

**WOODSTOCK  
BOARD OF VILLAGE TRUSTEES  
MEETING  
October 11, 2016  
7:00 P. M.  
Woodstock Town Hall  
DRAFT MINUTES**

**DRAFT-Subject to approval**

**Present:** Candace Coburn, Ward Goodenough, Cary Agin, Phil Swanson and Lynn Beach

**Others Present:** Michelle Fields, Macy Lawrence, Chief Blish

**I. CALL TO ORDER**

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

**II. CITIZEN COMMENTS**

Mark and Jennifer Harris of 1 Highland Ave. Extension were in attendance to discuss the possible change of road name for Highland Avenue Extension. Mrs. Harris stated they are against the road name change due to the inconvenience of changing driver's licenses, mortgages and deeds, etc. They did suggest that the Village look at the street signage for Highland Avenue Extension as they feel it is confusing.

Ms. Coburn provided the background of the road name changes which were to comply with the upgrade of the State of Vermont 911 System. All roads in the Town were changed to comply but in the Village, only those roads whose names were similar or used similar wording as other Village roads, were changed. She also reviewed the public process of changing the name of a road.

Mr. Swanson stated that he will contact legal to clarify the powers of the Board of Trustees in the renaming of private roads.

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

**a) Use of the Green-Rotary Event-Lobster's on the Green**

Ms. Coburn presented the application of the Woodstock Rotary to hold the 2<sup>nd</sup> Annual Lobsters on the Green event on Saturday, July 8, 2017. This event will be the same as last year's.

**MOTION** by Mr. Agin to approve the Rotary Club's request to Use the Green on Saturday, July 8, 2017 for the 2<sup>nd</sup> Annual Lobsters on the Green event, as presented.

**SECONDED** by Mr. Goodenough

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

**IV. REQUESTS FOR PERMITS**

**a) Use of the Green-**

**1) Peak to Peak 2016**

Ms. Stephanie Kyriazis, Chief of Interpretation, Education & Visitor Services for Marsh Billings Rockefeller NHP, requested approval to hold the 5<sup>th</sup> annual Peak to Peak event on October 15<sup>th</sup>. Events on the Green will include crafts, activities and light food

vending, including a wood-fired pizza trailer. A variety of organizations from the Upper Valley are participating.

**MOTION** by Mr. Goodenough to approve the Peak to Peak 2016 event for Saturday, October 16, 2016, from 8:30AM to 4:00PM allowing for a table on Mt. Peg, pizza oven on the Green and placement of signage for accessing the trails on Mt. Peg. The approval includes early tent setup on Friday, October 14<sup>th</sup> and placement of banner(s).

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

## 2) **Change the World Kids**

Representatives of Change the World Kids, Jason Drebber and Alden Krawczyk, requested approval to hold a grilled cheese fund raiser sponsored by Vermont Farmstead Cheese and offer various kids activities on the Green. The event is scheduled for October 29<sup>th</sup> from 11AM to 3PM.

**MOTION** by Mr. Agin to approve the new event for Change the World Kids for Saturday, October 29, 2016 from 11AM to 3PM, as presented.

**SECONDED** Mr. Goodenough

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

## b) **Event on Public Street**

### 1) **Halloween Parade**

Chief Blish represented the Woodstock Elementary School who would like approval to hold their annual Halloween Parade on Monday, October 31<sup>st</sup>. He stated in discussions with the Principal that they have requested a slight change to the route this year. He had no problem with the request and feels the Department can safely handle.

**MOTION** by Mr. Agin to approve the Halloween Parade on October 31, 2016 at 1:30PM, as presented.

**SECONDED** by Mr. Goodenough

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

## V. **POLICE CHIEF'S REPORT**

Chief Robbie Blish presented his report to the Trustees.

- He discussed the setup for Halloween donations for the evening on High Street.
- Woodstock Police will be handing out Halloween safety information and glow in the dark wrist bands.
- Chief gave kudos to Sgt. Swanson for chasing down the insurance claim for the replacement of the tree damaged along Pleasant Street.
- The Department of Justice grant award was used for safety vests.
- Chief read the record of activity for the Columbus Day weekend traffic stops.

- Bike patrol has been happening with both himself and Sgt. Swanson. The feedback he's received has been positive.
- Coffee with the Chief saw 14 folks at his last event at Maplefield's.
- A new dispatcher was hired to fill a vacancy. The candidate is very experienced.
- The Police Department patrolled school grounds for clown threats. None found.
- Chief has sought four quotes for the new police cruiser. At this time he has received two quotes; one from Gateway and one from Ted Green Ford. The price quoted, which included a trade-in was lowest from Gateway.

## **VI. VILLAGE MANAGER'S REPORT**

### **a) Village Financial Report**

Not available.

### **b) Snow Dump**

Mr. Swanson updated the Board on the construction status of the new Snow Dump site. The Board reviewed the photos included with their packets. Mr. Swanson stated the project is coming along nicely.

## **VII. OLD BUSINESS**

### **a) Parking-Committee Report**

Mr. Agin represented the Parking Committee for Mr. Kahn. He stated that the Committee is in receipt of 16 applications for the 16 parking spots in the Employee Parking Lot. If more applications are received a lottery will be conducted.

Mr. Swanson stated that the Village now has a merchant account with the meter vendor company.

## **VIII. NEW BUSINESS**

### **a) Village Design Review Board Candidate**

*Postponed until November 8, 2016 meeting.*

### **b) Halloween Candy**

Ms. Coburn stated that both the Village and Town were contributors of funds for last year's event.

**MOTION** by Mr. Agin to approve the amount of a \$500.00 contribution towards the purchase of Halloween candy for participating High Street residents.

**SECONDED** by Mr. Goodenough

**DISCUSSION** None

**VOTE** 3-0-0. Passed unanimously.

### **c) Village Ordinances-Revision #4**

Mr. Swanson distributed Revision #4 of the Woodstock Village Ordinances. This revision included the 16 revised or newly adopted ordinances since 2009. He stated one change to the document was the deletion of the Burglar Alarm section in the Village Ordinance as it is in the Town Ordinances. This is a new compilation for review and will be acted on next month.

**IX. EXECUTIVE SESSION**

**a) Manager's Evaluation**

**MOTION** by Mr. Goodenough to enter into Executive Session for purposes of conducting the Manager's annual evaluation at 7:39PM, with Ms. Coburn and Mr. Agin.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

**MOTION** by Mr. Goodenough to exit Executive Session at 8:00PM and resume the meeting.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

**X. APPROVAL OF MINUTES-September 13, 2016**

**MOTION** by Mr. Goodenough to approve the September 13, 2016, minutes, as presented.

**SECONDED** by Mr. Agin

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

**XI. OTHER BUSINESS**

None

**XII. REVIEW EXPENSE WARRANTS**

**XIII. ADJOURNMENT**

**MOTION** by Mr. Agin to adjourn the meeting at 8:00 PM.

**SECONDED** by Mr. Goodenough

**DISCUSSION** None

**VOTE** 3-0-0, Passed unanimously.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn, Chair  
Emo Chynoweth  
Jeffrey Kahn  
Ward Goodenough  
Cary Agin