

**VILLAGE OF WOODSTOCK  
BOARD OF VILLAGE TRUSTEES**

**June 13, 2017**

**7:00 P. M.**

**Woodstock Town Hall  
REGULAR MEETING  
DRAFT MINUTES**

Dial-in Number- (563) 999-1050

Access Code- 377336

**DRAFT-Subject to approval**

**Present:** Jeffrey Kahn, Cary Agin, Serena Nelson, Kerri Cole (in at 7:32pm), Phil Swanson, and Lynn Beach

**Others present:** Michelle Fountain, Rachel from WCTV8, Chief Robbie Blish, Elizabeth Finlayson, Heidi Lang, Susan Copeland, Officer Jessica Ryan-LeBlanc, Cpl. Jim Otranto, Sgt. Joe Swanson, Officer Mark Donka, Jen McBride, Mica Seely, Jason Merrill, Kurt Lessard, Jill M. Davies, Alita Paine-Wilson, Townsend Belisle

**I. CALL TO ORDER**

Mr. Kahn called the meeting to order at 7:00PM.

**II. PUBLIC HEARING-SNOW DUMP FINAL REPORT**

The Public Hearing was opened at 7:05PM

Mr. Swanson read the following Public Notice published in the Valley News on May 28, 2017:

*The Village of Woodstock received \$179,870 from the State of Vermont for a grant under the Vermont Community Development Program. A public hearing will be held at Woodstock Town Hall, 31 The Green, Woodstock on 6/13/2017 at 7:00PM to obtain the views of citizens on community development, to furnish information concerning the range of community development activities that have been undertaken under this program, and to give affected citizens the opportunity to examine a statement of the use of these funds. The VCDP Funds received have been used to accomplish the following activities:*

*Constructed a new Village Snow Dump, including a gravel access drive and groundwater monitoring wells and is located at 58 Maxham Meadow Way off US Route 4 in Woodstock, Vermont.*

Mr. Kahn asked for any comments.

No comments were received.

The Public Hearing was closed at 7:09PM.

### **III. CITIZEN COMMENTS**

Ms. Elizabeth Finlayson, Director of the Woodstock Chamber of Commerce, has received an additional request from the members of the New England Soaring Society to continue to place a glider on display at the June 14<sup>th</sup> Market on The Green. The glider has been well received at the two previous Market events this summer.

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

**MOTION** by Ms. Nelson to approve the placement of a glider on The Green at the Market on The Green on Wednesday, June 14, 2017.

**SECONDED** by Ms. Agin

**DISCUSSION** None

**VOTE** 3-0-0, Passed.

Ms. Heidi Lang, resident, expressed her concern about the proposal of a bandstand on The Green. She cited the historic federal architecture quality of the Village and opined that should a bandstand be considered, the design should be in keeping with the style, design and architecture of the existing buildings around The Green. She also spoke about taking time to decide what residents really want for The Green and to stay aware of the history of Woodstock.

Mr. Kahn stated historically there was a bandstand on The Green and clarified that when the Board approved the bandstand project at last month's meeting, they made it known that the project could not be a burden to tax payers.

Ms. Mica Seely, resident, stated she would like to provide family friendly movies on The Green, once a week during the summer months. She stated that Pentangle Arts would be a co-sponsor providing use of their movies and projector. She was looking for guidance from the Board as to how to proceed with this event idea.

Mr. Kahn requested additional clarification and reminded Ms. Seely that there is a Noise Ordinance in the Village.

The Board discussed different options and encouraged Ms. Seely to come back to the Board with a more finalized request.

### **IV. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA**

None

### **V. REQUESTS FOR PERMITS**

#### **a) Use of The Green**

##### **1) Pentangle Arts-Amend Light Garden Permit**

Ms. Nelson spoke for the application requesting permission to amend the Light Garden-Use of The Green permit to allow two live music venues on the Friday and Saturday nights during the weekend of the Light Garden September 22 through September 24, 2017.

**MOTION** by Mr. Agin to allow the Pentangle Arts to amend the Light Garden permit to allow for live music during their event scheduled for September 22-24, 2017.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 3-0-1, Passed.

**b) Request for permission by Brook Farm to conduct wine tastings at Market on The Green**

Ms. Jen McBride, owner of Brook Farm Vineyards in Proctorsville would like permission to conduct wine tastings and to sell their wine during The Market on The Green for 2017.

**MOTION** by Mr. Agin to approve the wine tastings and selling of wine at The Market on The Green by Brook Farm Vineyards, for the 2017 season, as presented.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 3-0-0, Passed.

**VI. POLICE CHIEF'S REPORT**

Chief Blish stated that he would like to recognize some members of the police department, in an effort to thank them for their time, their dedication, and their service.

Recognized were:

Sargent Joe Swanson- received a 10-year Service Award.

Corporal Jim Otranto-received a 5-year Service Award.

Officer Mark Donka-received a 5-year Service Award.

The Chief then presented two commendations:

Sargent Swanson received a commendation for his professional conduct and investigative work during a difficult fatality case, one that took much time and attention to details.

Corporal Otranto received commendation for his tireless investigation regarding stolen checks from a Woodstock resident which included a multi-state investigation and ultimately an arrest.

Chief Blish then delivered his report to the Board:

- Memorial Day Parade, CBHM, Alumni Parade-all occurred without issues
- Meter revenues were estimated at approximately \$28,000 for the previous month.
- The speed trailer for the west end is being prepped
- Click It or Ticket provided extra patrols
- The high school prom went well and without incidents
- A full-time dispatcher will be leaving but will be replaced with Mr. Bill Luth who has been with the town as a part-time police officer, part time dispatcher and a volunteer on the ambulance.
- Department members attended car seat installation workshops and will soon provide community assistance to check and/or properly install car seats.

The Board thanked the officers for their service and their attendance at the meeting.

## **VII. VILLAGE MANAGER'S REPORT**

### **a) Village Financial Report**

The Board reviewed the Village Financial Report.

Mr. Swanson continued with his report:

He stated that the Snow Dump project has been completed and that this was a 100% grant.

He then reviewed the Safe Routes to School project, which will begin construction shortly. This too is also a 100% grant.

Mr. Swanson stated both he and the Chief attended a recent school board meeting to discuss the safety concern of cars parking in front of the school during drop-off and pick-up times before and after school. The school board stated that they were in agreement that safety is important and will get the word out to parents through their newsletters.

Mr. Kahn asked about the status of the 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 devised a solution, which allows the Village to receive the gift, without any conditions. Recently, the family contacted the Village stating that they would still like to give the Trust to the Village, but to allow for Village beautification purposes. The paperwork is still in process.

## **VIII. OLD BUSINESS**

### **a) Truck Length Law on Route 4**

Chief Blish discussed the history of the truck length laws for Route 4.

Mr. Swanson stated that during the 2016-2017 Legislative session, Rep. Gage of Rutland introduced an amendment to a bill that would have removed the requirement that trucks longer than 68 feet obtain a permit to legally be on Route 4 from I -89 to VT 100 A in W. Bridgewater and that Rep. Gage withdrew this amendment. He does, however, plan to introduce legislation in January 2018 to remove this permit requirement. The Town and Village share the cost of having a lobbyist to keep an eye on the truck laws affecting US Route 4 in Woodstock for us. The lobbyist recommended developing a strategy and to produce information for presentation to the Legislature during its next session.

Mr. Kahn stated on the record that the items **TABLED** from last month's meeting regarding amendments to the Woodstock Village Ordinances; Title 8 would be **CONTINUED** until their next meeting July 11<sup>th</sup>, 2017.

## IX. NEW BUSINESS

### a) **Proposal for picnic benches on The Green**

Mr. Townsend Belisle, presented a request to place three picnic tables in the Village. He provided the background for The Naked Picnic Table Campaign, which is similar to the Naked Table project from Shackleton-Thomas. This Campaign, which provides sustainably sourced wood to create picnic tables designed by Charles Shackleton, are constructed by the Change the World Kids. He stated community volunteers currently bring in and remove the tables which are in front of the library on a seasonal basis which are then stored by the Woodstock Inn. His request included the following location suggestions:

The Dummy (at Elm & Central Streets)

The Village Green

St. James Park

Visitor/Welcome Center

Mr. Agin is in favor of the idea of the tables in the Village.

Ms. Cole expressed her favor of the presentation.

Ms. Nelson stated she is concerned about safety for tables placed on The Dummy and the creation of a cluttered look on The Green as many organizations conduct various activities on there during the season.

Ms. Finlayson suggested producing a map depicting possible table locations.

Ms. Cole understood that this proposal is for locating tables in the Village at this time and that placement of tables on The Green should be a discussion in the future.

Ms. Susan Copeland encouraged taking care of placing items on The Green as the openness of The Green contributes to the overall feel of the Village.

Mr. Kahn clarified the request from Mr. Belisle and suggested a trial by placing one on The Dummy and two on east end of The Green.

**MOTION** by Mr. Agin to allow placement of three Naked Picnic Tables in the Village as such, one table on the Elm Street triangle (The Dummy) and two on the east end of The Green, on a trial basis until the end of the summer 2017 season.

**SECONDED** by Ms. Cole

**DISCUSSION** Ms. Finlayson suggested a location behind the Town Crier board.

Ms. Cole inquired about the process for feedback.

**VOTE** 3-1-0, passed.

### b) **Placement of structures in Village Right-of-Way; 4 Mechanic St. (23.56.10)**

Mr. Merrill introduced himself and stated he would like to bring a small sandwich shop to the building known as 4 Mechanic Street (formally Engle & Voelkers). He would like to place bollards within the Village right-of-way for an outdoor patio. The Board reviewed the map and drawings provided.

**MOTION** by Mr. Agin to allow the placement of posts in the Village right-of-way at 4 Mechanic Street for an outdoor patio, as presented.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 4-0-0, Passed.

**c) Seaward Management-Revised Fee Schedule**

Mr. Swanson reviewed the letter from Mr. Thomas Woodhouse, Managing Director, who oversees the Endowment Trust left to the Village by Mr. Rockefeller. His letter reviews the fee schedule and increase of the fees.

Mr. Kahn inquired about clarification of fee structure and Seaward's investment policy.

Ms. Davies, proposed that both the Town and the Village boards get a committee together to review the current practice of investment, fee structures and to look into social responsible industries for future investing options.

Ms. Cole was in agreement in establishing a committee to research other options and fee structures.

Mr. Kahn suggested one member from each board.

Ms. Davies stated she would handle organizing a committee.

**d) Discussion of traffic management on Slayton Terrace (easterly section)**

Mr. Agin, resident of Slayton Terrace stated he has safety concerns due to the speed and amount of traffic on his road. He would like consideration of the placement of some sort of speed bump(s) on Slayton Terrace.

Mr. Kahn clarified that Mr. Agin is looking for two speed bumps on Slayton Terrace to reduce speed and traffic deterrents.

Chief Blish spoke in favor of a removable traffic calming device there.

**MOTION** by Ms. Cole for placement of two removable speed bumps on Slayton Terrace.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 3-0-1(Agin), Passed.

Mr. Kahn asked for another thermometer on the Town Crier Board.

**X. APPROVAL OF MINUTES- May 9, 2017, May 16, 2017 and Joint Meeting May 16, 2017**

**MOTION** by Mr. Agin to approve the minutes of May 9, 2017, with corrections on page 2 and 3 with the words 'to' and 'of', the minutes of May 16, 2017 and the minutes of the Joint Board Meeting of May 16, 2017.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 4-0-0, Passed.

**XI. OTHER BUSINESS**

**a) Agreement with Mudgett, Jennett & Krogh-Wisner, P.C.**

**MOTION** by Ms. Nelson to approve the firm of Mudgett, Jennett & Krogh- Wisner, PC. to conduct the annual audit for Woodstock Village for the year ending June 30, 2017 and allow the Municipal Manager to sign an agreement with the firm.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 4-0-0, Passed.

**b) Manager Evaluation**

Evaluation forms were distributed. This item will be re-visited at the July 11, 2017, meeting.

**XII. REVIEW EXPENSE WARRANTS**

The Board reviewed expense warrants.

**XIII. ADJOURNMENT**

**MOTION** by Ms. Cole to adjourn the meeting pending the review of expense warrants at 8:30PM.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 4-0-0, Passed.

Respectfully submitted,

Lynn Ellen Beach

Jeffrey Kahn, Chair

Ward Goodenough

Cary Agin

Keri Cole

Serena Nelson