

**BOARD OF VILLAGE TRUSTEES
MEETING
January 12, 2016
7:00 P. M.
Woodstock Town Hall**

APPROVED MINUTES

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

OTHERS PRESENT: Chief Robbie Blish, Alita Wilson, Elizabeth Finlayson, Gary Thulander, Michelle Fields, Lowell Gray, and Macy Lawrence

I. CALL TO ORDER

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

II. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

a. Parking request from Woodstock Inn & Resort-

Mr. Gary Thulander, President and General Manager of the Woodstock Inn requested the temporary use of two parking spaces in the Court House parking lot for the parking of construction trailers until early May 2016. The Woodstock Inn is in the process of a 2.6 million dollar renovation with the first stage which began in November. The next stage will require the closing off of the main driveway and entrance. Mr. Thulander stated that the Inn will remain open and operational throughout the renovation.

MOTION by Mr. Kahn that grant the request of the Woodstock Inn to use two parking spaces located behind the Windsor Court House for temporary parking of construction trailers until early May 2016.

SECONDED by Mr. Goodenough.

VOTE Passed unanimously, 5-0-0.

b. Citizen Comments-

Mr. Thulander introduced himself as the new President of the Chamber of Commerce. He shared information about the upcoming Annual meeting which will be held February 1, 2016 at the Woodstock Inn from 7:30-9:30 AM. The Chamber will be hosting a gubernatorial forum with all four candidate joining us in Woodstock and it will be moderated by Bob Hagar. This event is free and open to the public.

III. REQUESTS FOR PERMITS

a) Modification of 2016 Vermont Flurry/Snow Sculpture Festival

Ms. Alita Wilson, Executive Director of Pentangle Arts presented the application for modification to the approved 2016 VT Flurry/Snow Sculpture Festival. Ms. Wilson would like to add a 10'x10' 'Easy Up'

tent on the Green which will have an electric heater for the sculpture artists. Ms. Wilson has discussed electric charges with the Chamber of Commerce.

MOTION by Mr. Kahn to approved the request for modification from Pentangle Arts for the 2016 VT Flurry/Snow Sculpture Festival as presented.

SECONDED by Mr. Miller.

VOTE Passed unanimously, 5-0-0.

IV. POLICE CHIEF'S REPORT

Chief Robbie Blish presented his monthly report to the Trustees.

- Chief informed the Board that the Department is currently working on the recent bank robbery. He has had assistance both from the State Bureau of Criminal Investigation (BCI) and the Federal Bureau of Investigation (FBI) with the investigation.
- Harold Eaton has returned to his Parking Enforcement position again.
- This months' Coffee with the Chief will happen at the Recreation Center on Thursday, January 21st from 7:00AM – 9:00AM.
- The Department recently participated in Governor's DUI Program over the Holidays although there were no DUI's reported. Since the Holidays there have been five DUI's.
- A new part time officer, Joe Lucot, has been recently hired. Officer Lucot is currently attending Field Training but will be formally introduced to the Trustees at their next meeting.
- Wassail Weekend went smoothly with no incidents.
- Chief would like to remind all of the Winter Parking Ban and the Ordinance for sidewalks to be cleared 24 hours after snow events.

V. VILLAGE MANAGER'S REPORT

a) Village Financial Report –

The Financial Report was distributed.

b) Snow Dump –

Mr. Swanson stated that the Snow Dump Wetlands Permit has been in a third revision.

c) Park & Ride –

A lot of work has been done this fall with the construction of the stone wall, pruning of trees, and placement of granite posts. Mr. Swanson has applied for more money for paving and lighting.

Another grant will be applied for in 2017 for EV charging stations.

d) Village Fence Update –

Mr. Swanson has received a quote of \$92,000 from Springfield Fence Company to repair the antique fence and cast new posts. He informed the Trustees that the total cost which would also include the replacement of the street light, construction of the temporary fence, and some additional costs will certainly increase the final estimate.

The Post Office Bridge on Central Street is scheduled for replacement in 2018. Mr. Swanson informed all that he will push for an April start date.

A single- pay style parking meter demonstration is scheduled to happen on Thursday, January 21 at 9:00AM in the Town Hall Conference room.

VI. OLD BUSINESS

a) Safe Routes to School Grant Update

Mr. Swanson discussed an update on the grant. The project is twice as expensive as planned. The process will be to continue to get permits and to ask the State to increase the grant. Mr. Swanson cautioned that there is still a long way to go and the project is subject to environmental clearance, utility clearance and ROW Certification.

VII. NEW BUSINESS

a) Planning Commission Interview-Lowell Gray (7:10)

Mr. Lowell Gray was welcomed by the Trustees. He stated he is looking forward to becoming a member of the Planning Commission. He and his family are newer residents of the Town and are ready to become active in the community. He has been in front of and approved by the Select Board in December. The Trustees are thrilled to have people who are willing to join town boards and commissions.

MOTION by Mr. Miller to approve the appointment of Lowell Gray to the Woodstock Planning Commission.

SECONDED by Mr. Chynoweth.

VOTE Passed unanimously, 5-0-0.

b) Discussion about ECFiber with David Brown

TABLED until February 9, 2016, meeting.

c) Certificate of Highway Mileage

Mr. Swanson presented the annual Certificate of Highway Mileage form from the State of Vermont. This process determines the amount of state aid for Village streets.

Mr. Miller asked about changes to any streets.

No changes to the Village streets since last year.

MOTION by Mr. Miller to sign the 2016 Annual Certificate of Highway Mileage form

SECONDED by EC

VOTE 5-0-0

d) Tower Lease Extension

The lease for the communications tower located on Blankey Cottage Road on land owned by the Woodstock Inn is up for an extension. Along with other carriers the Town has its' Police, Fire, Ambulance and Highway communications on this tower.

MOTION by Emo Chynoweth for the Municipal Manager to sign the Tower Lease Extension contract between the Town/Village of Woodstock and the Woodstock Inn for a period of five (5) years from December 1, 2015 until November 30, 2020.

SECONDED by Mr. Kahn.

VOTE Passed unanimously, 5-0-0.

e) Review Contract For Services-KSE Partners, LLP

Mr. Swanson stated this contract reflects an annual agreement for the group which monitors legislation related to truck transportation. This is an annual contract.

MOTION by Mr. Kahn to accept the Contract for Services Between the Town and Village of Woodstock and KSE Partners, LLP for the period of the 2016 VT General Assembly session.

SECONDED by Mr. Goodenough.

VOTE Passed unanimously, 5-0-0.

XI. APPROVAL OF MINUTES-From December 8, 2015, December 17, 2015, and December 28, 2015

Minutes of December 8, 2015-

MOTION by Mr. Miller to approve the December 8, 2015, with minor correction of Mr. Milstone's name, December 17, 2015 and December 28, 2015 as presented.

SECONDED by Mr. Chynoweth.

VOTE Passed unanimously, 5-0-0.

XII. OTHER BUSINESS

Mr. Kahn discussed the recently approved mixed use development adjacent to the Quechee Mobil on Route 4 near entrance to I-89. Mr. Kahn is concerned about the effects of this development might have on local, small businesses and wants the Village Trustees to support the efforts of the regional planning commission. Mr. Swanson will contact Mr. Peter Gregory of Two Rivers Ottauquechee Regional Planning to discuss the current status and offer Woodstock Village's support.

Mr. Miller announced that he will not be seeking to run for the Village Trustees this year.

XIII. REVIEW EXPENSE WARRANTS

XIV. ADJOURNMENT

MOTION by Mr. Chynoweth to adjourn the meeting at 7:43PM.

SECONDED by Mr. Goodenough.

VOTE Passed unanimously, 5-0-0.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn
Emo Chynoweth
Ward Goodenough
Chris Miller
Jeffrey Kahn