

**BOARD OF VILLAGE TRUSTEES  
SPECIAL MEETING  
December 6, 2016  
8:00 AM  
Woodstock Town Hall  
APPROVED MINUTES**

**PRESENT:** Candace Coburn, Jeff Kahn, Cary Agin, Phil Swanson and Lynn Beach  
**OTHERS PRESENT:** Nick Ferro, Max Comins, Chief Robbie Blish

**I. CALL TO ORDER**

The meeting was called to order at 8:02AM.

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

**a) Catch Basin and Drainage Pipe Replacement-High Street Bid Tab**

Mr. Swanson informed the Board that there is a severely deteriorated drain pipe on High Street that starts in the street and discharges on the bank of the Kedron Brook on Peter Vollers' property. Photos of the eroded pipe, which were distributed, which showed that the street water collected in this catch basin dumps under the stone wall and is creating problems that cannot yet be seen. The pipe has many large holes in the bottom and a major blockage between the stone steps and the Kedron Brook.

The only solution is to replace the catch basin and the drainage pipe.

The current drain pipe is located under the parking area that is supported by a ten foot tall stone retaining wall. The plan is for the replacement drain pipe will be located under the stone steps because it is easier to place the new pipe here than to remove the tall wall and then replace the tall stone wall.

A bid was created and three contractors attend the pre-bid conference. Two bids were received from the three contractors.

**MOTION** by Mr. Kahn to accept the bid from Martin Excavating in the amount of \$17,800.00, as presented with the work allowed to be done in spring 2017 due to the site conditions during inclement winter weather.

**SECONDED** by Ms. Coburn

**DISCUSSION** No Discussion

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

### **III. REVIEW PROPOSED REGULATIONS FOR THE PERMIT PARKING AREA**

Discussion and review of proposed regulations for the Parking Permit Area took place. Mr. Swanson asked the Board to consider the following questions in regards to the new employee parking lot on Mechanic Street before their next meeting on Tuesday, December 13, 2016:

- Automatic permit renewals for a subsequent year
- Grace period of 7 days for lack of permit payment
- Type of permit-decal for windshield which a permit holder could laminate and place on the dashboard.
- Proposal of 1 ticket validation per year for lack of properly displaying the permit

All Board members, Parking Committee members and the Chief took part in the discussion.

No Action Taken.

### **IV. ADJOURNMENT**

Meeting adjourned at 8:36AM.

Respectfully submitted,

Lynn Ellen Beach

Candace Coburn, Chair

Emo Chynoweth

Jeffrey Kahn

Ward Goodenough

Cary Agin