

DRAFT – subject to final approval.

BOARD OF VILLAGE TRUSTEES

May 12, 2015

PRESENT: Candace Coburn, Emo Chynoweth, Ward Goodenough, Jeff Kahn, Chris Miller, Phil Swanson, Mary Riley, Robbie Blish, Michael Brands, Don Wheeler, Keri Bristow, Beth Finlayson, Rev. Norman MacLeod Sally Miller, Paul Ramsey, Gary Thulander, Alita Wilson, Michelle Fields, Macy Lawrence.

I. CALL TO ORDER

Ms. Coburn called the meeting to order at 7:00 P.M.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA – none this evening.

II. PUBLIC HEARING

Design Review Amendment to Village Zoning Regulations

Sally Miller and Michael Brands presented the Design Review Amendment to the Village Zoning Regulations as recommended by Environmental Court to clarify language (deemed not specific enough) relating to shutters on houses in the Village Design Review District. Other minor revisions were included in this document.

Discussion followed.

Mr. Kahn suggested having the Village attorney review the document.

On a motion of Mr. Chynoweth, second Mr. Goodenough, the Board of Village Trustees voted to approve amendment to the Village Zoning Regulations as proposed for Village Design Review, pending review by the Village Attorney. Motion approved 4-0-1. Mr. Miller abstained.

III. CITIZEN COMMENTS

A reminder that agenda items are due in the office by 12:00 noon on the Wednesday of the week prior to the meeting date. All agenda items should have some information for the Board to review before the meeting.

IV. REQUESTS FOR PERMITS

A. Pentangle

Reschedule 2 Brown Bag Concerts

Alita Wilson, Director of Pentangle requested a change in the permit for Brown Bag Concerts. She asked the Board to consider allowing the rescheduling of 2 Brown Bag Concerts, on June 25 and August 6 from noon to 5:00 or 6:00 P.M. as a trial. In recent years, there has not been a lot of attendance during the noon concerts and as an alternative for a couple of concerts Pentangle would like to try another time, later in the afternoon, as people are leaving work and may like to linger in the village and enjoy some music.

Additionally, Ms. Wilson would like permission to hire a purveyor to offer wine and beer in a state regulated cordoned-off area during the evening events. The provider of the beer and wine would be a licensed caterer.

Mr. Miller is concerned for residents around the Green and encourages communication from them relating to this type of activity particularly during early evening / dinner time.

Following discussion, on a motion of Mr. Miller, second Mr. Goodenough, the Board of Village Trustees voted to approve changing the time of two Brown Bag Concerts on June 25 and August 6 from noon to 5:00 – 6:00 or 6:00 -7:00 P.M. and allow beer and wine to be served by a licensed local business, with attention to any comments or correspondence from residents around the Green. Motion approved.

4th of July

Ms. Wilson advised the Board of Village Trustees that Pentangle is considering a way to generate some interest in 4th of July in the Village, and may come before the Board next year with a plan for activity on the Green during the day.

Ms. Wilson is hoping to partner with the Market on the Green and/or Spectrum Teen Center for Village activity. There was no need for action this evening the Board will look forward to a presentation in the future.

Again Mr. Miller encourages residents around the Green to speak up about this type of activity, particularly in the later part of the day.

B. St. James Episcopal Church 90th Annual Church Fair

The Reverend Norman MacLeod was present for the discussion of this application in particular the request to close the street in front of the Church, which has been traditional. This section of roadway has become known as St. James Place, and the closure would be on July 18, 2015 from 7:00 A.M. until the Sale is over and everything has been removed from the green space and that section of roadway.

On a motion of Mr. Miller, second Mr. Kahn, the Board of Village Trustees voted to approve closing St. James Place from 7:00 A.M. to 5:00 P.M. on Saturday, July 18, 2015 for the St. James Church Fair. Motion approved.

C. Alumni Association

The Board reviewed the applications from the Alumni Association for activities on Alumni Day including the Alumni Parade and Use of the Green. There are no changes from the past events.

On a motion of Mr. Miller, second Mr. Goodenough the Board of Village Trustees voted to approve Use of the Green and Alumni Parade events for the Woodstock Alumni Association on Saturday, June 13, 2015. Motion approved.

D. Neighborhood Block Party

Keri Bristow was present to request permission for use of the Village Streets in the neighborhood of Slayton Terrace and Highland Avenue for a Block Party in the afternoon of May 15 from 2 :00 P.M. until 6 :00 P.M. The neighbors would like to put a sign and barricade-type of cautionary indication without closing off the road.

Following discussion on a motion of Mr. Goodenough, second Mr. Chynoweth the Board of Village Trustees voted to approve a permit for a Neighborhood Block Party on Slayton Terrace and Highland Avenue on the afternoon of May 25, contingent upon signage and other safety and cautionary notifications in the area. Motion approved. Mr. Swanson will ask the highway department to drop off some traffic cones for use.

E. Woodstock Inn – Request for Bag Piper

Paul Ramsey and Gary Thulander were present from the Woodstock Inn to request permission for a bag piper to entertain on Friday and Saturday evenings for one hour from the Woodstock Inn, around the Green, crossing near the library and returning back to the Inn. Last year a piper entertained on Inn property, in front of the Inn for an hour on Friday and Saturday evenings. This was approved by the Village Development Review Board and a condition of the permit was to obtain permission from the Board of Village Trustees.

Mr. Kahn asked that the piper go further east to the “dummy” and cross in that area to go back to the inn to bring the entertainment nearer the businesses.

Mr. Miller does not see the need for a permit from the Board of Village Trustees and again expressed his concern for the residents of the area around the Green.

On a motion of Mr. Chynoweth, second Mr. Goodenough the Board of Village Trustees voted to approve a request of the Woodstock Inn to have a Bag piper to play for one hour on Friday and Saturday evenings between 5 :30 and 6 :30 P.M. in the area of the Inn, and the Green, and into the business district at the discretion of the Inn. Motion approved 4-0-1. Mr. Miller abstained.

V. VILLAGE POLICE CHIEF’S REPORT

Chief Robbie Blish reported that half of the funding for body cameras for the Police Department has been received from the State of Vermont through a grant. There is another grant which has been applied for from the Federal Government. If these funds come through, there will be no cost to the Village. The Federal Grant will be awarded in June. Brief discussion followed concerning police wearing the body cameras.

Chief Blish reported that in April of this year Emergency Management personnel met with state officials concerning the VT ALERT system which is available to those who wish to sign up. It will be implemented in Woodstock soon. The address for sign up is www.VTALERT.gov and he encouraged everyone to check into this. Options are available to specifically receive those alerts one wishes to hear.

Chief Blish announced that a dispatch supervisor has been hired. Beth Therrien will be starting work on or about June 1. Ms. Therrien is a well trained Dispatcher from the Rutland PSAP center that will be closing. She is a trainer, and policy writer. Her qualifications are outstanding.

Jeffrey Kahn asked Chief Blish to have the officers stop in the businesses in the village. He noted the importance to see friendly police.

Chief Blish briefly reviewed the status of personnel and noted that one full time officer is still needed and the shifts are being filled with part time officers.

VI. VILLAGE MANAGERS REPORT

The Financial Report was briefly reviewed.

Mr. Swanson presented an update to the Park and Ride Project. The grant of \$41,000 will not cover the full cost of the work as planned and approved.

The Board agreed to schedule a Special Village Meeting for July 14, 2015 to ask the Village Voters to take money in the parking fund to cover the additional costs. The Warning will be signed at the June meeting.

VII. OLD BUSINESS

A. Reschedule Meeting with Seaward Management –June 9

Investment Banker Tom Woodhouse could not be present this evening and this review was rescheduled to the meeting on June 9.

B. Recycle and Trash in the Village

Mr. Swanson reported that Casella Waste Services will pick up recycling at no cost to the village for a while, however a fee will be assessed and eventually a formal agreement will be made for this service. Only household recycling will be free following the new law being in effect in July.

Household and local office trash continues to be a problem in village trash receptacles.

Mr. Swanson proposed that the Village purchase Plastic barrels, in hope that they will endure better in winter with freezing temperature, road salt, etc. The dome lids with a trap door opening will be used for trash barrels. The flat barrel lids will be re purposed for recycling barrels and placed on more securely. Marking the recycling barrels will be acted on soon and the trash issue will continue to be monitored.

C. Fence Around the Village Green

At annual Village Meeting \$6,000.00 was approved for repairs to the fence around the Green. The actual cost of the work will be \$7,500.00. A deposit is required by Springfield Fence of \$3,750.00 which will become available after July 1 budget begin. Trustees' contingency has funds to cover the additional costs for the fence repair. The Board agrees the work should begin as soon as possible following the beginning of the new budget year.

D. Tree Warden Report

Tree Warden Don Wheeler presented his report of trees on the Village Green and discussion followed. The budget allows for annual pruning and necessary work, however the improvements and replacements to the trees around the Green will be done over a period of years.

One very old maple tree that has been declining for many years has become dangerous due to the fact it could fall during a wind event and injure someone. The tree is estimated to be between 80 and one hundred years old.

On a motion of Mr. Miller, second Mr. Chynoweth, the Board of Village Trustees voted to approve removal of the dangerous old maple tree on the Green and pruning at various locations throughout the village. Motion approved.

Woodstock Inn Notification of Outdoor Music Events

The calendar of outdoor events with music at the Woodstock Inn & Resort includes: May 24, June 11, June 20, August 1, August 8, August 22, August 29, September 12 and September 16.

VIII. NEW BUSINESS

A. Review Proposals for Annual Audit

Three proposals for the Annual Audit were reviewed.

Following brief discussion, on a motion of Mr. Miller, second Mr. Kahn the Board of Village Trustees voted to accept the proposal of Mudgett Jennett Krogh-Wisner. Motion approved

B. Court House Parking

Windsor County Superior Court would like to lease parking spaces from the Village in the Norman Williams Library Lot for another year. The current fee is 12 spaces at \$750.00 per space per year. Correspondence from the Court was reviewed which suggested a total payment of \$600.00 per space per year, since the spaces are available for public parking on weekends and holidays. Following brief discussion, on a motion of Mr. Miller, second Mr. Chynoweth the Board of Village Trustees voted to continue to lease parking spaces to Windsor County Superior Court at the \$750.00 per space, per year rate. Motion approved.

C. Concrete Sidewalk Repair

Twin State Utility Construction has submitted a proposal for repairs to concrete sidewalks in the business district of the Village. Twin State specializes in this type of repair work, which will be sustainable and nothing for which the village highway crew has experience. Repairs are expected to take 1 day (10 hours) and the cost is estimated at \$2,610.00.

Timing of the project was questioned by Mr. Kahn, he recommends June or after Foliage. Funds are not available until July 1 so after brief discussion it was agreed that the work will not be done until mid-September while traffic is quiet before foliage traffic picks up.

On a motion of Mr. Miller, second Mr. Chynoweth the Board of Village Trustees authorized Mr. Swanson to Contract with Twin State Utility Construction to repair concrete sidewalks in the Village in September. Motion approved.

D. Possible Executive Session – Personnel

On a motion of Mr. Chynoweth, second Mr. Miller the Board of Village Trustees voted to meet in Executive Session at 9:13 P.M. Motion approved.

On a motion of Mr. Chynoweth, second Mr. Goodenough, Trustees voted to adjourn Executive Session and resume the public meeting at 9:22 P.M. Motion approved.

Executive Session was for discussion only. There were no motions made or votes taken.

IX. APPROVAL OF MINUTES

Minutes of the meeting of April 13 were approved on a motion of Mr. Chynoweth, second Mr. Miller. Motion approved.

X. OTHER BUSINESS

Chamber of Commerce Director Beth Finlayson asked for a check for \$1,000.00 from the funding approved at Village Meeting for Village Beautification.

XI. REVIEW EXPENSE WARRANTS

The Board of Village Trustees reviewed and signed Expense Warrants.

XII. ADJOURNMENT

On a motion of Mr. Goodenough, second Mr. Chynoweth, the Board of Village Trustees voted to adjourn their meeting at 9:30 P.M.