

**VILLAGE OF WOODSTOCK  
BOARD OF VILLAGE TRUSTEES**

**October 10, 2017**

**7:00 P. M.**

**Woodstock Town Hall  
REGULAR MEETING**

**DRAFT MINUTES**

**DRAFT-Subject to approval**

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

**I. CALL TO ORDER**

Chairman Kahn called the meeting to order at 7:05PM.

**II. CITIZEN COMMENTS**

None

**III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA**

**a) Vail Field-Removal of three dead trees**

Mr. Swanson inspected three trees behind the backstop at Vail Field with Tree Warden, Don Wheeler. Mr. Wheeler recommended removal of the three trees.

Mr. Kahn inquired as to where the funding for tree removal will come from.

Mr. Swanson stated the work will be done by Highway Department staff.

**IV. REQUESTS FOR PERMITS**

**a) Event on Public Street**

**1) Halloween Parade**

The Annual Woodstock Elementary School Halloween Parade will happen on Tuesday, October 31<sup>st</sup> between 1:45PM and 2:15PM. The event is the same as previous years.

**MOTION** by Mr. Agin to approve the Woodstock Elementary School Halloween Parade on Tuesday, October 31, 2017 at 1:45PM, as presented.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**2) Zack's Place Turkey Trot**

Ms. Dail Frates, Executive Director of Zack's Place, presented the applications for Use of the Green and an Event on Public Street for the Annual Zack's Place Turkey Trot to be held on November 23, 2017. The event will be the same as previous years events.

**MOTION** by Mr. Agin to allow the Zack's Place Turkey Trot on the Green and Use of Public Roads on November 23, 2017, as presented.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**b) Use of the Green**

**1) Zack's Place Turkey Trot**

See approval above.

**2) Peak to Peak**

Ms. Stephanie Kyriazis, Chief of Interpretation and Education for Marsh, Billings, Rockefeller National Historic Park, presented the request to conduct the annual Peak to Peak event on the Green.

**MOTION** by Ms. Nelson to approve Marsh Billing Rockefeller National Historic Park's Peak to Peak event on the Green on October 14, 2017, from 10AM to 2:30PM as presented.

**SECONDED** by Mr. Goodenough

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**V. POLICE CHIEF'S REPORT**

Chief Blish presented his report to the Board:

- The most recent Coffee with the Chief went well and included a successful collection of donations for hurricane victims.
- Meter collections appear to be steady.
- The No Parking on the south side of Church Street Ordinance will go into effect this week.
- Halloween candy collection boxes have been placed at several locations in the Village including Town Hall, ESB, and the Library.
- Update on speed signs-west end sign not working but replacement parts will be funded by the Governor Highway Safety Fund. The sign at the east end sign will require a direct power source which will also receive grant funding.
- Foliage traffic has been busy.
- National Prescription Drug Take Back Day: **Saturday, October 28, 2017**
- October 12<sup>th</sup> VT Supreme Court will be held at Woodstock Union High School

**VI. VILLAGE MANAGER'S REPORT**

**a) Village Financial Report**

The Board reviewed the Financial Report.

Mr. Kahn requested future Financial Reports be included in the meeting packets.

**b) Speed Bump**

Mr. Swanson asked for an update report from Mr. Agin as to the speed bumps on Slayton Terrace. Mr. Agin stated that for some drivers, it has slowed them down although there still are drivers who ignore the speed bumps.

He suggested moving the speed bumps around the Village.

Mr. Swanson stated paving at the Park & Ride will begin next week. He also informed the Board that there are not enough funds for paving to the far end of the stonewall. He does not foresee future grant money as the state is focusing their funding for Stormwater Management projects. He estimated the additional cost to pave to the end of the stone wall to be approximately \$6,000 dollars. He suggested the Trustees consider authorizing the use of funds from their Parking Fund to accomplish this as it would be less costly when the paving company is already paving the site.

**MOTION** by Mr. Goodenough to authorize the use of approximately \$6,000 from the Parking Fund to be used for the completion of paving to the end of the stone wall at the Park & Ride site.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

Mr. Swanson thanked the abutters to the Park & Ride, A.J. & Nipper Alsup, for their gift of an easement at the entrance to the Park & Ride, which will allow additional parking space.

## **VII. OLD BUSINESS**

### **a) Conflict of Interest Policy**

The Board reviewed and discussed both the existing (2006) and proposed Conflict of Interest Policy. This policy is boilerplate from the Vermont League of Cities and Towns (VLCT). The Board reviewed the policy.

Mr. Kahn shared that the Select Board recently adopted the new Conflict of Interest Policy.

**MOTION** by Ms. Cole to adopt the Conflict of Interest Policy dated October 10, 2017, as presented.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

### **b) Resolution #3-EV Charge Station Parking**

Mr. Swanson added the changes to Resolution #3 as per the Board's request last month. The Board reviewed the changes.

**MOTION** by Mr. Goodenough to approve Resolution #3, EV Parking Station Parking, as presented.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

## **VIII. NEW BUSINESS**

### **a) Bentley's-Use of the Sidewalk**

Mr. Swanson stated the property manager, Matt Seiple sent a letter regarding the façade work necessary on the outside of Bentley's building. The cost of scaffolding was cost prohibited and is now asking to use a man lift during after-hours, when the sidewalk could be closed off.

The Board was agreeable for the contractor to conduct the work before 10AM and then after 5PM until 7PM, closing the sidewalk to use the man lift. Work to begin no earlier than October 16, 2017.

### **b) Recommendations from the Investment Advisory Committee**

Ms. Jill M. Davies, Mr. Ron Miller, Mr. Jonathan Wilson, represented the Investment Advisory Group. They presented the Group's recommendations for investment of the Rockefeller fund. The recommendations will:

- Change the investment strategy to increase diversity and reduce costs.
- Require the town and village to change the investment manager.
- Include the formation of a new advisory committee to review investments each year.
- Change the investment guidelines and ordinances to reflect these recommendations.

The group is asking for the Board's approval of the presented recommendations.

Mr. Kahn, Trustee representative for the Investment Group, stated that due to concerns from the Select Board, Mr. John Wannop was enlisted to review the Group's recommendations. Based on Mr. Wannop's review and suggestions, some adjustments were made to the previous plan.

**MOTION** by Mr. Goodenough to approve the recommendations from the Investment Advisory Group for future investment for the Rockefeller endowment fund.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**c) Sustainable Woodstock-East End Development Update**

Mr. Charlie Kimbell introduced Ms. Carolyn Radisch, Senior Project Manager at GPI, the company contracted by the East End Development Committee to develop conceptual plans for the East End. Ms. Radisch presented the newly created illustrative development plans.

Mr. Kimbell stated that there appears to be momentum happening in the East End since this project got underway.

**IX. APPROVAL OF MINUTES- September 12, 2017, (both Site Visit and Regular Meeting)**

**MOTION** by Mr. Goodenough to approve the minutes of the Site Visit to 23 Mountain Avenue on September 12, 2017.

**SECONDED** by Ms. Nelson

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**MOTION** by Mr. Goodenough to approve the minutes of the Regular Meeting on September 12, 2017, with the correction of line #93, on page 2 from 'repaid' to 'repair'.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**X. OTHER BUSINESS**

None

**XI. EXECUTIVE SESSION – PERSONNEL**

**MOTION** by Mr. Goodenough to adjourn to Executive Session for the discussion of a personnel matter at 8:40PM.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**MOTION** by Mr. Goodenough adjourn Executive Session at 8:50PM.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.

**XII. REVIEW EXPENSE WARRANTS**

**XIII. ADJOURNMENT**

**MOTION** by Ms. Nelson to adjourn the meeting at 9:00PM pending review of expense warrants.

**SECONDED** by Ms. Cole

**DISCUSSION** None

**VOTE** 5-0-0, Passed.