

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

DRAFT-Subject to approval

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

OTHERS PRESENT: Michelle Fields, Macy Lawrence, Kate Miller, Wendy Spector, Frans van de Ven, Chief Blish, Carol Cunningham, A.J. Alsup

I. CALL TO ORDER

Ms. Coburn called the meeting to order at 7:01PM.

II. CITIZEN COMMENTS

Kate Miller, town resident and Village business employee, spoke to the Board regarding her concern about pedestrian safety in the crosswalks in the vicinity from the pharmacy to the corner of Bentley's. Ms. Miller explained her personal experience with almost being hit while crossing while inside a crosswalk. She is wondering if there is something that can be done to improve overall safety.

Mr. Kahn asked Ms. Miller for her suggestions.

Ms. Miller spoke of delineators in the crosswalks which used to be in place.

Mr. Swanson showed the proposed signage of pedestrians in crosswalks, which would be placed as a warning for vehicular traffic as they enter each end of the Village Business District.

Ms. Coburn encouraged Ms. Miller and the television audience for any thoughts, ideas and suggestions for the Board to explore increasing safety.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

None

IV. INTERVIEWS

a) Village Development Review Board Candidates

The Board interviewed two candidates for one vacancy on the Village Development Review Board.

- Ms. Wendy Spector
- Mr. Frans van de Ven

Both candidate introduced themselves to the Board.

Ms. Coburn stated that the Board will take up discussion and deliberation at the end of the meeting.

V. REQUESTS FOR PERMITS

a) Use of the Green-

1. Modification of Wassail Weekend Permit

Representatives for the Chamber of Commerce presented a request to amend the approved Wassail Weekend Permit on December 10th to allow for the sale and serving of alcoholic wassail on The Green. They are proposing a cordoned off area, where a licensed bartender would serve the wassail.

MOTION by Mr. Kahn to approve the modification of the Wassail Weekend Permit 2016 for Use of The Green to include the sale of alcoholic wassail within a cordoned off area on The Green and served by a licensed bartender.

SECONDED by Mr. Chynoweth

DISCUSSION No Discussion

VOTE 4-0-0, passed unanimously.

VI. POLICE CHIEF'S REPORT

Chief Robbie Blish presented his report to the Board:

- The Agreement Related to Use of Parking Meters has been signed between the Village Police and IPS, the parking meter service provider.
- Chief shared the paperwork for set-up of the meters-times, cost, etc. with the Board.
- There has been no set date for installation however mid-November was originally proposed.
- The next Coffee with the Chief will occur on Monday, November 21st with Fire Chief Green and Assistant Paramedic McNabb at the ESB. If you bring a non-perishable food item for the Food Bank, you will get a free cup of coffee.
- Halloween went well with a lot of candy donations this year.
- Community Emergency Preparedness meeting is scheduled for Thursday, November 10th at 7PM at Billings Farm & Museum.
- Zack's Place Turkey Trot is scheduled for Thanksgiving Day morning.
- Veteran's Day parade on Friday, November 11th begins at 10:45AM.
- The Department is installing street signs on High Street dictating no through traffic for trucks, which has been a recent problem.
- Winter Parking Ban begins November 15th.
- The Department participated in the Drug Take Back Program in October. Chief stated community participation in the program has been huge.

VII. VILLAGE MANAGER'S REPORT

a) Village Financial Report

The Board reviewed the Financial Report.

b) Snow Dump

Mr. Swanson updated the Board on the status of the Snow Dump. He stated that within 30 days of the completion of the Snow Dump project, baseline soil samples must be taken as a condition to obtain a Work Completion Certification from the VT DEC. These samples must be gathered before snow flies. Although this is an additional cost, construction of the Snow Dump is expected to be on-time and under budget as town employees have done work on the site as well as the contractor. Annual testing of groundwater is also a required condition as part of the agreement to use the property.

c) Parking Meter Update

Mr. Swanson distributed a Parking Resolution for the Board to review and act on at their next meeting in regards to the new employee parking lot.
The Board discussed signs and permit designs for the new lot.

VIII. OLD BUSINESS

a) Village Ordinances-Edition #4

Mr. Swanson stated that Edition #4 of the Woodstock Village Ordinances was distributed to the Board at last month's meeting for their review and approval.

MOTION by Mr. Kahn to approve Edition #4 of the Woodstock Village Ordinances, as presented. Effective date of adoption will be January 7, 2017.

SECONDED by Mr. Chynoweth

DISCUSSION No Discussion

VOTE 4-0-0, passed unanimously.

b) Parking-Committee Report

This item discussed under Village Manager's Report, above.

IX. NEW BUSINESS

a) A.J. Alsup Request for Easement across East End Park for a Private Sewer Line

Mr. A.J. Alsup, abutting property owner to East End Park, requested an easement across East End Park to upgrade to an existing private sewer line. This sewer line supplied the old railway station, which is now being renovated. Mr. Alsup also inquired about placement of a manhole clean out on the line.

Mr. Swanson stated that should an easement be granted, a manhole on the private sewer line would be the responsibility of the owner to maintain. Mr. Swanson also reminded Mr. Alsup that it would be his responsibility to obtain the necessary state wastewater approvals and permits.

MOTION by Mr. Chynoweth to approve the request for a 30-foot easement across East End Park for a private sewer line from A.J. Alsup's property on Pleasant Street and that Mr. Alsup shall obtain all state wastewater approvals and permits as required, and provide a final map of the easement area.

SECONDED by Mr. Agin

DISCUSSION No Discussion

VOTE 4-0-0, passed unanimously.

b) Police Cruiser- Bid Tabulation

The Board reviewed the bid tabulation. Mr. Swanson stated the Gateway Motors was the low bidder.

MOTION by Mr. Chynoweth to accept the bid of \$21,200.00 from Gateway Motors, as presented.

SECONDED by Mr. Agin

DISCUSSION Mr. Kahn inquired about the option for Sirius radio and his opposition to entertainment systems in police cruisers.

VOTE 4-0-0, passed unanimously.

X. APPROVAL OF MINUTES-October 11, 2016 and October 18, 2016

MOTION by Mr. Kahn to approve the minutes for October 11, 2016 and October 18, 2016.
SECONDED by Ms. Coburn
DISCUSSION No Discussion
VOTE 4-0-0, passed unanimously.

XI. OTHER BUSINESS

None

XII. REVIEW EXPENSE WARRANTS

The Board had no expense warrants.

Discussion- Item IV. Interviews

Mr. Kahn stated that it is a difficult discussion. He believed both candidates are qualified and but has had personal experience working with Wendy Spector on the Pentangle Board. He endorsed Ms. Spector for this vacancy but encouraged Mr. van de Ven for the next Board vacancy.

MOTION by Mr. Kahn to recommend the appointment of Ms. Spector to the Village Development Review Board for a term ending in March 2018.

SECONDED by Mr. Agin
DISCUSSION No Discussion
VOTE 4-0-0, passed unanimously.

XIII. ADJOURNMENT

MOTION by Mr. Kahn to adjourn the meeting at 8:22PM.
SECONDED by Mr. Chynoweth
DISCUSSION No Discussion
VOTE 4-0-0, passed unanimously.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn, Chair

Emo Chynoweth

Jeffrey Kahn

Ward Goodenough

Cary Agin