

BOARD OF VILLAGE TRUSTEES
November 10, 2015
7:00 P. M.
Woodstock Town Hall

MINUTES

DRAFT-Subject to final approval

PRESENT-Candace Coburn, Emo Chynoweth, Ward Goodenough, Chris Miller, Jeffrey Kahn, Phil Swanson, and Lynn Beach

OTHERS PRESENT-Chief Blish, Macy Lawrence

I. CALL TO ORDER

Ms. Coburn called the meeting to order at 7:01PM.

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

III. CITIZEN COMMENTS

Ms. Beth Finlayson, Director, Woodstock Chamber of Commerce, thanked the Board for their donation towards the Holiday lights for the Village. The lights are scheduled to be placed at the end of November.

IV. REQUESTS FOR PERMITS

a) Permit for Use of the Village Green-

1. Pentangle Arts & Artistree-(VT Flurry & Snow Sculpture Event)

Alita Wilson, Executive Director of the Pentangle Arts Council presented the request for Use of the Village Green to host the Vermont Flurry and Snow Sculpture Festival on February 12th through 14th 2016. The event is scheduled to be the same as last year. However, Ms. Wilson is making arrangements to pay the Woodstock Chamber for electric charges during the event. She is also working to include more events for children.

MOTION by Emo Chynoweth to approve the Use of the Village Green Permit to Pentangle Arts & Artistree for the Vermont Flurry on February 12-16, 2016.

SECONDED by Mr. Kahn.

VOTE Passes unanimously, 5-0-0.

V. POLICE CHIEF'S REPORT

Chief Robbie Blish presented his report about the motor vehicle accident which damaged the antique fence and other structures, on the Village Green earlier this week. Chief Blish stated that he is encouraging anyone who may have witnessed the accident or if any cameras in the area, have recorded the incident to please contact him at (802) 457- 1420. Other items in the Chief's report included:

Halloween 2015 had no police issues.

The Woodstock Police Department is participating in the Click It or Ticket Campaign for the Governor's Highway Safety Program this year throughout the Thanksgiving Holiday. A reminder that seat belts save lives.

Coffee with the Chief this month will be held on Monday, November 30th from 7:00AM-9AM at Maplefield's.

Chief Blish updated the Board that his department issued warrant for the incident which occurred in June at the Unicorn Gift Shop and Mountain Creamery.

And a reminder that winter parking rules take effect Sunday, November 15th .

VI. VILLAGE MANAGER'S REPORT

Mr. Swanson followed up about this week's accident which affected property loss on the Village Green. He explained that the Town will submit an insurance claim and let the parties involved with the accident work it out. Mr. Swanson clarifies that this incident is an insurable loss. Mr. Swanson stated that there are more posts and fence impacted due to the accident and still needs assessing. He informed the Board that the repair will involve making molds of the posts of the antique fence which will be used for repair from this accident and for future repairs to the fence if needed. Mr. Swanson stated that the fence will not be able to be repaired until next summer due to the type of

specific work that is needed. A temporary fence will be constructed and installed which will be safe and secure. The temporary fence can be repurposed once the antique fence has been repaired and restored.

Mr. Kahn inquired about the status of the parking meters.

Mr. Swanson responded that the two meters impacted will be repaired and replaced.

Mr. Miller asked about the bases of the original posts which appeared to not be set in concrete.

Mr. Swanson stated that the posts were not originally placed in concrete but actually the holes now are loaded with roots. Springfield Fence will be inspecting and will conduct the repair.

Ms. Coburn suggested that once the molds of the fence posts and finials have been created, perhaps the Village should look at making extras parts as a precaution.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

a) Discussion of Norman Williams Public Library Lease

Ms. Emily Boyd, Selectman's Rep on the Library Board of Trustees, presented a proposal from the Library for a lease of the library's parking lot for a period of 5 years from July 1, 2016 through June 30, 2021.

Mr. Miller asked about the revenue amount earned from Courthouse parking meters.

Mr. Swanson recalls breaking even, which doesn't take into account the seasonal upkeep of the lot. He also stated that when the Village looks at paving the lot, will have to look at reworking the agreement for a longer period.

MOTION by Mr. Goodenough to approve the terms of the 5 year lease agreement with the Norman Williams Public Library parking lot from July 1, 2016 through June 30, 2021.

SECONDED by Mr. Chynoweth.

VOTE Passes unanimously, 5-0-0.

b) Welcome Center

Mr. Swanson presented the proposed plans for the Chamber of Commerce to have office space in an addition to the Welcome Center. The cost of the construction would be paid by the Chamber in

rent and the Town would borrow the money. He stated that the existing ground lease has 15 years left on it. He suggested that the Board begin the discussion of the mutual extension of a new lease for this property and the lease for the property at the Emergency Services Building as the same terms applied to that project.

This proposed project for the Chamber will require a zoning permit but does not require action by the Board at this time.

c) Snow Dump Update

Mr. Swanson updated the Board about one feature of the redesigned snow dump which necessitates that the Village obtain an easement from the Woodstock Resort Corporation. This easement would provide roadway access to the lower field where the snow will be stored. He is also awaiting revised plans from Otter Creek Engineering.

d) Park & Ride Report

Mr. Swanson thanks Mr. Miller for the drawing submitted showing a possible land swap proposal. Mr. Miller explains that he's tried to keep both pieces of land the same size. And keeping areas paved that should be paved for buses.

Mr. Swanson recaps that site work will begin this fall which will include burying conduit, doing the drainage and grading work, placing a hard pack surface on parking lot and installing granite posts along portion of the site parallel to the river .

Mr. Swanson referenced a photograph of a stone wall for the Board members to view. Examples of stone were displayed.

Mr. Swanson will proceed and have a quote completed using the examples of stone provided.

e) Status of Painting Projects

Mr. Swanson explained that 2015 was the first year that the Village hired a paint crew through the State of Vermont, Corrections Department. This program charges a rate of pay of \$30.00 per person per day is used to pay for program administration. A work crew supervisor was with the workers at all times. Due to the volume of people on the sidewalk and around the Village Green, the crew was not able to spend a full day on the job. The crew painted trash and recycling barrels, parking meter posts, the antique fence around the Village Green and the decorative light posts. The also assisted with the removal of the flower baskets hung on the light posts. He was pleased with the performance of the crew and with their polite demeanor towards the public. For a crew of people whose only reward was to spend some time out side of the prison, they did a great job.

IX. APPROVAL OF MINUTES-From October 13, 2015, Meeting; October 20, 2015 Special Meeting, & October 29, 2015 Special Meeting

October 13, 2015-Special Village Meeting-(Don Wheeler's)

MOTION by Mr. Miller to approve the minutes of the Special Village Meeting as presented.

SECONDED by Mr. Chynoweth.

VOTE Passes unanimously, 5-0-0.

October 13, 2015-Village Trustees Meeting-

MOTION by Mr. Kahn to approved the minutes of the Trustees meeting of October 13, 2015 as amended to add a description of 'personnel issue' to the Item #VIII (B. Executive Session).

SECONDED by Mr. Chynoweth.

VOTE Passes unanimously, 5-0-0.

October 20, 2015-Special Meeting, Site Walk-

MOTION by Mr. Miller to approved the minutes of the Special Meeting on October 20, 2015.

SECONDED by Mr. Kahn.

VOTE Passes unanimously, 5-0-0.

October 29, 2015-Special Meeting, Site Walk-

MOTION by Mr. Miller to approved the minutes of the Special Meeting on October 20, 2015.

SECONDED by Mr. Kahn.

VOTE Passes unanimously, 5-0-0.

X. OTHER BUSINESS

Mr. Miller inquired about estimates for installation of the EV Charging units.

Mr. Swanson does not have any figures at this time.

XI. REVIEW EXPENSE WARRANTS

XII. ADJOURNMENT

MOTION by Mr. Miller to adjourn the meeting at 7:41PM.

SECONDED by Mr. Goodenough.

VOTE Passes unanimously, 5-0-0.

Respectfully submitted

Lynn Beach

Candace Coburn, Chair

Emo Chynoweth

Ward Goodenough

Jeffrey Kahn

Chris Miller