

**VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES
January 10, 2017
7:00 P. M.
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

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

OTHERS PRESENT: Chief Robbie Blish, Michael Brands, Elizabeth Finlayson, Wendy Spector, Michael Weinberger, Michelle Fields, and Macy Lawrence

I. CALL TO ORDER

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

II. CITIZEN COMMENTS

Ms. Coburn congratulated Mr. Chynoweth on his being honored as Citizen of the Year by the Woodstock Rotary Club.

Ms. Coburn also shared that this meeting is Mr. Chynoweth's last meeting as he has handed in his resignation.

Mr. Nick Ferro, owner N.T. Ferro, expressed his appreciation to all the Trustees for the approval of the Employee Parking Lot on Mechanic Street. He stated all 16 spaces are now rented by employees who work at Village businesses. He also shared that the employees benefit greatly from the monetary savings created by this parking option.

Ms. Finlayson stated she has heard of concerns regarding the new lot.

The Board agreed there may be some getting used to a change like this.

Mr. Ferro opined that the employees now using the lot have freed up on-street, meter parking spaces for shoppers and visitors.

Ms. Coburn read a letter received from Ms. Deborah Phillips and Ms. Nancy P. Pike and a petition signed by Woodstock area residents objecting to the creation of the Employee Parking Lot on Mechanic Street.

The Board acknowledged the concerns of the petitioners.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

IV. PUBLIC HEARING-PLANNING COMMISSION

a) 79 Pleasant Street (Parcel 21.52.16) add parcel to Commercial/ Light Industrial District

Ms. Coburn opened the Public Hearing at 7:08 PM.

Mr. Michael Brands, Town Planner and Mr. Weinberger property owner, presented the application. The proposed change is to add a 0.24 acre parcel to the Commercial/Light Industrial zone. The proposed use would be similar to the previous use. The land area is quite small with few options for use due to proposed setbacks and placement of structure. Mr. Brands informed the Board that the proposed zoning change would allow a local company the opportunity to continue operating in the area after a multi-year search for an amenable property. The use would be equivalent to the previous use.

MOTION by Mr. Agin to approve the addition of parcel 21.52.16., 79 Pleasant Street, (currently zoned Residential High Density) to the Commercial/Light Industrial district, as presented.

SECONDED by Mr. Chynoweth

DISCUSSION None

VOTED 5-0-0, Passed unanimously.

Mr. Brands stated the zoning change will become effective 21 days from this approval.

V. REQUESTS FOR PERMITS

a) Use of The Green

1. Woodstock Snow Sculpture Festival

Ms. Wendy Spector, Pentangle Arts Board Member, presented the application. She stated that the event, The Vermont Flurry: Woodstock Snow Sculpture Festival is the same as previous years. This year though, the organizers would like to have a heated tent on The Green this year. The tent would be heated with propane and provide a warming area for the sculptors.

MOTION by Mr. Kahn to approve the Woodstock Snow Sculpture Festival for February 17 – 19, 2017, between the hours of 10AM to 10PM daily, with the approval including the addition of a heated tent.

SECONDED by Mr. Goodenough

DISCUSSION Ms. Coburn reminded the organizers to abide by the requirements for clean-up.

VOTED 5-0-0, Passed unanimously.

2. Market on The Green

Elizabeth Finlayson, Director of the Woodstock Chamber of Commerce presented the application. She requested consideration for the Market to run from May 31st – October 11, 2017, between the hours of 1PM-7PM which includes set-up and break-down. The Market will keep the same percentage of vendors as past years.

MOTION by Mr. Agin to approve the permit for Market on The Green 2017, between the dates of Wednesday, May 31st through Wednesday, October 11 between the hours of 1PM and 7PM, as presented.

SECONDED by Mr. Goodenough.

DISCUSSION None

VOTED 5-0-0, Passed unanimously.

3. Maple Madness

Ms. Finlayson presented the application for Maple Madness 2017, which will be similar to past year's events to include sugar on snow, maple butter popcorn, a fire in a metal fire pit, live demonstrations from VINS and Andrew Pearce bowls and other kid-friendly activities. The event is scheduled for March 25, 2017, from 11AM to 1PM.

MOTION by Mr. Chynoweth to approve the application for Maple Madness 2017, on Saturday, March 25, 2017, from 11AM to 1PM, as presented.

SECONDED by Mr. Goodenough

DISCUSSION None

VOTED 5-0-0, Passed unanimously.

4. Art Festival

Ms. Finlayson presented the application for the annual Art Festival scheduled for September 9th and 10th, 2017, which will include up to 40 juried artists, and food provided by local restaurants on both days. The request includes the setting up of tents on Friday night and then the artists to finish setting up by 10AM on Saturday.

MOTION by Mr. Agin to approve the permit for the Woodstock Art Festival on September 9th and 10th, 2017, from 10AM to 5PM on both days and allowing the setting up of tents on Friday, September 8th at 8PM.

SECONDED by Mr. Chynoweth

DISCUSSION None

VOTED 5-0-0, Passed unanimously

5. Wassail Weekend

Ms. Finlayson presented the application for a permit for Wassail Weekend 2017 on Saturday, December 9th which would include the sale of food, hot drinks and wassail and alcohol located in a roped off area. As previous years the permit includes a bonfire and luminarias.

MOTION by Mr. Kahn to approve the permit with activities, food and drinks during Wassail Weekend Saturday, December 9, 2017 from 9AM-6PM which includes time for set-up and breakdown.

SECONDED by Mr. Agin

DISCUSSION None

VOTED 5-0-0, Passed unanimously.

b) Event on Public Street

1. Taste of Woodstock

Ms. Finlayson presented the application for the annual Taste of Woodstock. There are no changes from past years. The dates for 2017 would be August 12, 2017 from 10AM to 9PM which includes the closing of Elm Street, sidewalk chalk art, music and food from local restaurants.

MOTION by Mr. Goodenough to approve the permit for an Event on a Public Street for the Taste of Woodstock, Saturday, August 12, 2017, from 10AM to 9PM which allows the closing of Elm Street and coordinating with Chief Blish, as presented.

SECONDED by Mr. Chynoweth

DISCUSSION Mr. Agin asked about the timing of the sidewalk sale.

VOTED 5-0-0, Passed unanimously.

2. Wassail Parade

Ms. Finlayson requested a permit for the Annual Wassail Parade to be held on Saturday, December 9, 2017, from 2PM to 3PM. She will coordinate with Chief Blish as to traffic patterns and parking.

MOTION by Mr. Agin to approve the permit for a Parade on a Public Street for the Wassail Parade, Saturday, December 9, 2017 from 2PM to 3PM, which includes coordination with Chief Blish for parking and parade logistics.

SECONDED Mr. Goodenough

DISCUSSION Mr. Goodenough inquired about any changes from last year.

VOTED 5-0-0, Passed unanimously.

VI. POLICE CHIEF'S REPORT

Chief Robbie Blish presented his report to the Board:

Chief brought a new credit card meter for the Board to view. A representative from the parking meter company is coming to the Village to assist with the installation process.

- The Department thanked the Trustees for their Holiday gifts.
- The Department participated with the Governor's DUI program over the holidays. He stated believes the DUI's have been up this year.
- Warrants have been issued for the recent bank robberies.

Mr. Goodenough thanked the Chief and his Department for the changeover of parking meters.

VII. VILLAGE MANAGER'S REPORT

a) Village Financial Report

No Report Received

b) Snow Dump

Mr. Swanson shared with the Board that the \$130,000 grant for the Snow Dump has been approved by the State. He is trying to get some of the soft costs taken care of in an effort to lower the cost to Sustainable Woodstock.

VIII. OLD BUSINESS

a) Police Protection Inter Local Contract

Mr. Swanson discussed the Police Protection Inter Local Contract. This is an agreement between the Village Trustees and the Select Board of the Town of Woodstock to share the cost of police services.

b) Parking

1. Employee Parking Lot

Discussed under item II. Citizen Comments

2. New Meters

Discussed under item VI. Police Chief's Report

IX. NEW BUSINESS

a) Discussion of Village Report Cover Picture and Dedication

Mr. Swanson would like the Board to think about this for their Annual Report.

b) Nominating Petitions

Petitions are due February 13, 2017 with 10 voter’s signature on the petition.

c) North Street-Stonewall Repair Bid Tab

Mr. Swanson informed the Board that no proper bids were received. He is requesting a re-bid of this involved project.

MOTION by Mr. Goodenough to allow a re-bid of the North Street Wall project.

SECONDED by Mr. Kahn

DISCUSSION None

VOTED 5-0-0, Passed unanimously.

d) Schedule Budget Hearings

The Board discussed scheduling of budget hearings.

X. APPROVAL OF MINUTES-December 13, 2016 and December 19, 2016

December 13, 2016-

MOTION by Mr. Kahn to approve the minutes of the December 13, 2016 with these corrections: Page 4, Section IX. Old Business, Item (a) correction of wording of VOTE and Page 6, Section X. New Business, Item (b) In the MOTION to read: “...by Mr. Kahn *to authorize* Mr. Swanson to proceed with *the cost of* legal assistance from VLCT in regards to the process of writing a Plan of Merger.”

SECONDED by Mr. Agin

DISCUSSION None

VOTE 4-0-1(Coburn), Motion Passed

December 19, 2016-

MOTION by Mr. Chynoweth to approved the minutes of December 19, 2016, as presented.

SECONDED by Mr. Agin

DISCUSSION Mr. Kahn clarified that under Section V Budget, the wage percentage range of 4%, 3%, and 2% were approved noting that no wage of 4% would be given.

VOTED 5-0-0, Passed unanimously.

XI. OTHER BUSINESS

None

XII. REVIEW EXPENSE WARRANTS

The Board reviewed expense warrants.

XIII. ADJOURNMENT

MOTION by Mr. Goodenough to adjourn at 7:51PM.

SECONDED by Mr. Chynoweth (his final motion)

DISCUSSION None

VOTED 5-0-0, Passed.

Respectfully submitted,

Lynn Ellen Beach