18
566	VERMONT RURAL FIRE PROTECTION 2018	2018 appropriations	100.00	0.00	100.00	4377	11/08/18
66	VNA & HOSPICE OF SOUTHWESTERN 2018	2018 appropriations	650.00	0.00	650.00	4378	11/08/18
177	BCN TELECOMMUNICATIONS	22608283 phone	120.43	0.00	120.43	4381	11/09/18
62	BENNINGTON COUNTY REGIONAL COM SWIP 18/19	swip quarter 1	339.38	0.00	339.38	4382	11/23/18
133	BENNINGTON COUNTY SHERIFF'S DE 30986	october patrols	918.75	0.00	918.75	4383	11/23/18
BOL	BOLIO PROPANE SERVICE, LLC	106200 vent motor work	80.00	0.00	80.00	4384	11/23/18
05	GMP GREEN MOUNTAIN POWER	11/07/18 electric	146.15	0.00	146.15	4385	11/23/18
245	MICHAEL CHARETTE	11/6/18 reimburse/food election	84.40	0.00	84.40	4386	11/23/18

11/30/18
10:45 am

Town of Woodford Accounts Payable
Check Warrant Report # AP-11 Current Prior Next FY Invoices
For checks For Check Acct 01 (GENERAL) 11/01/18 To 11/30/18

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
SECUR	SECURSHRED	289158 shredding services	20.00	0.00	20.00	4387	11/23/18
158	STAPLES	5391 office supplies	119.55	0.00	119.55	4388	11/23/18
23	NEMRC	42904 consult/quarter reports	937.50	0.00	937.50	4389	11/23/18
Report Total			45,438.65	0.00	45,438.65		

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 \$ ****45,438.65
Let this be your order for the payments of these amounts.

[Signature] 12/19/18
[Signature] 12/19/18
[Signature] 12/19/18

2 discrepancies

2 poll workers were not on November's Outstanding Bills.

Maureen O'Neil 21.-

Tiffany Tobin 21.-

11/30/18
10:25 am

Town of Woodford Payroll
Check Warrant Report #PR-11
Period end date 11/01/18 to 11/30/18

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No						
CHARETTE, BETTY-JEAN	147.00	0.00	0.00	10.00	9.11	2.13	0.00	0.00	0.00	0.00	125.76	0.00	4359						
CHARETTE, MICHAEL	147.00	0.00	0.00	0.00	9.11	2.13	0.00	0.00	0.00	0.00	135.76	0.00	4360						
KINNEY, JAMES R.	1508.45	0.00	0.00	0.00	93.52	21.87	0.00	0.00	0.00	0.00	1393.06	0.00	4358						
KINNEY, JAMES R.	174.25	0.00	0.00	0.00	10.80	2.53	0.00	0.00	0.00	0.00	160.92	0.00	4355						
Total of 2 items for 77K											1553.98	0.00							
DOVITSKI, JOHN H.	54.00	0.00	0.00	10.00	3.35	0.78	0.00	0.00	0.00	0.00	39.87	0.00	4379						
DOVITSKI, LINDA S.	84.00	0.00	0.00	10.00	5.21	1.22	0.00	0.00	0.00	0.00	67.57	0.00	4380						
RUTKOWSKI, GAIL K.	1000.00	0.00	0.00	88.75	62.00	14.50	11.83	0.00	0.00	0.00	822.92	0.00	4356						
GAHAN, PAMELA J.	115.50	0.00	0.00	0.00	7.16	1.67	0.00	0.00	0.00	0.00	106.67	0.00	4361						
GAHAN, PAMELA J.	368.75	0.00	0.00	0.00	22.86	5.35	0.00	0.00	0.00	0.00	340.54	0.00	4354						
Total of 2 items for PJG											447.21	0.00							
ULITSCH, VIRGINIA	147.00	0.00	0.00	0.00	9.11	2.13	0.00	0.00	0.00	0.00	135.76	0.00	4362						
WRIGHT, SUSAN C.	1067.71	0.00	0.00	75.94	66.20	15.48	30.07	0.00	0.00	0.00	880.02	0.00	4357						
											4813.66	0.00							
											194.69	298.43	69.79	41.90	0.00	0.00	0.00	4208.85	0.00

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 \$ ***4,208.85
Let this be your order for the payments of these amounts.

Board of Selectmen

[Signature] 12/19/18
[Signature] 12/19/18
[Signature] 12/19/18

11/30/2018

10:57 am

Town of Woodford Accounts Payable

Check Warrant Report # TX-11 Current Prior Next FY Invoices

All Manual\Direct Pays For Check Acct 08(GENERAL) 11/01/2018 To 11/30/2018

Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
SA	SUSAN ARMSTRONG	11/02/2018 st. refund penalties	707.34	0.00	707.34	1202	11/02/18
250	TREASURER STATE OF VERMONT	NOV 23 2018 2018 st. education taxes	31188.00	0.00	31188.00	1203	11/23/18
Report Total			31,895.34	0.00	31,895.34		

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 \$ ****31,895.34
 Let this be your order for the payments of these amounts.

Board of Selectmen

[Signature] 12/19/18
[Signature] 12/19/18
[Signature] 12/19/18

