

VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES
April 11, 2017
7:00 P. M.
Woodstock Town Hall
APPROVED MINUTES

Present: Jeffrey Kahn, Cary Agin, Ward Goodenough, Keri Cole, Serena Nelson, Phil Swanson, and Lynn Beach

Others Present: Virginia Dean, Macy Lawrence, Ana DiNatale, Chief Blish, Elizabeth Finlayson, Sally Miller,

I. CALL TO ORDER

Mr. Kahn called the meeting to order at 6:59PM.

II. CITIZEN COMMENTS

None

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

a) Revision to Title 8, Chapter 2; §8237. One-way streets and alleys; restricted streets

Mr. Swanson stated that this revision would be taken up at the next Trustee's meeting along with the amendment to Title 8; Appendix A.

This item **TABLED** until the next meeting on May 9, 2017.

b) Request for permission to conduct wine tastings at Market on The Green

Ms. Finlayson stated that this vendor, Vermont Vines on the River, LLC, is seeking permission from the Board to allow wine sales and wine tastings of their made in Vermont wines during the Market on The Green this year.

MOTION by Mr. Agin to allow Vermont Vines on the River, LLC, Stacy Harriman, owner, to sell wine and conduct wine tastings during the 2017 Market on The Green events, in adherence with the state regulations and licensing.

SECONDED by Ms. Cole

DISCUSSION None

VOTE 5-0-0, Passed.

IV. REQUESTS FOR PERMITS

a) Use of Sidewalks

1) Chamber of Commerce-Sidewalk Sale May 26 & 27th

Ms. Beth Finlayson, Director of the Chamber of Commerce presented the request to hold a two-day Sidewalk Sale on May 26th and 27th, 2017, Memorial Day Weekend.

2) Chamber of Commerce-Sidewalk Sale August 19 & 20th

Ms. Beth Finlayson, Director of the Chamber of Commerce presented the request to hold a two-day Sidewalk Sale on August 19th & 20th, 2017, not the Taste of Woodstock.

Mr. Kahn asked for clarification as to the change of the days of week from Friday and Saturday to Saturday and Sunday.

Ms. Miller stated that the Naked Table event is also scheduled Saturday and

Sunday, August 19th and 20th, 2017.

After discussion, Ms. Finlayson amended the dates of the original request to reflect the Sidewalk Sale for Friday and Saturday, August 18th and 19th, 2017.

MOTION by Ms. Cole to approve the Sidewalk Sale for May 26 & 27, 2017, and the amended Sidewalk Sale request for August 18 & 19, 2017, as presented.

SECONDED by Mr. Agin

DISCUSSION None

VOTE 5-0-0. Passed

b) Use of The Green

1) Annual Chili Cook-Off

This item **TABLED** in anticipation of an application.

c) Event on Public Street

1) John Langhan's Green Mile Road Race

This item **TABLED** in anticipation of an application.

V. POLICE CHIEF'S REPORT

Chief Blish discussed parking meter revenue and presented comparisons of meter revenue from 2016 to 2017. He will continue to monitor the meter revenue and update the Board.

He stated that all current employee parking permit holders have been renewed for another three months. Chief then gave his report:

- This week, April 9th -April 15th is telecommunications week – the unsung heroes of Public Safety.
- April is Distracted Driving Awareness Month and the Department will be addressing.
- A radar speed sign has been erected on the east end, near Worthy Kitchen.
- The radar speed sign on the west end is not working properly, and suggested using grant money for a portable radar speed sign.
- Officer Ryan-LeBlanc is ready to go.
- Officer Linton is in training and finished number one in his class.
- The Department continues to monitor School Street for violations to the travel restrictions during school time hours.
- Winter parking ban expires April 15th.

Mr. Kahn asked about the arrangement of meeting with Parking Enforcement personnel.

VI. VILLAGE MANAGER'S REPORT

a) Village Financial Report

Mr. Swanson discussed the Financial Report.

He updated the Board that the State will be releasing funds to cover the various studies which were conducted for the approval of the new Snow Dump.

Mr. Agin asked about additional expenses which may occur from the new Snow Dump site going forward. Mr. Swanson stated there's additional annual testing required, there is a greater distance for the trucks to drive to deposit snow, as well as the necessity for the addition of one more dump truck to streamline the snow removal operation.

Mr. Swanson is getting the word out that Green Up Day will occur Saturday, May 6th. All interested folks are to meet at 8AM at the Town Hall for routes and bags and then refreshments after the collection.

VII. OLD BUSINESS

a) Trash and Recycling Bins

Mr. Swanson introduced Ana DiNatale who is on the Sustainable Woodstock Trash and Recycling Committee. Ms. DiNatale answered questions as the Board reviewed the proposed choices presented.

This item has been **TABLED** until the next Trustee’s meeting on May 9, 2017, for additional research.

b) Proposed Amendments to the Woodstock Village Ordinances

1) Parking Restriction on Church Street

Mr. Swanson discussed the Board’s concern with the narrowing of the travel lane on Church Street during Sunday morning church services. Mr. Swanson has drafted an amendment and suggested an invitation to the two churches which this ordinance will affect.

Mr. Kahn suggested a seasonal restriction.

Mr. Swanson informed the Board that there will be another amendment to Title 8 to discuss next meeting.

This item has been **TABLED** until the next regular meeting on May 9, 2017.

VIII. NEW BUSINESS

a) 911 Address for 32 Pleasant Street

Mr. Swanson stated VT911 has contacted the Fire Chief with information that two addresses share the same street number. The Ottauquechee Health Center (OHC) and Simmons House are listed at 32 Pleasant Street. Mr. Swanson suggested a change of address for the Simmons House to 30 Pleasant Street and OHC staying at 32 Pleasant Street.

MOTION by Mr. Agin to change the Simmons House VT 911 address to 30 Pleasant Street and OHC to remain at 32 Pleasant Street.

SECONDED by Ms. Cole

DISCUSSION None

VOTE 5-0-0, Passed.

b) 28 Central Street-Fence in Right of Way Request

Ms. DiNatale, co-owner of the Mon Vert Café, which is relocating to 28 Central Street, is seeking permission to erect a fence around the outdoor seating area in the front of the building. The fence would be placed in the Village right-of-way and therefore needs permission.

MOTION by Mr. Agin to approve the placement of a vinyl fence surrounding an outdoor eating area, in the Village right-of-way, at 28 Central Street, with the requirement that a brick be removed for placement of each fence post which would allow five-feet of width on the front sidewalk.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 5-0-0, Passed.

c) Re-Appoint the Administrative Officer (per Title 24; Ch 117;Sec 4448)

Mr. Swanson stated that the Administrative Officer must be appointed by the Board of Village Trustees and the Select Board per Title 24; Ch 117; Sec 4448.

MOTION by Mr. Goodenough to reappoint Michael E. Brands, AICP as Administrative Officer for the Village of Woodstock until the year 2020, as per Title 24; Ch 117; Sec 4448 of the VT State Statutes.

SECONDED by Mr. Agin

DISCUSSION None

VOTE 5-0-0, Passed.

d) Speed-Radar Feedback Sign by Rec Center

Mr. Swanson updated the Board that the recently placed radar speed sign at the west end of the Village.

Additional discussion **TABLED** until May 9, 2017 meeting.

e) Review Specifications to Pave the Park & Ride Parking Lot

The Board reviewed the bid specifications to pave the Park & Ride parking lot.

f) Post Office Bridge No. 51-Request for Parking for Workers

Mr. Swanson has received a request from the State AOT for parking for construction workers during the Bridge No. 51 project. Mr. Swanson stated there will be time to discuss this issue with the engineers during the Public Hearing at the Joint Board Meeting on Tuesday, May 16th.

IX. APPROVAL OF MINUTES- March 14, 2017, Village Meeting Minutes of March 21, 2017 and Meeting Following Village Meeting of March 21, 2017

MOTION by Ms. Nelson to approve the minutes of March 14, 2017, Village Meeting Minutes of March 21, 2017 and Meeting Following Village Meeting of March 21, 2017.

SECONDED by Ms. Cole

DISCUSSION None

VOTE 5-0-0, Passed.

X. OTHER BUSINESS

a) Request permission to hold St. James Fair on July 15, 2017

The Board received a request to hold the 92nd annual St. James Fair on Saturday, July 15, 2017. There are no changes to the event from previous years.

MOTION by Ms. Nelson to approve the annual St. James Fair on Saturday, July 15, 2017, from 7:00AM to 5:00PM, on the small common in front of the church, as presented.

SECONDED by Ms. Cole

DISCUSSION None

VOTE 5-0-0, Passed

b) Request permission to hold the Annual Naked Table Event on August 19 & 20, 2017

Ms. Miller stated that this is the annual event, utilizing the Middle Bridge on Sunday August 20th, 2017.

MOTION by Mr. Agin to allow the Annual Naked Table Event for 2017 on August 19th and August 20th, 2017.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 5-0-0, Passed.

c) Safe Routes to School-Agreement/Project Management Services

Mr. Swanson stated that this is an agreement to allow TRORC to be the Project Management Services for the Woodstock South Street Sidewalk project with VTrans.

MOTION by Mr. Goodenough to authorize the Municipal Manager to enter an agreement with the Two Rivers-Ottawaquechee Regional Commission (TRORC) for Project Management Services for the Woodstock South Street Sidewalk VTrans project number CA0347.

SECONDED by Ms. Cole

DISCUSSION Mr. Agin asked for further clarification as to the scope of the project.

VOTE 5-0-0, Passed.

XI. REVIEW EXPENSE WARRANTS

The Board reviewed expense warrants.

XII. ADJOURNMENT

MOTION by Mr. Goodenough to adjourn the meeting at 8:19PM.

SECONDED by Mr. Agin

DISCUSSION None

VOTE 5-0-0, Passed.

Respectfully submitted,

Lynn Ellen Beach

Jeffrey Kahn, Chair
Ward Goodenough
Cary Agin
Keri Cole
Serena Nelson