

**TOWN OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING**

March 12, 2019

7:00pm

Woodstock Town Hall

Draft Minutes

Draft subject to approval

Present: Chairman Jeffrey Kahn, Keri Cole, Cary Agin, Serena Nelson, Ward Goodenough, Philip B. Swanson, Beth Fish, Mary Riley, Sargent Swanson, Erica Kurash, Noah Anderson, Sophie Leggett, Lilly Holding, Abe Kanda-Olmstead, Peggy Fraser, Gary Horseman

I. CALL TO ORDER

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

II. CITIZEN COMMENTS -None

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

A. Student Rally for Climate Change

- i. The students will be leaving the school from WUHS at 10:00am and traveling to the Village Green via College Hill, Shurtleff Lane, and Church Hill and returning to WUHS via the same route at 1:30pm.
- ii. The students have been advised to stay off of private property. The group present is intending to be dispersed throughout the group of students to ensure that they comply with the requests of the town and village.
- iii. Sergeant Swanson informed the Trustees about the plan to ensure the safety of the protesters. This included having 2 cruisers, a highway truck, and an ambulance staged along the route to assist with traffic safety.

Motion: by Ms. Nelson to approve the permit for use of the Village Green and the Permit to Hold a Parade or Event on a public street for the “Friday’s for our Future Strike March to the Green”.

Seconded: by Ms. Cole

Discussion: Ms. Nelson would like to commend the students for their efforts. Others agreed with Ms. Nelson.

Vote: 5-0-0, passed.

IV. REQUESTS FOR PERMITS

A. Use of the Village Green Permit

- i. Friends of the NWPL – Puppies & Pooches on Parade – 08/31/2019
10:30-12:00 noon.
 1. A limit of 70 dogs was set.

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

Seconded: by Mr. Agin

Discussion: Ms. Fish suggested an increase in poop bag locations for the event. Ms. Fraser agreed and will come up with a plan for more poop bags.

Vote: 5-0-0, passed.

V. POLICE CHIEF'S REPORT

- A. Ms. Nelson asked if the police can you track how much money has been put into the meters after the regular hours?
- B. Approximately 35% of transactions were credit transactions for February.
- C. 3 arrests for DUIs in February and 2 Fugitives from Justice.
 - i. Fugitive from justice – people with an arrest warrant from another state. US Marshall's office in Rutland notified Woodstock Police of a fugitive from justice located in Woodstock.
- D. There will be extra patrols on St. Patrick's Day for the Governor's Highway Campaign.
- E. Bill Luth has retired from dispatch and Nicole Nourse has taken his place.
- F. Officer Holmes has finished his Master's Degree.
- G. Sergeant Swanson has been appointed to the Special Investigative Unit.
 - i. He will be working with DCF and other agencies, to investigate child abuse, sexual assault, and other serious crimes.

VI. VILLAGE MANAGER'S REPORT

- A. Mr. Swanson gave a shout-out to Chairman Kahn for arranging the cover photo for the Village Report, and to Ms. Fish for photoshopping the photo so it is more visible on the report.
- B. Road Conditions Update
 - i. People are really upset about potholes this year. The highway crew is doing their best to keep the potholes patched.
 - ii. Mr. Kahn talked about the snow not being removed from in front of Elevation by the plow trucks. Mr. Swanson will talk to the highway superintendent about this.
- C. Sidewalks
 - i. The sidewalks are not being maintained very well in front of the memorial by the legion. It seems that they aren't salting and keeping the sidewalk clear.
 - ii. Another area where the sidewalks are not being kept clear is in front of the Optimist Center.
- D. Financial Report
 - i. A check came in for \$230,000 for the state's grant portion of North Street. This is why there is such an increase in revenue over the past month in grant monies.
 - ii. Ms. Nelson asked if it was possible to break out the police revenue.
 - 1. Mr. Swanson will look into this and email that breakdown to the Trustees.
- E. A tree blew over on the Village Green. This tree was planted in honor of Dr. Halley by her family. They plan on replacing the tree on their own in the spring.
- F. Grate in front of People's Bank on Central Street is becoming a hazard.

- i. Renovations are being done by the bank and it is on their list to have repaired. Sergeant Swanson will keep an eye on this and will let People's Bank know that they need to have it repaired by Memorial Day.
- ii. Same thing is happening at TD Bank
 - 1. Mr. Swanson informed the Trustees that the one by TD Bank is for electrical for the street lights, and would be an issue for the highway department to repair. He will have someone take a look at the area.

VII. OLD BUSINESS - None

VIII. NEW BUSINESS

A. Renew Agreement with Auditor

- i. Chairman Kahn asked about having Anna Pitts name removed from the contract and having Zoie Parent's name added, as she will be the staff accountant when this audit occurs.
- ii. The auditors would like to meet with the Trustees in May. They can meet with them during their regular Trustees Meeting on May 14th.

Motion: by Mr. Goodenough to approve the agreement pending the change of names from Ms. Pitts to Ms. Parent.

Seconded: by Ms. Cole

Discussion: to have the staff accountant Anna Pitts changed to Zoie Parent. The auditors would like to meet with the Trustees in May.

Vote: 5-0-0, passed.

B. Set Date for Special Village Meeting for the vote of tax exemption status'.

- i. Mr. Swanson told the Trustees that if they sign the warning for the Special Village Meeting at the April Trustees Meeting, then the May regular meeting could be the special Village Meeting.
- ii. The polls would not have to be opened for this meeting as the village is by voice vote with the exception of election of Trustees.
 - 1. A voice vote will be held for the tax exemption of the Merten's House, the Homestead, and Woodstock Rec Center.
- iii. Special Village Meeting will be held on May 14th, 2019 at 7:30pm at Woodstock Town Hall in the 2nd floor conference room.

C. Police Dept. increase of foot patrols

- i. Ms. Cole has asked about increasing the foot patrols and allow the public more interaction with the Police Department.
 - 1. Specifically Ms. Cole would like to see more foot patrols around the Green and near the Elementary school.
 - 2. Sergeant Swanson informed the Trustees that there is usually one day shift foot patrol, and one afternoon shift foot patrol depending on calls for the day.

IX. OTHER BUSINESS

A. Mr. Kahn asked if a Certificate of Insurance was received for all of the Chamber of Commerce Events.

- i. Ms. Fish informed the Trustees that it had not been received

ii. Mr. Swanson will ask for the Certificate of Insurance.

B. Trustee Assignments for summarizing the budget at the Village Meeting.

- i. Chairman Kahn – General Government
- ii. Mr. Agin – Police
- iii. Mr. Goodenough – Boards and Agencies
- iv. Ms. Cole – Village Highway
- v. Ms. Nelson – Miscellaneous

C. Chairman Kahn would like for the Trustees to write a note on the inside cover of a Village Report for Mr. Thulander and then he will send it along to him.

X. APPROVAL OF MINUTES from January 21st, 2019 and February 12th, 2019

A. February 12th, 2019 Minutes

- i. Line 40 – “Maple Madness even” to “Maple Madness Event”
- ii. Line 97 – “Ms. Finlayson is opened” to “Ms. Finlayson is open”.
- iii. Line 163 – “Once it is fixes” to “ Once it is fixed”

Motion: by Mr. Goodenough to approve the meeting minutes from January 21, 2019 and February 12, 2019 with corrections mentioned above.

Seconded: by Ms. Nelson

Discussion: Corrections suggested by Chairman Kahn

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 7:55pm.

Seconded: by Ms. Nelson

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish