

DRAFT MINUTES-Subject to final approval

PRESENT: Candace Coburn, Emo Chynoweth, Jeffrey Kahn, Chris Miller, Phil Swanson, Mary Riley, Robbie Blish, Lynn Beach, Beth Finlayson, Michelle Fields, Sally Miller, Robert Wallace, Mary MacVey, and Macy Lawrence.

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

III. CITIZEN COMMENTS

Mr. Robert Wallace agent for Jeffrey and Rachel Kahn's property located at Highland Avenue Extension, would like to discuss the release of an easement on the property at the edge of Mt. Peg. Mr. Wallace shares with the Board photographs of the utility poles on the easement, which are no longer be in use. He also reads the easement language.

Mr. Swanson states these poles were probably used for communication.

Mr. Wallace suggests a release of the easement.

MOTION Mr. Miller, motioned to have the Village of Woodstock release the easement from the Kahn's property located on Highland Avenue Extension, and authorize the Municipal Manager to execute the release to be prepared by Mr. Kahn's attorney, in a form acceptable for filing on the Public Record.

SECONDED by Mr. Chynoweth

VOTE Motion passed, 3-0-1 (Mr. Kahn abstained)

IV. REQUESTS FOR PERMITS

A. Woodstock Union High School-Use of the Village Green for Fundraiser

The Puerto Rico Travel Group at the Woodstock Union High School would like to conduct a fundraiser for the Puerto Rico Travel tripp. The high school students would like to sell baked goods and drinks on three consecutive Saturdays, September 26, October 3 and October 10, 2015 (rain date Sundays) from 8:30A.M. to 1:15P.M.

The applicant is aware of other events occurring on the Village Green on September 26th and October 3rd .

Ms. Finlayson made a request to the Board that applicants who wish to use the Village Green for events be made aware that the electricity is provided by the Chamber of Commerce.

Ms. Coburn suggests to include this information on the Use of the Village Green application

Ms. Riley agrees to add wording to the existing application form.

MOTION Mr. Miller to approve the Use of the Village Green by Woodstock Union High School for a Fundraiser as presented

SECONDED by Mr. Kahn

VOTE Motion passed unanimously 4-0

B. Woodstock Chamber of Commerce-Wassail

1. Permit to Hold Parade

Ms. Finlayson presents the application. Advises the Board that Yankee Magazine will be highlighting the Wassail Weekend in their November edition. There are no changes to the parade route. She will work with Chief Blish.

MOTION Mr. Miller to approve the Permit to Hold Parade on December 12, 2015 from 1:30 to 3:00P.M.

SECONDED by Mr. Chynoweth

VOTE Passed unanimously 4-0

2. Use of the Village Green for the Annual Wassail Activities

Ms. Finlayson that the activities planned include food sales, yule log, caroling and luminaries.

MOTION Mr. Kahn to approve the Use of the Village Green for the Annual Wassail Activities as presented.

SECONDED by Mr. Miller

VOTE Passed unanimously 4-0

V. POLICE CHIEF'S REPORT

Chief Blish updated the Board that the Governor's Highway Safety Program DUI on Labor Day, Celebrate Our Community, and Back to School events created no public safety issues.

Complaints about dogs off leash in the Village and at town parks have required department time.

Coffee with the Chief will happen on Wednesday, September 16th from 7:00A.M. to 9:00A.M. at Ruth's Table restaurant.

Chief Blish has received quotes for patrol bicycles that range in price from \$575.00 to \$890.00. The Chief suggested that this item be looked at during next year's budget cycle. Discussion included the response time for a bicycle patrol officer from the west end of the Village to the east end.

Chief Blish stated that there may be a delay if the bike patrol officer is the only one on.

The officer may have to ride directly to the call or ride to the patrol car and respond.

Chief Blish did comment that he has received positive feedback from residents regarding the foot patrol.

VI. VILLAGE MANAGER'S REPORT

Mr. Swanson updated the Board on Village paving projects. Paving is scheduled for between September 21 and September 25, 2015.

Mr. Swanson stated that the painters from the correctional facility are doing a great job on painting the posts around the Village Green.

The Park and Ride project will move forward this fall. Stone wall and granite posts as discussed last month, installation of electrical conduits will be placed underground. There

was discussion concerning a grant for electronic vehicle charging stations which may be available sometime in the future.

VII. OLD BUSINESS

A. Warning For Special Village Meeting

Mr. Swanson stated that the Warning is asking to rescind the action taken at a Special Village Meeting held on July 14, 2015, which authorized funds designated for a “parking facility”. The funds are no longer needed.

MOTION Mr. Miller to sign the Warning For Special Village Meeting to be held on October 13, 2015.

SECONDED by Mr. Kahn

VOTE Passes unanimously, 4-0

B. Court House Parking

Mr. Swanson informs the Board that the Windsor County Court would like to reconfigure their parking lease from the Village. The lease would still run from October 15, 2015 to June 15, 2016. There will be no loss of income to the Village.

MOTION Mr. Kahn to accept the Windsor County Court House parking proposal as presented.

SECONDED by Mr. Miller

VOTE Passes unanimously, 4-0

VIII. NEW BUSINESS

A. Snow Dump Accounting

Mr. Swanson refers the Board to his memo dated September 2, 2015, summarizes the activities and accounting of the re-designed Snow Dump.

B. Trustee to Serve on Fire Chief Interview Committee

The Board discussed the topic of nomination of a Trustee member to serve on the Fire Chief Interview Committee.

MOTION Mr. Miller to nominate Mr. Chynoweth to serve.

SECONDED by Ms. Coburn

VOTE Passes, 3-0-1 (Mr. Chynoweth abstained)

C. Halloween-

1. Closing of Streets

MOTION by Mr. Miller to close High Street, Golf Avenue and Maple Street from 5:00P.M. to 8:00P.M. for Halloween.

SECONDED by Mr. Kahn

VOTE Passes unanimously, 4-0

2. Consider Money for Candy Purchase

The Board discussed requesting a sharing of funds with the Town of Woodstock for this event.

MOTION Mr. Miller to TABLE this item pending the outcome of the Select Board meeting of September 15, 2015.

SECONDED by Mr. Kahn

VOTE Passes unanimously, 4-0

3. UNICEF

No discussion.

IX. APPROVAL OF MINUTES

Minutes from the Trustee Meetings of July 14, 2015 and August 11, 2015 were discussed.

MOTION Mr. Miller to approve the July 14th and August 11th 2015 minutes as corrected.

SECONDED by Mr. Chynoweth.

VOTE Passes unanimously, 4-0

X. OTHER BUSINESS

Mr. Miller asks what the cost is to the Village is to maintain the parking meters.

Chief Blish advises that the budget has a line item of \$2,500.00 to purchase new meters and a maintenance line item of \$2, 500.00. He has not exceeded these amounts.

There was brief discussion of a parking moratorium in Spring 2016 for one month. This will be discussed again at some point in the future.

XI. REVIEW EXPENSE WARRANTS

The Board of Village Trustees reviewed and signed Expense Warrants for the Village.

Board of Village Trustees

September 8, 2015

XII. ADJOURNMENT

The Board of Village Trustees voted to adjourn the meeting at 8:25P.M.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn, Chair

Emo Chynoweth

Jeffrey Kahn

Chris Miller