

**WOODSTOCK
BOARD OF VILLAGE TRUSTEES
MEETING
August 9, 2016
7:00 P. M.
Woodstock Town Hall
DRAFT MINUTES**

DRAFT-Subject to approval

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

OTHERS PRESENT: Michelle Fields, Macy Lawrence, Michael Pacht, Joan Sterner, Gary Thulander, Teale Bohlen, Rosalie Geiger

I. CALL TO ORDER

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

II. CITIZEN COMMENTS

Ms. Joan Sterner, 2 Highland Avenue Extension, spoke to the Board about the possibility of a change of name to her road.

Mr. Kahn shared that back in 2008 Highland Avenue Extension had been voted by the Board for a name change. Apparently, Highland Avenue Extension still exists because the name was never changed on the State's maps. He said that if the residents would like to change the name, the process would be to come in front of the Board and make their request.

Ms. Sterner also expressed concern that, as an ambulance driver, not all Village residences have house numbers displayed.

Ms. Coburn stated that public safety is the Trustee's focus which includes proper display of house numbers and proper street name changes.

Mr. Swanson stated that residents on any street slated for name change would be notified in advance of meetings.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

IV. REQUESTS FOR PERMITS

a) Change the World Kids-Sidewalk Chalk Drawing event

Ms. Teale Bohlen and Ms. Rosalie Geiger of Change the World Kids requested approval to use the Village sidewalks for the 8th annual "para la Tierra" or sidewalk chalk-drawing event and fundraiser. Their event would be held Friday evening September 9th from 5PM until Dusk and Saturday morning September 10th from 9AM to Noon.

MOTION by Mr. Kahn to approve the use of the sidewalks on Friday, September 9 from 5:00PM until dusk and Saturday, September 10, 2016 from 9:00AM until 12Noon for the Change the World Kids chalk-drawing extravaganza.

SECONDED by Mr. Chynoweth

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

b) Use of the Village Green

1. Woodstock Union High School Event

The Woodstock Union High School would like permission to sell hot dogs, baked goods and ice cream on the Green as a fundraiser on September 24th, October 1st and October 8th, 2016, from 9AM to 2PM.

MOTION by Mr. Agin to approve the request by the WUHS to hold fundraisers on the Green on September 24th, October 1st and October 8th, 2016 provided that confirmation is received from Pentangle Arts that there is no conflict with their event on September 24th and with Spectrum Teen Center that there is no conflict with their Chili Cook-Off event on October 1st.

SECONDED by Mr. Kahn

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

V. POLICE CHIEF'S REPORT

Cpl. James Otronto delivered the Police Chief report to the Trustees:

- Officer Jacob Holmes has been sworn in to replace Officer Beraldi.
- Officer Wilson has recently tendered his resignation so another vacancy will exist.
- Officer Goodrich will be restored to active duty next month following an injury.
- The police bicycle has been received from Woodstock Sports.
- Woodstock Police Department will be participating in the Governor's Highway Safety program 'Drive Sober or Get Pulled Over' from August 17th through September 5th.
- Chief Blish has been invited to the White House in August to represent the Vermont Association of the Chiefs of Police.
- Woodstock Police will be assisting with the Keegan Bradley golf event providing traffic control.

VI. VILLAGE MANAGER'S REPORT

a) Village Financial Report

The Board reviewed the Report

b) Park & Ride

Mr. Alsup proposed that in lieu of rent on the easement adjacent to the Park & Ride, that the Village allow him to pile his snow for removal by the Village.

Mr. Swanson suggested to Mr. Alsup that instead of that scenario which would take the Town Crew additional time, that the Village Trustees consider allowing Mr. Alsup's contractor to dump his snow in the new Snow Dump.

The Board agreed to allow Mr. Alsup, at his own expense, to transport snow to the Snow Dump for storage until it melts.

Mr. Swanson also stated that he would like to pave the easement area once the easement was filed.

c) Snow Dump

Mr. Swanson informed the Board that the closing on the Snow Dump parcel occurred on Monday, August 8th. Mr. Swanson stated that Sustainable Woodstock donated \$32,500 towards the closing.

The Board was deeply appreciative of Sustainable Woodstock's generosity.

Mr. Swanson will be going out to bid for construction of the Snow Dump. Due to timing and weather constraints, the snow dump would not be available for use until 2017.

VII. OLD BUSINESS

a) South Street Terrace

This was a continuation of a discussion item from last month's meeting, where the residents of what is formerly South Street Terrace did not want their street to be changed to Terrace Street.

Mr. Swanson stated that since no residents were in the audience, he will compose a letter to all property owners on Terrace Street to offer them an opportunity to find a street name that does not contain the word 'South' in it. This item would be considered at the September meeting.

b) Parking Sub-Committee

Mr. Kahn updated the Board on the Parking Sub-Committee status. The Sub-Committee has changed their recommendation of installing an electric gate in the Mechanic Street Parking lot behind the Welcome Center for the creation of an employee only lot. The Sub-Committee is now recommending a permit purchase system allowing for permitted parking for full-time employees during the business hours only. Public parking would be allowed after normal business hours. The Sub-Committee would like to go forward with a survey to see how many people would be interested in this type of program.
No action taken.

c) Parking Meter Rates & Locations

Mr. Swanson stated that with the new meters coming he would like the Board to review the existing Parking Ordinance for any changes or modifications.

Mr. Kahn reviewed the Parking Sub-Committee's action plan which included a recommendation for a tiered meter system which would mean paying less for parking time the farther away from the Village downtown area.

d) Mechanic Street Parking Lot

See discussion in b), above.

VIII. NEW BUSINESS

a) Bid Tabulations-

1. Pave Local Streets

Mr. Swanson stated that there was only one vendor which submitted a bid for the paving of local Village streets. The streets in most need of repair would be his recommendation for paving.

MOTION by Mr. Goodenough to accept the bid from Blaktop, Inc. for Paving of Local Streets to pave Stanton Street, Hartland Hill Road, Elm Street/VT 12 and Charles Street as recommend at the estimated price of \$28,724.

SECONDED by Mr. Chynoweth

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

b) Planning Commission Candidate

Mr. Michael Pacht has expressed his interest in filling the vacancy on the Planning Commission. He was a previous member on both the Town Development Review Board and the Planning Commission years ago but had to step down due to lack of time. He is now willing and able to participate on the Planning Commission.

Mr. Kahn thanked Mr. Pacht for his willingness to become a Planning Commission member again and share his knowledge and experience.

MOTION by Mr. Kahn to approve Mr. Michael Pacht to fill the vacancy on the Woodstock Planning Commission.

SECONDED by Mr. Goodenough

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously

c) Signage on the Green

Ms. Coburn discussed that when Use of the Green permits are approved that the Board be clear as to when event set up and cleanup is allowed and to reiterate that all tents should be removed by Sunday night.

She also discussed a modification of the current Use of the Green Permit Application which should prohibit additional signage and banners placed on the rails of the fence. Permit holders are permitted banners at either end of the Green so additional banners and signs should be limited.

MOTION by Mr. Kahn to modify the existing Use of the Green Permit Application, under Restrictions/Conditions, to include that “no signs or banners greater than 8 ½” x 11” be prohibited from being attached to the Village fence rails or posts.”

SECONDED by Mr. Chynoweth

DISCUSSION No Discussion.

VOTE 5-0-0, passed unanimously.

d) Chamber of Commerce Letter

Mr. Gary Thulander, President of the Chamber of Commerce, appeared in front of the Board with a copy of a proposed letter regarding the beautification of commercial downtown Woodstock, an initiative from the Chamber to provide greater sustainability for downtown businesses. This letter would be sent to all commercial property owners in the Village. Mr. Thulander asked the Board for their endorsement of the Chamber’s beautification initiative.

Ms. Coburn stated that the Board is in favor of this initiative and would approve being listed on this letter with the Chamber of Commerce.

The Board thanked Mr. Thulander for his personal work on tree trimming in the Village.

Ms. Coburn then read a letter addressed to the Board from Beth Finlayson and Gary Thulander thanking them for helping make their new office a reality.

IX. APPROVAL OF MINUTES-July 12, 2016 and July 20, 2016

MOTION by Mr. Chynoweth to approve the minutes of July 12, 2016 and July 20, 2016, as presented.

SECONDED by Mr. Goodenough

DISCUSSION No Discussion

VOTE 5-0-0, passed unanimously.

X. OTHER BUSINESS

None

XI. REVIEW EXPENSE WARRANTS

The Board reviewed expense warrants.

XII. ADJOURNMENT

MOTION by Mr. Goodenough
to adjourn the meeting at 8:10PM.

SECONDED by Mr. Kahn

VOTE 5-0-0, passed unanimously.

Respectfully Submitted,

Lynn Ellen Beach

Candace Coburn, Chair

Emo Chynoweth

Jeffrey Kahn

Cary Agin

Ward Goodenough