

TOWN OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
December 11, 2018
7:00pm
Woodstock Town Hall
Minutes

Present: Cary Agin, Serena Nelson, Chairman Jeffrey Kahn, Ward Goodenough, Keri Cole, Philip B. Swanson, Sargent Joseph Swanson, Charlie Kimball, and Beth Finlayson

I. CALL TO ORDER

- A. Chairman Kahn called the December 11, 2018 meeting of the Village Trustees to order at 7:02pm.

II. CITIZEN COMMENTS

- A. A letter from James Kachadorian was sent to the Village Trustees regarding free parking for those with a veterans' number plate. The letter states that while parking in Hanover Mr. Kachadorian was approached by a meter attendant and told he didn't have to put money in the meter because he had a Veterans' license plate.
- i. The letter was read into record by Chairman Kahn.
 - ii. Mr. Agin had contacted Hanover Police and talked with Sargent Jeffrey Ballard regarding this letter and they have no knowledge of free parking for those with a Veterans' plate. Mr. Agin spoke with Sargent Jeffrey Ballard. It is not in Hanover's parking ordinances nor do they have anything in their authority to do something like that.
- B. Mr. Agin would like everyone to know that VACE is offering health insurance at a discounted group rate. This is through the Chamber of Commerce. Open enrollment is only open until December 15, 2018.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA - NONE

IV. REQUESTS FOR PERMITS

- A. Covered Bridges Half Marathon – 06/02/2019

Motion: by Mr. Agin to approve the permit as submitted.

Seconded: by Mr. Goodenough

Discussion: None

Vote: 5-0-0, passed.

V. POLICE CHIEF'S REPORT

- A. A verbal report was given by Sargent Swanson.
- i. The Turkey Trot was a success with no incidents. There was a lot of traffic during Wassail Weekend. No incidents were reported, but people felt that there was a lack of traffic control immediately following the

parade. There will be some logistics to figure out if there is going to be this much traffic in the coming years.

- ii. 100 new batteries ordered for the meters.
- iii. The Police were involved in the Governor's Highway Safety Program Thanksgiving Click it or Ticket campaign. There will be two other campaigns coming up as well.
- iv. Phone, Radio, and other Equipment went down during the storm on December 4th. Some of the equipment on the Tower in South Woodstock was damaged and needs to be replaced.
- v. Reminders have been sent out about shoveling sidewalks and winter parking bans.

VI. VILLAGE MANAGER'S REPORT

- A. Mr. Swanson would like to thank the property owners in the village for keeping their sidewalks cleared.
- B. All the new lights are working on the Green. It is really great to have the outlets at the bottom of the poles.
- C. Woodstock Village was a little slow clearing snow, as the snow blower was broken down. It is now fixed and the snow was cleared.
- D. There is no financial report available, but Mr. Swanson hopes to have one for January.
- E. Budget Books should be distributed to the Trustees on the 8th of January and then dates can be set for budget meetings.
 - i. The Trustees should think about report dedications and photo for the cover.

VII. OLD BUSINESS

- A. E-911 Address Update
 - i. Mr. Swanson has requested that the Board table this, as he has not received the letter from the State E-911 Coordinator yet.

VIII. NEW BUSINESS

- A. EDC Land and Water Conservation Fund Grant Update
 - i. Mr. Kimball addressed the Trustees about the River Loop Trail. The grant that the EDC is applying for would provide funds for easements for the trail. The East End Park would be the start of the trail and would have a kiosk. It would be a great addition to the walking village.
 - ii. There is no plan in place right now for long term expenses.
- B. Contract for Services – Lobbying Rte. 4 Over Length Requirements
 - i. Clare Buckley from Leonine Public Affairs has a rapport with the House and Senate. Ms. Buckley informs Mr. Swanson if there is anything of interest regarding Route 4 and trucks.

Motion: by Ms. Nelson to approve the contract as submitted with Leonine Public Affairs, LLP.

Seconded: by Ms. Cole

Discussion: The contract is for \$2500/month when the Vermont General Assembly is in session.

Mr. Kimball- it is a complicated place to keep track of everything that is going on. Having someone like Leonine watching the Transportation Committee is a good idea and he agrees that they don't miss anything. He believes that it is worth it for the money

Vote: 5-0-0, passed.

C. Woodstock Public Boards, Committees, and Commissions Procedures and Processes Review

i. A few suggestions were made for changes.

1. As submitted, "Candidates will all be notified by email immediately after that meeting"

a. New wording, "Candidates will all be notified by email within 48 hours of the meeting."

2. As submitted, "Attend 80% of meetings by phone or in person (unless there are extenuating circumstances) and..."

a. New wording, "Attend 80% of meetings (unless there are extenuating circumstances) and..."

Motion: by Mr. Goodenough to adopt the guidelines with the noted changes.

Seconded: by Ms. Nelson

Discussion: There are by-laws for certain boards, but not all boards have this. Mr. Swanson will contact VLCT legal to see if this needs to be in the form of an ordinance.

Vote: 5-0-0, passed.

IX. OTHER BUSINESS

X. APPROVAL OF MINUTES from November 13, 2018 and November 21, 2018

A. November 13, 2018 Trustee Meeting Minutes

Motion: by Mr. Agin to accept the November 13, 2018 meeting minutes as submitted.

Seconded: by Mr. Goodenough

Discussion: None

Vote: 5-0-0, passed.

B. November 21, 2018 Joint Meeting Minutes

i. Line 27 should be changed from Planning Commission to both the Select Board and Village Trustees.

ii. Line 60 should be towns, not times.

Motion: by Ms. Nelson to accept the November 21, 2018 meeting minutes with the proposed changes

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

XI. REVIEW EXPENSE WARRANTS

XII. ADJOURNMENT

Motion: by Mr. Goodenough to adjourn the meeting pending review of expense warrants at 7:46pm.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

Jeffrey Kahn, Chair
Ward Goodenough
Cary Agin
Keri Cole
Serena Nelson