

**TOWN OF WOODSTOCK**  
**BOARD OF VILLAGE TRUSTEES MEETING**  
**September 11, 2018 @ 7:00pm**  
**Woodstock Town Hall**  
**MINUTES**

**Present:** Chairman Kahn, Keri Cole, Ward Goodenough, Serena Nelson, Cary Agin, Brian Monaghan, Roger, Logan, Patrick Proctor, Jill Davies, Mary Riley, Stephanie Kyriazis, Eldon Thompson, Michelle Sutherland, Chief Blish, Philip Swanson, and Beth Fish

**I. CALL TO ORDER**

Meeting called to order by Chairman Kahn at 7:05pm.

**II. CITIZEN COMMENTS**

Mr. Logan, questioned why it was not posted online or on the listserv.

Ms. Fish responded that the server went down prior to the agenda being posted and it was not able to be posted online, but was posted in 3 local places per law.

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

- A. VTRANS request to update sign at Prospect St. and Central St. to include a Marsh-Billings-Rockefeller sign above the Suicide Six sign.
  - i. This was discussed under other business.
- B. PERMIT TO HOLD A PARADE
  - i. Woodstock Elementary School Halloween Parade October 31<sup>st</sup> 1:50-2:20pm
    - 1. This was discussed under Requests for Permits

**IV. DISCUSSION WITH LAWYER**

- A. Ordinances to Regulates (Possibility of Enacting)
  - i. Brian Monaghan discussed with the Board of Trustees the possibility of enacting a vacant building ordinance. Monaghan wrote a memorandum to the board detailing what would need to be included in the ordinance as well as what other towns similar to ours are already doing. It was discussed whether the village trustees have the authority to control rent in the village via an ordinance, which they do not. During the discussion a question of what would the village need to do to get into a building to inspect and see if a building is safe was asked. Some research would have to be done, but the Health Officer has the ability to request access to verify that the building is safe. The board will look at all the information provided and request to be on the agenda of the Planning Commission to further look into their options.

**V. REQUESTS FOR PERMITS**

- A. Use of the Green
  - i. Light Garden Addendum Request – September 21<sup>st</sup> 7:00-10:00pm
    - 1. Ms. Nelson discussed the amendment to extend the music hours

**Motion:** by Mr. Goodenough to approve the Light Garden Addendum Request as proposed for September 21<sup>st</sup>.

**Seconded:** by Mr. Agin

**Discussion:** None

**Vote:** 5-0-0, passed.

- ii. Peak to Peak – October 13<sup>th</sup>
  - 1. Ms. Kyriazis from the National Park Service was in attendance to summarize the event and answer any questions.

**Motion:** by Ms. Cole to approve the Peak to Peak event on the green on October 13<sup>th</sup>.

**Seconded:** by Mr. Goodenough

**Discussion:** None

**Vote:** 5-0-0, passed.

B. Parade or Event

- i. Veteran's Day Parade – November 11<sup>th</sup>
- ii. Memorial Day Parade – May 25<sup>th</sup>, 2019

1. Ms. Riley represented the group and answered questions about both events.

**Motion:** by Mr. Goodenough to approve both the Veteran's Day Parade on November 11<sup>th</sup>, 2018 and the Memorial Day Parade on May 25<sup>th</sup>, 2019.

**Seconded:** by Mr. Agin

**Discussion:** Chairman Kahn asked if there were any planned changes to the parade, to which Ms. Riley replied that there were none, but if there were to be any, the group would request an amendment.

**Vote:** 5-0-0, passed.

- iii. Woodstock Elementary School Halloween Parade October 31<sup>st</sup> 1:50-2:20pm

**Motion:** by Mr. Agin to approve the Woodstock Elementary School Halloween Parade for October 31<sup>st</sup> from 1:50 to 2:20.

**Seconded:** by Mr. Goodenough

**Discussion:** None

**Vote:** 5-0-0, passed.

iv.

C. Use of the Sidewalk

- i. Little White Church Display on the Dummy – November 23<sup>rd</sup> – January 2<sup>nd</sup>

1. Mr. Thompson presented on behalf of the permittee.

- a. A discussion on location was had, as the board does not support the dummy as a location, as it could be a distraction and hazard. The board supports having it in the village, but it is suggested that maybe it could be on the Green, at the historical society, or maybe on the triangle where the town crier board is located.

2. The Board suggested that the group reevaluate the location and return with a new permit location.

## VI. POLICE CHIEF'S REPORT

A. Chief Blish gave a report of events that have happened since the last meeting, as well as upcoming events. 8 vehicles were "broken" into last night, all vehicles were unlocked and items were stolen from all of those vehicles.

B. Smart Meters

- i. A memo was sent out to the board regarding meter costs and how costly the repairs are for the smart meters. There are 24 meters sitting on Ms. Sutherland's desk, and the company wants to know what is wrong with them and she cannot give that information, as she isn't able to tell. She is not a technician, nor does she have the time or ability to troubleshoot all of the non-functioning meters. Harold and Terri are also not able to troubleshoot for the same reasons. She has contact IPS Customer Service and they are not very willing to work with her to solve the issues. Over the last 9 months there have been great than 1100 malfunctions on the ~167 meters.
- ii. Mr. Agin asked for Mr. Swanson to see if there was a contract between IPS and Village of Woodstock and what the time period for this contract was if it exists. He remembers a contract, but not what the time period was.

## VII. VILLAGE MANAGER'S REPORT

A. Village Financial Reports

- i. A report was given to the Board of Trustees for review and Mr. Swanson summarized and answered a question of expenses.

B. Update on Lights on the Green

- i. All components have been delivered, but there is not enough money in the budget to get them installed.
- ii. Mr. Swanson doesn't see a path to have them installed before foliage, but hopefully before Thanksgiving.

## VIII. OLD BUSINESS

### A. High Street Safety Issues

- i. The signs that the board has approved have been ordered and will be installed when they arrive.
- ii. Mr. Swanson asked that the board consider fog lanes on High St. to protect the wall at the crest of the hill coming up from Central St., and direct people more towards the center of the road and not the edge.

### B. 15 Maple Street Request for Variance

- i. A handout was given to the board with information on their request. They are requesting an additional curb cut to allow two parking areas instead of one larger area, as they have recently made the house into two apartments.

**Motion:** by Mr. Agin to approve the variance request at 15 Maple Street.

**Seconded:** by Ms. Nelson

**Discussion:** None

**Vote:** 5-0-0, passed.

## IX. NEW BUSINESS

### A. Village Cruiser

- i. Chief Blish wanted to inform the Board of Trustees of the upcoming purchase of a new police cruiser for the Village of Woodstock. It is already in the budget and the board already approved the purchase, therefore no motion is needed, and Chief Blish is able to purchase the cruiser.

### B. Title 8 Ordinance

#### i. Adopt Revisions to Title 8

1. Mr. Swanson reviewed the summary with the board and discussed the changes that were made in Revision #3

**Motion:** by Mr. Goodenough to adopt Title 8 Revision #3 as presented.

**Seconded:** by Ms. Cole

**Discussion:** Mr. Agin asked about tabling this until we found out about the meters. Discussion ensued and the board explain how another revision could be made to adjust the parking meter rates.

**Vote:** 5-0-0, passed.

### C. Investment Advisory Group Update

- i. Ms. Davies and Mr. Proctor presented a proposal to change the allocation of funds by reallocating \$380,000 from Vanguard FTSE Social Index Funds to Vanguard Intermediate-Term Treasury Index Fund. This would make it a 60-40, which is conservative and the committee believes that they should act conservatively in their decisions.

**Motion:** by Mr. Goodenough to approve the proposal to change the allocation of funds by reallocating \$380,000 from Vanguard FTSE Social Index Funds to Vanguard Intermediate-Term Treasury Index Fund.

**Seconded:** by Mr. Agin

**Discussion:** None

**Vote:** 5-0-0, passed.

### ~~D. Capital Reserve Committee~~

## X. OTHER BUSINESS

### A. VTRANS request to update sign at Prospect St. and Central St. to include a Marsh-Billings-Rockefeller sign above the Suicide Six sign.

- i. There were no objections by the board to add this sign, Mr. Swanson will notify VTRANS of the approval.

### B. Chairman Kahn will sign warrants for the remainder of the month of September,

## XI. APPROVAL OF MINUTES –August 14, 2018

**Motion:** by Mr. Agin to approve the minutes from August 14, 2018 as submitted.

**Seconded:** by Mr. Goodenough

**Discussion:** None

**Vote:** 5-0-0, passed.

## XII. REVIEW EXPENSE WARRANTS

**XIII. ADJOURNMENT**

**Motion:** by Ms. Nelson to adjourn the meeting at 8:33pm pending review of expense warrants.

**Seconded:** by Mr. Goodenough

**Discussion:** None

**Vote:** 5-0-0

Respectfully Submitted,

*Beth Fish*

Jeffrey Kahn, Chair

Ward Goodenough

Cary Agin

Keri Cole

Serena Nelson