

**WOODSTOCK
BOARD OF VILLAGE TRUSTEES
MEETING
March 8, 2016
7:00 P. M.
Woodstock Town Hall
DRAFT MINUTES**

Subject to approval

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

ALSO PRESENT: Sgt. Joe Swanson, Elizabeth Finlayson, Michelle Fields, Charlie Kimbell, Nick Ferro, Matt Stover, Rev. MacLeod, and Macy Lawrence

I. CALL TO ORDER

Ms. Coburn called the meeting to order at 7:03PM.

II. CITIZEN COMMENTS

a) Letter from Concerned Citizen

Ms. Coburn read the letter written by resident Heikke Tans, recommending the consideration of multi-use bike/walk paths in the Town/Village of Woodstock. Mr. Swanson stated that Woodstock does have an assigned bike route. The Trustees feel that this request, although valid, would be very expensive to consider at this time. The Trustees thanked the author of the letter.

Ms. Coburn recognized Mr. Macy Lawrence, (videographer for Woodstock Community TV) and organizer of the annual Woodstock Rotary Interact Club trips for high school students. These annual trips venture to Nicaragua to conduct various service projects. Ms. Coburn was able to travel with this year's group and witnessed Mr. Lawrence's 'Rock Star' reputation as the group travelled to their project location. She lauded Mr. Lawrence's familiarity with the country, his time spent with the kids and his organizational skills throughout the trip.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

a) Letter from Village Condominium Association of Woodstock

Mr. Miller read the letter from Mr. George Calver, President of the Village Condominium Association of Woodstock into the record. The issue Mr. Calver referred to was the concern of the condition of the pavement in front of the residences (Rt. 4-Church Street).

Mr. Swanson stated that there is money in the budget which will be used for pothole maintenance on Route 4 however, there is a delicate balance between maintaining the highway without repairing it to a point where the State won't

then repave it. State plans to repave Route 4 through Woodstock will not happen until a minimum of the year 2020.

b) Parking PowerPoint Presentation by Economic Development Commission

Mr. Kimbell, Chairman of EDC presented a PowerPoint entitled, “Parking: Creating a win-win for Woodstock”.

The EDC asked the Trustees for permission to conduct a specific pilot to test meters. They would also like to encourage the Trustee’s to appoint a subcommittee to investigate an increase of long term parking capacity to accommodate the needs of employees.

The Trustee’s thanked the EDC for all the time, research and recommendations offered in their presentation. They encouraged the Commission to continue with the parking meter pilot program and look forward to the next step of presenting a budget and plan.

Mr. Nick Ferro, Owner N.T. Ferro, presented ideas in regards to the employee parking issues in the Village.

Mr. Kahn spoke favorably about both ideas-newer meters and finding dedicated parking lots for employees.

c) Village Center Designation Program

Mr. Swanson explained that it was time to renew the Village Center Designation which provides state funding and technical assistance to designated communities. The Designation must be renewed every 5 years.

MOTION by Mr. Kahn to approve the 5-year renewal of the Village Center Designation for the Village of Woodstock.

SECONED by Mr. Chynoweth.

No Discussion

VOTE Passed unanimously, 5-0-0.

IV. REQUESTS FOR PERMITS

**a) Use of the Green
Lobsterfest on The Green (July 23, 2016 5-8PM) - (Ms. Coburn recused herself)**

Elizabeth Finlayson, Secretary of the Woodstock Rotary, presented a request to hold a first annual fundraiser dinner called the Lobster-Stock Festival on The Green to be held on July 23, 2016 to benefit the Woodstock Rotary. All entrances to the Green will be secured as they are proposing serving beer and wine and will work with Casella Waste and Sustainable Woodstock for proper disposal and recycling. This will be a ticketed event with live music. All monies raised will go back to the community.

MOTION by Mr. Goodenough to approve the Woodstock Rotary request to hold Lobster-Stock on The Green on July 23, 2016, from 10AM-9:30PM (setup/break down), as presented.

SECONDED by Mr. Kahn.

Discussion-Mr. Miller would like to make an amendment the MOTION that all the refuse to be picked up the same evening as the event and shall not be a job for the Village/Town employees.

VOTE Passed, 4-0-0.

b) Woodstock Sports-Driveway Sale and Flower Pots (Memorial Day Weekend)

Ms. Coburn presented the request from Woodstock Sports to display flower pots along Central Street and conduct a Memorial Day Sale May 27th -29th, 2016.

MOTION by Mr. Kahn to approve Woodstock Sports request to place flower pots along Central Street and to conduct a sale on May 27-29, 2016, as presented.

SECONDED by Mr. Miller.

No Discussion

VOTE Passed unanimously, 5-0-0.

V. POLICE CHIEF'S REPORT

Sgt. Joe Swanson presented the Police Chief's Report as follows:

- Special Olympics event went very well with no issues
- Coffee with the Chief will happen on Thursday, March 24th at the South Woodstock General Store from 7:00AM to 9:00AM.

On April 6th some officers of the Department will attend a training course to learn American Sign Language for police officers.

a) Parking meters-See Presentation by EDC

VI. VILLAGE MANAGER'S REPORT

a) Village Financial Report

b) Prepare for Village Meeting-

Discussion of the line-up for Village Meeting.

VII. OLD BUSINESS-

None

VIII. NEW BUSINESS

a) **Discussion about ECFiber with David Brown**

Mr. Miller, Alternate on the ECFiber Board, spoke for Mr. Brown. He presented an update of the project to bring fiber-optics to this area. The project is proceeding smoothly with fiber projected to be coming to the South Woodstock General Store sometime this summer.

Infused with funds, ECFiber has a goal to bring fiber optics to the 24-member towns within 4 years. Mr. Miller encouraged any resident who would like Woodstock to be one of the first communities to receive fiber optic network, to go to the ECFiber website (ecfiber.net) to register their interest.

b) **St. James Episcopal Church-Annual Church Fair**

Reverend Norman MacLeod is seeking permission to hold the 91st annual church fair on the small green in front of St. James Church on July 16th from 7AM-5PM. The Church would like to place a small tent and to barricade St. James Place to ensure safety.

MOTION by Mr. Goodenough to approve the St. James Church request to hold its Church Fair on Saturday, July 16th from 7:00AM to 5:00PM, as presented.

SECONDED by Mr. Chynoweth.

VOTE Passed unanimously, 5-0-0.

c) **Municipal Highway Grant 2017 Application-Paving Prospect Street**

Mr. Swanson has submitted a paving grant on Prospect Street (Church Hill in the Town). Mr. Swanson explained how the grant program works. The State is in charge of reconstruction of Class I roads however Class 2 highways are eligible for paving grants.

MOTION by Mr. Miller to approve the Municipal Manager to apply for the 2017 Municipal Highway Grant for paving of Prospect Street.

SECONDED by Mr. Chynoweth.

No Discussion

VOTE Passed unanimously, 5-0-0.

d) **Annual Financial Plan-Village Streets/Highways**

Mr. Swanson explained that this Annual statement proves to the State of VT that the Village has funded maintenance of our highways.

MOTION by Mr. Goodenough to approve the Annual Financial Plan as presented.

SECONDED by Mr. Kahn.

No Discussion

VOTE Passes unanimously, 5-0-0

XI. APPROVAL OF MINUTES-From Joint Meeting February 9, 2016 and Regular Meeting of February 9, 2016.

MOTION by Mr. Miller to approve the minutes from the Joint Meeting February 9, 2016 and Regular Meeting of February 9, 2016.

SECONDED by Mr. Chynoweth

No Discussion

VOTE Passes unanimously, 5-0-0.

XII. OTHER BUSINESS

Ms. Coburn thanked Mr. Miller for his 6 years on the Board.

XIII. REVIEW EXPENSE WARRANTS

XIV. ADJOURNMENT

MOTION by Mr. Chynoweth to adjourn the meeting at 8:37PM.

SECONDED by Mr. Miller

VOTE Passed unanimously, 5-0-0.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn, Chair

Emo Chynoweth

Jeffrey Kahn

Chris Miller

Ward Goodenough