

TOWN OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
February 12, 2019 at 7:00pm
Woodstock Town Hall
MINUTES

Present: Chairman Jeffrey Kahn, Keri Cole, Ward Goodenough, Cary Agin, Serena Nelson, Ana DiNatale, Chief Robbie Blish, Joe Swanson, Nico Seldon, Philip B. Swanson (via phone), and Beth Finlayson

I. CALL TO ORDER

- A. The February 12, 2019 meeting of the Village Trustees was called to order by Chairman Kahn at 7:01pm

II. CITIZEN COMMENTS

- A. Letter mailed from Patricia Healey
- i. A letter addressed to the Select Board, but pertaining to Village matters was read into the minutes by Chairman Kahn.
 1. While visiting Woodstock on the weekend of January 26th, Ms. Healey and her family struggled to include a family member suffering from ALS and is wheelchair bound. They stated that they “struggled to carry her (wheelchair bound person) over snowbanks, narrow walkways, and rutted sidewalks.” The wheelchair bound person was not able to accompany the family while they toured the village due to the sidewalks not being cleared and accessible to the disabled. Ms. Healey concluded her letter by asking the Village to consider ensuring that sidewalks are cleared and safe for everyone who visits.
 - ii. Chairman Kahn will email Ms. Healey about this letter and thank her for bringing this to the Trustees attention.

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

- A. Coalition Against Bigger Trucks Campaign
- i. Trustees would like to support this campaign. Ms. Fish will email the link for the Trustees to sign a letter of support.

IV. REQUESTS FOR PERMITS

- A. USE OF THE GREEN
- i. Maple Madness – March 23, 2019 from 10-2pm

Motion: by Mr. Agin to approve the Maple Madness event on March 23, 2019 as submitted.

Seconded: by Mr. Goodenough

Discussion: Chairman Kahn asked about the Certificate of Insurance for \$1,000,000 with the Village of Woodstock named as an additional insured. Ms. Finlayson said that she would send over a copy of the COI to Ms. Fish to put on file for all events that the Woodstock Area Chamber of Commerce is hosting.

Vote: 5-0-0, passed.

- ii. Market on the Green – June 5, 2019 to October 16, 2019 from 1-7pm, 3-6pm for customers

1. The rules have not changed for 2019, Ms. Finlayson will send the 2019 rules, as the one's submitted with the application say 2018.

Motion: by Mr. Agin to approve the application as submitted with the understanding that Ms. Finlayson will send the 2019 rules to Ms. Fish for filing.

Seconded: by Mr. Goodenough

Discussion: A question was asked about the date seeming to be later in October this year. Ms. Finlayson informed the Trustees that the event ends the week of Columbus Day. Columbus Day this year is later, October 14, 2019, and additionally in further applications you will find that other events are later in the month due to the calendar.

Vote: 5-0-0, passed.

- iii. Woodstock Chamber Art Festival – September 7 & 8, 2019 from 10-5

Motion: by Ms. Nelson to approve the application as submitted.

Seconded: by Ms. Cole

Discussion: Mr. Agin asked why this event wasn't moved to a higher traffic weekend. Ms. Finlayson said that this event was to draw more traffic on a slower weekend. The vendors do very well at this event and it does draw its own traffic.

Vote: 5-0-0, passed.

- iv. Wassail Weekend – December 14, 2019 from 9-6pm

1. Due to the calendar, it falls later in the month. Chairman Kahn asked that the number of vendors be reduced to 10 from 20.
2. Bill Luth has retired and a new pooper scooper is needed.

Motion: by Mr. Goodenough to approve the application as submitted with the change of the number of vendors from 20 to 10.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

B. PARADE OR EVENT ON PUBLIC STREET.

i. Parade

1. Hoof Around the Green – March 23, 2019 from 10-11am
 - a. Second year doing this event. It was a fun event.

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

Seconded: by Ms. Nelson

Discussion: None

Vote: 5-0-0, passed.

2. Wassail Parade – December 14, 2019 from 2-3pm

- a. Ms. Finlayson talked about people not parking at the park and ride as the horses have to walk through that area to the parade route and it made the horses nervous with the cars and people so close.

- i. Chief Blish agrees that closing the Park and Ride would be a good idea. The Police Department can put up a temporary barrier to close of the park &

ride from both sides, so that no unauthorized vehicles can park there.

- b. Ms. Finlayson is open to any ideas for additional parking for parade spectators.
- c. More volunteers or maybe the Norwich Cadets are needed for crowd control, as the crowd was too close to the horses and it made for possible hazards.

Motion: by Ms. Cole to approve the application as submitted with the suggestion that more crowd control is needed.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

ii. Event

1. VT Escape – May 18, 2019 from 12 to 4.

- a. Mr. Swanson and Mr. Seldon presented the VT Escape event, to benefit Zack's Place, to the Trustees. This is a new event and will include a mixture of luxury vehicles on display after a rally.
- b. A discussion ensued about the use of the Green and what the plan would be if the Green was not available due to rain or the ground being soft. Court Street would be the backup plan in that case, as it was the location for the overflow of vehicles.
- c. Someone asked about closing Elm Street for this event, as it seems to be a better location and won't be dependent on weather. It was decided that Elm Street would be a better location for the event.

Motion: by Mr. Agin to approve VT Escape Event pending the receipt of the proper application to hold the event on Elm Street.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

2. Taste of Woodstock – August 10, 2019 from 7-7pm

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

Seconded: by Mr. Goodenough

Discussion: None

Vote: 5-0-0, passed.

3. Point to Point Race – August 10, 2019

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

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

D. PERMIT FOR USE OF THE SIDEWALK

- i. Sidewalk Sale Weekend – May 24th and 25th, 2019
- ii. Sidewalk Sale Weekend – August 16th and 17th, 2019

Motion: by Mr. Goodenough to approve both application for Sidewalk Sale Weekends as submitted.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

V. POLICE CHIEF'S REPORT

A. Sidewalks

- i. Chairman Kahn has asked that Chief Blish be a little stricter on this.
- ii. Crosswalk bid is up this year and Mr. Swanson will look into adding crosswalks to the new contract.
- iii. Chairman Kahn would like the Select Board to address snow removal from the sidewalks, and find a different method to do so, and also remove the snow from between the meters.
 1. It is a safety hazard as people are walking in the street and can't get onto the sidewalk.
 2. Mr. Swanson will talk to Chairman Kahn about this
- iv. Casella destroyed a meter right next to the Woodstock Pharmacy
 1. Once it is fixed, a bill will be sent to them for repayment.
- v. A woman tripped and fell over a piece of metal sticking up in front of the area where 55 Central was located. Chief Blish will talk with Ken Vandenburg, the Highway Superintendent about a solution for this.

B. Meter Revenues for January 2019 - \$7905 in revenue versus \$7115 in January of 2018

- C. Chief Blish gave a verbal update of what is happening within the Police Department to the Trustees. This included Officer Ryan-Leblanc agreeing to become the Truant Officer with the retirement of Jim Otranto, and also a grant application that Officer Lucot would like to submit.
- i. Officer Lucot would like to apply for 100% reimbursement grant for detection meters that would alert police officers if they are in contact with certain hazardous contaminants, like radiological materials. There is no cost to the Village for these detectors, as it is a 100% reimbursement grant.
 1. The Trustees gave Chief Blish their approval to proceed with applying for this grant.

VI. VILLAGE MANAGER'S REPORT

A verbal report was given by Mr. Swanson via phone. Mr. Swanson summarized and explained some of the numbers on the financial report that was given to the Trustees. This included explaining that the expenditures for Capital Reserve Spending was over budget because the Police Cruiser was not budgeted, but the money was available and Mr. Swanson will look into the miscellaneous revenues to identify what they are.

VII. OLD BUSINESS

- i. Procedure for Board and Commission Appointments (revised)
 1. A discussion was had about this document and many questions were asked about the revised document. The Trustees decided that they would not take any action at this time, and would like to meet with the Select Board to finalize the document.
 - a. Chairman Kahn will contact Mr. Sutherland to setup a joint meeting with the Select Board for some time after Town Meeting day.

VIII. NEW BUSINESS

- A. Approve and Sign Warrant for Annual Village Meeting

Motion: by Mr. Goodenough to approve the Warrant for Annual Village Meeting as submitted.

Seconded: by Mr. Agin

Discussion: The Vermont Standard asked what the % of increase would be over last year. The exact number was not available at that time as nobody had their budget book on them, but someone would get that information to him.

Vote: 5-0-0, passed.

IX. OTHER BUSINESS

- A. None

X. APPROVAL OF MINUTES from December 11, 2018 and January 08, 2019

- A. December

- i. Line 6 from "Agenda" to Draft Minutes
- ii. Line 22 from "has" to had
- iii. Line 49 from "Tick it" to Ticket

Motion: by Mr. Agin to approve the meeting minutes from December 11, 2018 as submitted with the above changes.

Seconded: by Mr. Goodenough

Discussion: None

Vote: 5-0-0, passed.

- B. January

Motion: by Mr. Agin to approve the meeting minutes from January 8, 2019 as submitted.

Seconded: by Mr. Goodenough

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 8:10pm

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

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