

TOWN OF WOODFORD, VT
BOARD OF SELECTMEN'S MEETING

August 15, 2018- Unapproved

MEMBERS PRESENT: Ryan Thurber, Mike Charette

ABSENT: Steve Wright (arrived at 8:05pm)

ALSO PRESENT: Gail Rutkowski (treasurer), Susan Wright (clerk), Jim O'Connor, and James Kinney

1. Ryan called the meeting to order at 7:05pm.

2. AGENDA ADJUSTMENTS

No agenda adjustments

3. PUBLIC COMMENTS

A. Jim O'Connor introduced himself to those present. He stated that he had won as a write in vote on the Republican ballot and will be on the November ballot for State Representative for Pownal and Woodford, the position previously held by Bill Botzow. He explained that this is his third try for this position but feels more ready now than he has ever been. He continued with a summary of his background and reviewed what he stood for. He commented that he would have a more practical view with laws and would ensure if they were good for Pownal and Woodford he would vote for them. He expressed his disfavor on Act 46 and believes schools should be controlled by local government and not by Montpelier. He also added his views on how decisions are being made in Montpelier and the grave effect they have on small towns. He would listen to people and vote according to what is good or bad for both towns. In closing, he described himself as politely persistent.

B. James Kinney presented to the board a letter he had received from the Town's attorney concerning the Dufresne property. Ryan stated that he was recusing himself from this discussion. This parcel was originally purchased as one parcel but over the years 4 different parcel numbers had been assigned in order to accommodate particular request. As per state law, this parcel has now been returned under one parcel number as it was with the original owners since no other deeds have been filed to state otherwise. The attorney's letter explained that there is a list of the Dufresne family members who granted a utility easement without legal title to the property in 2002 and are therefore the equitable owners of the property even though the estates are unopened. According to the attorney, violation enforcement may proceed against the equitable owners.

James explained that the property is worse now than it was the last time he was there. More is being brought in than is leaving and they are in clear violation of our bylaws. He does not believe there is a septic system of any kind and certainly none on record. He can send a violation notice to the two addresses the Town has on file and they would have 15 days to respond. If there is no response at the end of 15 days then court proceedings can begin. Currently, speaking as delinquent tax collector, the taxes are in the process of being caught up so a tax sale is probably unlikely. James expressed his concern as to how far the Town is willing to go as far as legal expenses. It could get very costly with a very good chance of the Town never

recouping those funds. He would also need the help of the attorney since he has never gone through this process before. Mike stated that when Steve arrives, since Ryan had recused himself from any discussion or decisions, they will discuss the next step.

4. APPROVAL OF MINUTES

Ryan re-entered the meeting.

Motion by Ryan to approve July's minutes as posted, 2nd by Mike. No discussion, All in favor; **Motion Carried.**

5. TREASURER'S REPORT

Gail stated that there were discrepancies from July's outstanding bills to July's warrants. She presented the list of the discrepancies to the board (attached). The board reviewed and acknowledged. Susan stated that the Town of Bennington had sent a thank you note for the donation towards the fireworks.

A. Outstanding Bills

Gail presented the Outstanding Bills for August.

Motion by Ryan to approve the outstanding bills as presented for \$4613.30 (attached) noting the discrepancies, 2nd by Mike. No discussion, All in favor; **Motion Carried.**

B. Warrants

Gail presented the warrants for July.

Motion by Ryan to approve the payroll warrant #PR-7 for \$4185.45 as presented (attached), 2nd by Mike. All in favor, No discussion; **Motion Carried.**

Motion by Ryan to approve the general fund warrant #AP-7 for \$6737.79 as presented (attached), 2nd by Mike. No discussion, All in favor; **Motion Carried.**

6. AUDITOR'S AGREEMENT LETTER

Susan presented the letter of commitment from Batchelder Associates to conduct the 2017 audit. As per previous agreement the fee will be \$8500 for the completion of the 2017 financial audit. Susan stated that they have already started the audit and have quite a bit of it done already.

Motion by Mike to approve the auditor's agreement, 2nd by Ryan. No discussion, All in favor; **Motion Carried.**

7. CERTIFICATION OF COMPLIANCE

Susan presented the Certification of Compliance for Town Road and Bridge Standards and Network Inventory sent to the Town for approval from the VT Dept. of Transportation, local district. Ryan explained that he had made several phone calls concerning this. Act 64 pertains to water and included in that is a grant section. The Town did participate in this when it first came out since we met the criteria. Since then the DOT has asked for feedback on this program. It was suggested to include product to repair roads as an addition to the grant but that was declined. There is an initial fee to participate in this program with an additional \$500 each year. Since the Town's roads and bridges do not fit any of the other criteria, then there doesn't seem to be any good reason for the Town to participate and never get results from their money. When asked what would be the consequences if the Town did not participate, there was no clear answer. Ryan suggested holding off on the 1st page but completing the other two pages.

Motion by Ryan to approve pages 2 and 3 of the certification form, 2nd by Mike. No discussion, All in favor; **Motion Carried.**

8. BENNINGTON AREA TRAIL SYSTEM LETTER

Susan stated that this was placed on the agenda in error. This was discussed at last month's meeting and did not need any further action.

9. OTHER BUSINESS

A. Susan informed the board that two requests have been received to use the Town meeting room. The first request was from a Woodford resident hoping to rent the room for a gender review party for about 40 people. Since the town has no specific policy concerning the use of the meeting room, discussion followed addressing possible concerns and the necessity of adopting a policy that would protect the Town's interest. The board decided that a deposit would be required for use of the room but would be fully refunded as long no damage had incurred.

The other request was from the National Wild Turkey Federation in partnership with Green Mountain National Forest to conduct a workshop for private landowners in surrounding towns concerning animal habitat. The meeting would be held sometime in September. The board agreed to allow this event and the use of the Town meeting room.

B. Susan stated that Joyce Syslinger, property owner at WLE called questioning who is responsible for replacing street signs. Ryan stated that if it is on Route 9 then the town is, if within WLE then the association is.

C. Silvia Cassano from the Bennington Area Trail System had emailed the Town with concerns regarding the pull off along the river by National Forest Access on Route 9 heading east as you cross the bridge. Occasionally she goes down to the river and often picks up litter. Someone has been dumping pallets along with leaving glass and trash and was wondering if this area along the road was owned by the Town of Woodford or Town of Bennington. She had included pictures of dumping. Ryan stated that this area was under the Agency of Natural Resources and to refer her to them.

D. Since Steve had arrived, discussion started again concerning the information James Kinney had presented earlier in the meeting. Ryan recused himself from this discussion as he had done in the previous discussion. Mike reviewed with Steve what was previously discussed. Both had concerns as to what length the Town is willing to go to enforce this violation since there was no way of knowing what the final cost would be and the chance that the Town would not be able to recoup any of the costs. Both agreed to start with the violation notice process as soon as possible. Steve commented that other violations occurring in town also need to be addressed and notices sent to in order to remain fair and consistent.

10. EXECUTIVE SESSION

No executive session needed.

11. ADJOURNMENT

Motion by Ryan to adjourn, 2nd by Mike. No discussion. All in Favor, No discussion; **Motion Carried.**

Meeting adjourned at 9:00 pm. Next meeting **Wednesday September 19, 2018 @ 7:00pm.**

Susan Wright- Clerk

August 15, 2018

James kinney \$35.00 Zoning Certificate

John Dovitski \$280.00 Cemetery mowing

Town of Bennington \$250.00 donation for
4th of July Fireworks

Total of \$565.00 for discrepancies
Between July's outstanding bills &
July's Warrants.


8/15/18
Mike Charette
8/15/18

TOWN OF WOODFORD OUTSTANDING BILLS

8/15/2018

VENDOR	PURPOSE	AMOUNT	ACCOUNT	CHECK #
bcn	phone	\$ 114.26	general	
BCRC	4th Q Swip payment	\$ 673.73	general	
bennington cty sheriff's office	July patrols	\$ 743.75	general	
Town of bennington	donation for fireworks (paid)	\$ 250.00	general	
Eastern Sales	tax bill papers	\$ 54.65	general	
green mountain power	electric	\$ 195.79	general	
James Kinney (paid)	reimbursement for zoning cert.	\$ 35.00	general	
John Dovitski (paid)	Cemetery Mowing 6/26&7/14	\$ 280.00	general	
Joseph Rutkowski	Mouse traps/reimbursement	\$ 4.52	general	
Glenn Thurber	hotel stay 7/17/18 seminar	\$ 129.00	general	
	mileage for reaprasial class	\$ 113.16	general	
NEMRC	Annual Support Agreement	\$ 1,418.26	general	
	consult july 19	\$ 312.50	general	
staples	office supplies	\$ 49.99	general	
Gail Rutkowski	July Banking Mileage	\$ 8.72	general	
Susan Wright	election training mileage	\$ 31.61	general	
Linda Dovitski	mileage for reaprasial class	\$ 113.36	general	
Unicorn Computer Systems	Lap top charger/update	\$ 85.00	general	

\$ 4,613.30

SELECTMEN:


Mike Chavito 8/15/18

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

08/01/18
11:12 am

Town of Woodford Payroll
Check Warrant Report #PR-7
Period end date 07/01/18 to 07/31/18

Page 1 of 2
Treasurer

Employee	Gross	Fringes	Reimburse	FWT	FICA	MEDI	SWT	SDI	Local	Oth Dedu	Net Amt	Elec Amt	Check No
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	4253
KINNEY, JAMES R.	960.49	0.00	0.00	0.00	59.55	13.93	0.00	0.00	0.00	0.00	887.01	0.00	4270
Total of 2 items for 77K											1047.93	0.00	
DOVITSKI, JOHN H.	90.00	0.00	0.00	10.00	5.58	1.31	0.00	0.00	0.00	0.00	73.11	0.00	4250
DOVITSKI, LINDA S.	156.00	0.00	0.00	10.00	9.67	2.26	0.00	0.00	0.00	0.00	134.07	0.00	4251
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	4254
HARRINGTON, SANDRA D.	80.00	0.00	0.00	0.00	4.96	1.16	0.00	0.00	0.00	0.00	73.88	0.00	4252
THURBER, GLENN G.	99.00	0.00	0.00	0.00	6.14	1.44	0.00	0.00	0.00	0.00	91.42	0.00	4256
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	4255
WRIGHT, SUSAN C.	370.00	0.00	0.00	6.17	22.94	5.37	5.30	0.00	0.00	0.00	330.22	0.00	4267
WRIGHT, SUSAN C.	100.00	0.00	0.00	0.00	6.20	1.45	0.00	0.00	0.00	0.00	92.35	0.00	4268
WRIGHT, SUSAN C.	88.00	0.00	0.00	0.00	5.46	1.28	0.00	0.00	0.00	0.00	81.26	0.00	4273
Total of 4 items for WRIGHT											1383.85	0.00	
											3627.18	0.00	
4185.45	0.00	0.00	190.86	259.50	60.71	47.20	0.00	0.00	0.00	0.00	3627.18	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 \$ ***3,627.18
Let this be your order for the payments of these amounts.

Board of Selectmen

[Signature] 8/15/18
M. Charlotte 8/15/18

08/01/18
11:26 am

Town of Woodford Accounts Payable
Check Warrant Report # AP-7 Current Prior Next FY Invoices
For checks For Check Acct 01(GENERAL) 07/01/18 To 07/31/18

Page 1
Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
177	BCN TELECOMMUNICATIONS	22528913 phone	115.34	0.00	115.34	4257	07/11/18
131	BARRY BISHOP	7/13/18 town hall work	3000.00	0.00	3000.00	4258	07/13/18
133	BENNINGTON COUNTY SHERIFF'S DE	06/30/2018 june patrols	547.62	0.00	547.62	4259	07/19/18
LD300	DOVITSKI, LINDA	6/28/18 reimbirsement/postage	57.40	0.00	57.40	4260	07/19/18
GKR	GAIL K. RUTKOWSKI	JUNE june banking mileage	13.08	0.00	13.08	4261	07/19/18
05	GMP GREEN MOUNTAIN POWER	07/10/18 electric	173.23	0.00	173.23	4262	07/19/18
23	NEMRC	42144	812.50	0.00	812.50	4263	07/19/18
23	NEMRC	42214 annual recovery agreemen	692.12	0.00	692.12	4263	07/19/18
23	NEMRC	42228 cama agreement 18-19	579.63	0.00	579.63	4263	07/19/18
					Check Total	2084.25	
03	NEW ENGLAND NEWSPAPERS	57238 zba legal notice	56.40	0.00	56.40	4264	07/19/18
SDH	SANDRA D. HARRINGTON	06/24/18	10.57	0.00	10.57	4265	07/19/18
158	STAPLES	2107666621 office supplies	114.90	0.00	114.90	4266	07/19/18
JK77	KINNEY, JAMES	7/20/18 zoning certificate	35.00	0.00	35.00	4269	07/20/18
55D	JOHN DOVITSKI	265088 cemetery mowing	280.00	0.00	280.00	4271	07/25/18
149	TOWN OF BENNINGTON	JUNE 6 2018 4th of july fireworks	250.00	0.00	250.00	4272	07/25/18
Report Total			6,737.79	0.00	6,737.79		

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 \$ *****6,737.79
Let this be your order for the payments of these amounts.

Board of Selectmen

 8/15/18

 8/15/18