

**Town of Woodstock  
Selectmen's Meeting  
Tuesday, May 18, 2021  
Via ZOOM**

**Woodstock Selectmen:** R. Gil Rand, Charyl Reardon, Scott Rice

**Woodstock Staff:** Judy Welch, Mike Welch, Kevin Millar, Wendy Pelletier

**Lincoln Selectmen:** Jack Daly, Tammy Ham

**Lincoln Staff:** Butch Burbank, Nate Hadaway, John MacKay

**Public:** Margaret LaBarge, Bill Waterhouse, Kelly & Dan Trinkle, Bonnie Ham, Barbara Avery, Mike Donahue

Charyl called the meeting to order at 5:01 p.m.

**Joint Board/Nate Hadaway/Solid Waste Fee Schedule:**

Tammy motioned to add propane tanks, smoke detectors, and mattress/box spring fees, as presented in Nate Hadaway's email, dated May 11, 2021, to the Solid Waste Fee Schedule. Charyl seconded the motion and the vote was affirmative.

-----Original Message-----

From: Public Works <[publicworks@lincolnnh.org](mailto:publicworks@lincolnnh.org)>

Sent: Tuesday, May 11, 2021 2:08 PM

To: Town Hall <[townhall@lincolnnh.org](mailto:townhall@lincolnnh.org)>; Judy Welch <[admin@woodstocknh.org](mailto:admin@woodstocknh.org)>

Subject: RE: Lincoln BOS and DPW Hadaway would like to join your next BOS Meeting

Jane/Judy,

These are the proposed fees that I suggested to the Lincoln BOS last night.

Small camp propane bottles 2.00

20lb to 35lb grill bottles 3.00

100lb bottles 5.00

Smoke detectors 12.00

Mattress and box spring 10.00 flat rate

There was also a discussion regarding charging a min fee of 10.00 for brush and a price per pound.

Thanks, Nate

Discussion was held pertaining to the paving at the Solid Waste Facility. Gil questioned if paving was considered part of the facility maintenance and whether Woodstock was responsible for cost sharing.

**Minutes of the April 14, 2021 Non-Public Meeting:**

Gil motioned to accept the minutes of the April 14, 2021 Selectmen's Non-Public Meeting and sign them at the office. Scott seconded the motion and the vote was affirmative.

**Minutes of the April 22, 2021 Non-Public Meeting:**

Scott motioned to accept the minutes of the April 22, 2021 Selectmen's Non-Public Meeting and sign them at the office. Gil seconded the motion and the vote was affirmative.

**Minutes of the April 27, 2021 Meeting:**

Scott motioned to accept the minutes of the April 27, 2021 Selectmen's Meeting and sign them at the office. Gil seconded the motion and the vote was affirmative.

**Minutes of the April 27, 2021 Non-Public Meeting:**

Gil motioned to accept the minutes of the April 27, 2021 Selectmen's Non-Public Meeting and sign them at the office. Scott seconded the motion and the vote was affirmative.

**Minutes of the May 3, 2021 Non-Public Meeting:**

Scott motioned to accept the minutes of the May 3, 2021 Selectmen's Non-Public Meeting and sign them at the office. Gil seconded the motion and the vote was affirmative.

**Minutes of the May 7, 2021 Workshop:**

Gil motioned to accept the minutes of the May 7, 2021 Selectmen's Workshop and sign them at the office. Scott seconded the motion and the vote was affirmative.

**Minutes of the May 7, 2021 Non-Public Workshop:**

Scott motioned to accept the minutes of the May 7, 2021 Selectmen's Non-Public Workshop and sign them at the office. Gil seconded the motion and the vote was affirmative.

**Minutes of the May 14, 2021 Workshop:**

Gil motioned to accept the minutes of the May 14, 2021 Selectmen's Workshop and sign them at the office. Scott seconded the motion and the vote was affirmative.

**Robert McAfee/Stone Dam Road:**

Discussion tabled. Robert MacAfee was not in attendance.

**Library/Staffing/Reopening:**

The Board received an email from the Librarian, Wendy Pelletier, which outlined a four phase Tiers of Service approach to reopening. Currently, the Library is in Phase 2 and looking to move to Phase 3 of the reopening plan:

Phase 3-The physical library will be open to the public, by appointment;  
following appropriate social distancing and sanitizing guidelines

- A wireless doorbell has been installed so personnel can meet patrons at the front door
- The library will follow town procedures when allowing patrons into the building.
- 15–30-minute appointments will be scheduled with time between each appointment to disinfect high touch surfaces. Patrons wishing to extend appointment time may do so if time is available.
- Family groups of up to 4 members will be allowed in one appointment
- This plan will be updated as need arises

Scott motion to approve the Librarian's request to move to Phase 3 as presented. Gil seconded the motion and the vote was affirmative.

**Pennichuck/Amendment to Agreement & Credit:**

Since the initial term of the Agreement which started in 2015 up to the present time, certain activities outlined in the scope of services have not been completed by Pennichuck Water Service Corporation (PWSC), but rather by the Town of Woodstock or others. These scheduled activities include the following: Meter Reading, Meter Pull and Testing, and Dig Safe Markings. Flushing of the water distribution system was not completed in 2020 as mutually agreed upon. Additionally, starting in 2019, PWSC has increased the number of main gate inspections from 50 gates annually to 71 gates.

Pennichuck Water Service Corporation also missed an annual 2.5% increase in their contractual planned fees dating back to 2016. As such, we have underbilled The Town of Woodstock by a total of \$15,469.40 over the past 5 years.

As a result of the events noted above, Pennichuck Water Service Corporation will be issuing the Town of Woodstock a credit in the amount of \$40,089.34. The credit will be used in payment of the Town's monthly bill until it is fully exhausted.

The amended fixed monthly fee for the remaining year of the Agreement will be \$10,332.00. The amended fixed monthly fee reflects the work that has been and will be performed in accordance with the attached Amendment to the Agreement.

Scott motioned to approve the Amendment to the Agreement and sign it in the office as well as accept the credit as presented. Gil seconded the motion and the vote was affirmative.

**Application/Cascade Park/Catherine Pelletier:**

The Board reviewed an application from Catherine Pelletier to use Cascade Park on May 29, 2021 for a wedding ceremony. The required fee and insurance coverage have been received. Gil motioned to approve the application. Charyl seconded the motion and the vote was affirmative. Scott abstained

**Woodstock Firefighter Fund/Donation:**

The Woodstock Fire Department presented the Board with a gift in the amount of \$160.00 on behalf of the Woodstock Firefighters, to be deposited in the previously established Woodstock Firefighter Fund. Scott motioned to accept the gift of \$160.00 from the Woodstock Firefighters and requested that the Trustees of Trust Funds deposit it into the Woodstock Firefighter Fund. Gil seconded the motion and the vote was affirmative.

**Woodstock Firefighter Fund/Check Request:**

Gil motioned to approve the check request for \$487.40 payable to Wayne's Market for lunch for a firefighter training. This money is to be withdrawn from the Woodstock Firefighter Capital Reserve Fund. Scott seconded the motion and the vote was affirmative.

Scott motioned to approve the check request for \$24.46 payable to Justin Vance for soda for a firefighter training. This money is to be withdrawn from the Woodstock Firefighter Capital Reserve Fund. Gil seconded the motion and the vote was affirmative.

**Work Session:**

Charyl provided a recap of the May 7<sup>th</sup> and May 14<sup>th</sup>, 2021 workshop.

**Old/Other Business:**

**Jim Young/Old Fairfield Road:**

Discussion tabled.

**Public Participation:**

Bill Waterhouse questioned what RSA allows for the Board to implement or change rates without going before Town Meeting. Charyl will check into this and report back at the next Selectmen's Meeting.

The public was able to participate remotely over Zoom by going to [www.zoom.us](https://www.zoom.us), using the Zoom App on a cellphone, or on a **landline calling 1-646-558-8656 Password: 003948** and entering **Meeting ID: 935 0216 8673 Password: 003948**. If the public were unable to access the meeting, they were asked to call 603-348-8752 for assistance.

Scott motioned to adjourn the Selectmen's Meeting at 5:35 p.m. Gil seconded the motion and the vote was affirmative.

June 15, 2021

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R.G. Flaud