

**VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES**

**May 9, 2017
7:00 P. M.**

**Woodstock Town Hall
REGULAR MEETING
DRAFT MINUTES**

DRAFT-Subject to approval

Present: Jeffrey Kahn, Cary Agin, Serena Nelson, Phil Swanson, and Lynn Beach

Others Present: Michelle Fountain, Macy Lawrence, Chief Blish, UU Church, St. James Episcopal, Jill M. Davies, Jack Nelson, Elizabeth Finlayson, Kerry Rosenthal, Jeff Zayas, and Sari White

I. CALL TO ORDER

Mr. Kahn called the meeting to order at 7:01PM.

II. CITIZEN COMMENTS

Ms. Elizabeth Finlayson, Director of the Woodstock Chamber of Commerce, has received a request from a member of the New England Soaring Society to place a glider on display at the May 31st and June 7th Markets on The Green events this summer. The glider would be trailered to the Village, then assembled on site.

Mr. Kahn advised that the glider must not block the pathway and that the tow vehicle and trailer would be removed from The Green after unloading.

The Board was in agreement to allow the display of a glider at the Market on The Green.

Mr. Jeffrey Zayas, owner Zayas Jewelers, requested permission to provide music live outside his store on Friday evenings, from 5PM to 8PM, for 8 weeks during the summer. He would like to reserve the parking space in front of his store so as not to block the sidewalk.

Mr. Kahn indicated the Village will need a certificate of insurance and suggested a barrier between the venue and the travel lane.

The Board was in agreement to allow live music on Friday evenings throughout the summer.

Mr. Zayas stated he had additional concerns/requests of the Board which were:

- That the street sweeper be run weekly.
- That the tree grates be re-installed in the Village.
- He noted a dead tree in front of the Vermont Flannel Store.
- Requested that the street tree in front of his store be removed as it was too large.
- Requesting permission to place a semi-circular bench around the street tree in front of his store.
- Additional doggie poop bag stations be placed in the Village.
- The painting of parking space 'T's' along the streets be painted to the curb.
- He queried as to when the bicycle racks would be installed for the season.
- He inquired when Teagle Landing would have its' spring clean-up.
- He requested the Village Trustees and Select Board to use EDC funds to pay merchant's rent for time that Bridge No. 51 is under construction.
- Requested that the Trustees discuss with Select Board a method to fine property owners who do not maintain their buildings.

Mr. Kahn stated the Board will consider his requests, however they would like more detail on the type and style of the proposed semi-circular seat.

The Board suggested Mr. Zayas attend the Public Meeting on the Post Office Bridge Project on May 16, 2017, at 6PM to listen to the presentation by the Agency of Transportation.

Mr. Swanson stated he will contact the Tree Warden to assess the street trees of concern.

Ms. Kerry Rosenthal, Program Manager for the Norman Williams Library, discussed a request they received to conduct an historic reenactment camp on the front lawn of the Library on the first or second weekend of October. The specific weekend had not been finalized. The Board had additional questions and concerns and advised Ms. Rosenthal to have the reenactment organizer attend an upcoming Trustee meeting.

Mr. Kahn thanked Ms. Nelson for her suggestion of placing the Trustee's agenda on the Woodstock Digest.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

a) Permit to Hold an Event on Public Street or Highway

1. Vermont 100 Endurance Race

There was no one in attendance to speak for the application. This event is in its' 29th year and is scheduled to occur July 15 & 16, 2017.

MOTION by Mr. Agin to approve the Vermont 100 Endurance Race on the race course map provided, during the weekend of July 15 and 16, 2017.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

1. Safe Routes to School-Bid Tabulation

I. Construction Inspection Services

Mr. Swanson stated the bid tabulation presented is for construction inspection services for the Safe Routes to School sidewalk project. The bid analysis was also presented.

MOTION by Mr. Agin to approve Pathways Consulting for Construction Inspection Services for Safe Routes to School SRIN (44), South Street Sidewalk Project for the amount quoted of \$24,340.00.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

2. Electricity on Mt. Tom

Mr. Swanson shared photographs showing the electric line that provides electricity to the star on Mount Tom, tied up in trees along the Woodstock Burying Ground property line on River Street. The abutter to the cemetery property has subdivided the lot and would like to trim the trees. Mr. Swanson said that the Woodstock Rotary maintains the electric for the Star and would like to propose placing the lines underground electricity. He requested and received permission to use Public Works to equipment and employees to dig the trench for the wires.

3. Schedule Special Meeting of the Board

Mr. Swanson requested consideration of a Special Meeting of the Board on Tuesday, May 16, 2017, at 5:25 to review the bid tabulation for the construction work on South Street.

The Board was agreeable to the date and time.

IV. REQUESTS FOR PERMITS

a) Use of The Green

1) Spectrum Teen Center-Annual Chili Cook Off

The annual Chili Cook-Off will be celebrating their 27th year this year. There are no changes proposed from years' past.

MOTION by Mr. Agin to approve the request for Use of The Green for the Spectrum Teen Center-Annual Chili Cook Off for September 30, 2017, as presented.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

2) Pentangle Light Garden

Ms. Nelson, wearing her 'other hat', presented the request for the 5th Annual Pentangle Light Garden on September 22nd and 23rd. There are no changes from previous years' events.

MOTION by Mr. Agin to approve the Pentangle Light Garden event on September 22 and 23, 2017 with the condition that the cleanup be completed by 12 NOON on Sunday, September 24, 2017.

SECONDED by Mr. Kahn

DISCUSSION None

VOTE 3-0-0, Passed.

b) Event on Public Street

1) John Langhans Road Race

The permit request for the Annual John Langhans Road Race would take place on July 4, 2017, from 7AM to 1PM, with a crowd size of approximately 200.

MOTION by Mr. Agin to approve the John Langhans Road Race on July 4, 2017 from 7AM to 1PM, as presented.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

V. POLICE CHIEF'S REPORT

Chief Blish presented his report to the Board:

- Prom season is coming up on May 20th with extra patrols scheduled
- The distracted driving initiative was successful. Additional campaigns will be done in the future.
- May 22-June 6 is the Governor's Highway Safety Program of 'Click It or Ticket'
- Officers at high school to introduce kids to dangers of texting and driving
- The east end speed sign is awaiting a solar panel
- Drug take back was very successful (88 lbs.)
- Coffee with the Chief at Mon Vert Café went well
- Chief reminded all to scams as there are a few out there.
- May 14th -20th Fallen Police week (remembrance)
- Parking meter company assisted Chief with proper categorization of the meter fees
- Credit card usage reflects about 22% of the meter fees. Stickers have been placed on the meters reminding users to place coins in slowly.

VI. VILLAGE MANAGER'S REPORT

a) Village Financial Report

The Board reviewed the Financial Report.

VII. OLD BUSINESS

a) Proposed Amendments to the Woodstock Village Ordinances

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

Mr. Swanson proposed a onetime Revision to Title 8; which includes this Chapter 2; to amend the Ordinance to allow for official school buses.

Mr. Zayas inquired about limiting parking in front of the school during school pick up and drop off hours and making a change to the Ordinance.

Chief Blish will try to have an officer near the school more frequently.

Mr. Swanson stated he can attend a school board meeting to discuss this concern.

It was agreed by the Board that additional research is necessary.

This item **'TABLED'** until their June 13, 2017 meeting.

2) Parking Restriction on Church Street

Mr. Jack Nelson, representative of the North Universalist Chapel addressed the Board with his observations in regards to limiting parking on the street during services. He stated a change of Ordinance would affect a lot of members.

Ms. Sari Nelson, St. James Episcopal Church Parish Administrator and member of the Woodstock Ambulance volunteer, has experienced safety problems due to on street parking during both churches services. She feels that wintertime is a bigger issue especially for emergency vehicles.

Mr. Kahn suggested changing the Ordinance seasonally as the Parking Ban (November 15 – April 15).

This item **'TABLED'** until next meeting of June 13, 2017.

3) Amendment to Title 8, Chapter 2;§8222. Traffic Ordinances; Post Office Bridge Temporary Parking Restrictions

Mr. Swanson would like to present this change at next month's meeting as more work is needed on this amendment to look closer at traffic flow.

This item **'TABLED'** until their next meeting of June 13, 2017.

b) Bid Tabulation-Paving Park & Ride

Mr. Swanson presented the Bid Tabulation for the Paving of the Park & Ride. There were three vendor responses.

MOTION by Ms. Nelson to accept the bid from Springfield Paving based on their per tonnage price of \$89.33.

SECONDED by Mr. Agin

DISCUSSION Ms. Davies inquired whether all utilities at the Park & Ride would be installed before paving.

VOTE 3-0-0, Passed.

VIII. NEW BUSINESS

None

IX. APPROVAL OF MINUTES- April 11, 2017 and April 26, 2017

MOTION by Ms. Nelson to approve the minutes of April 11, 2017 as presented.

SECONDED Mr. Agin

DISCUSSION None

VOTE 3-0-0, Passed.

MOTION by Ms. Nelson to approve the minutes of April 26, 2017, as presented.

SECONDED by Mr. Agin

DISCUSSION None

VOTE 3-0-0. Passed.

X. OTHER BUSINESS

a) Woodstock Inn & Resort – 2017 Outdoor Event Schedule

The Board reviewed the outdoor schedule. The Inn submits the schedule as a courtesy.

b) Discussion of Mary Ellen Adams Trust

Mr. Swanson gave the background of the Trust. Several years ago the Trustees declined to accept a gift of \$5,000 to be held in Trust, with interest allowed to be spent on planting new trees, because the terms were too onerous. The family has devised a solution, which allows the Village to receive the gift, without any conditions. The solution is for the Village Trustees to disclaim the gift. The family then issues a check to the Village of Woodstock, to be spent without restriction.

MOTION by Mr. Agin to revoke the trust as it exists.

SECONDED by Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

XI. REVIEW EXPENSE WARRANTS

The Board reviewed the expense warrants.

XII. ADJOURNMENT

MOTION Mr. Agin by to adjourn the meeting pending the signing of the expense warrants at 8:30PM.

SECONDED Ms. Nelson

DISCUSSION None

VOTE 3-0-0, Passed.

Respectfully submitted,

Lynn Ellen Beach

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