

**TOWN OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
May 14, 2019
7:15pm
Woodstock Town Hall
Draft Minutes**

Draft: Subject to approval

Present: Chairman Jeffrey Kahn, Cary Agin, Keri Cole, Serena Nelson, Ana DiNatale, Joe DiNatale, Christian Avard, Corwin Sharpe, Joe Swanson, Greg Gosselin, Ray Bourgeois, Mary Riley, Beth Finlayson, Carol Cunningham, Zoie Parent, Tyler Kimberly, John Mudgett, Jack

I. SPECIAL VILLAGE MEETING at 7:00pm

II. CALL TO ORDER

Chairman Kahn called the May 14, 2019 meeting of the Trustees to order at 7:15pm.

III. AUDITORS REPORT – Review and approval of audit for FY’18

- A. Tyler Kimberly gave a summary of the FY’ 18 Audit. Questions were asked and answered about the audit report. This included questions about capital budget and spending.
- B. Mr. Agin asked if the Town and Village were merged would the accounting and reconciliation be easier.
 - i. Mr. Mudgett agreed that it would be easier to reconcile and audit with the Town and Village combined.
 - ii. Chairman Kahn stated that while it would be more time effective and easier, the Village would lose money from State funding.

Motion: by Ms. Nelson to approve the FY’ 18 audit as submitted.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

IV. CITIZEN COMMENTS -None

V. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA - None

VI. REQUESTS FOR PERMITS

A. **Parade** - Woodstock Alumni Parade – June 15, 2019 from 2pm-5pm

B. **Use of the Green**

- i. Woodstock Alumni Parade – June 16, 2019 from 7am-5pm

Motion: by Ms. Cole to approve the permits for a parade and use of the green as submitted by the Woodstock Alumni Association.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

- ii. Sustainable Woodstock – Bookstock – July 26-29, 2019 from Thursday at 8am until Sunday at 4pm

Motion: by Ms. Cole to approve the permit as submitted by Sustainable Woodstock for the Bookstock Event.

Seconded: by Mr. Agin.

Discussion: None

Vote: 5-0-0, passed.

- iii. Porsche Club of America – September 5, 2019 from 4pm-6pm

Tabled – until next meeting. They would like a representative to attend the meeting.

C. Use of the Sidewalk – Woodstock Sports – 2 planters in front of building

- i. Chairman Kahn and Mr. Agin talked about grandfathering the planters to allow the current owners to place the planters without seeking further yearly approval from the Trustees.
- ii. It was agreed that this “grandfathering” shall only be approved for the current owners of Woodstock Sports and that the owners are responsible for the 2 planters as well as any liability from injury caused by such planters.
 - 1. They are liable for the planters.

Motion: by Mr. Agin to approve and allow the grandfathering of 2 planters to be put out every year by the current owner (PETER C JOHNSTON HOLDINGS LLC) of Woodstock Sports, as long as the owners assume responsible for the 2 planters as well as any liability from injury caused by such planters. If ownership changes, this permission will need to be discussed.

Seconded: by Ms. Nelson

Discussion: None

Vote: 5-0-0, passed.

D. Use of the East End Park – Sustainable Woodstock – East End Eats

- i. Members of Sustainable Woodstock were present to answer questions. Most of the trucks will be up on top in the parking lot, with a few down in the park.
- ii. Ms. DiNatale suggested that the parking be handled carefully as the previous year had some issues. Chairman Kahn asked about a police presence for parking and such. Sustainable Woodstock thinks that parking can be managed through signage and more volunteers.
 - 1. Sustainable Woodstock stated that they will be looking for more volunteers for the event.

Motion: by Ms. Cole to approve the permit as presented for Sustainable Woodstock East End Eats Event.

Seconded: by Ms. Nelson

Discussion: None

Vote: 5-0-0, passed.

VII. POLICE CHIEF’S REPORT

- A. Sergeant Swanson was present to give an update from the Police Department.
- B. May 17th at 2pm the VT Police Memorial will be held at the Police Academy.
 - i. Officer Ryan-LeBlanc will be singing the national anthem.
 - ii. Chief Blish will be calling out names of Vermont’s fallen police officers.
- C. WPD conducted a cellphone action plan on April 26th. In less than 2 hours, 7 tickets were issued, 5 of which were for cellphone use.
- D. Officer Lucot is transitioning from Full Time back to Part Time, so they will be looking for a Full-Time officer soon.
- E. On May 18th the HS prom will be held at the Woodstock Country Club, so there will be extra patrols during that time.
- F. There will be traffic delay on May 25th for the Memorial Day Parade.
- G. Elm Street will be closed this coming Saturday for the car show.
- H. Covered Bridges Half Marathon will be on June 2nd. There will be extra patrols for this event, and delays should be expected.

VIII. VILLAGE MANAGER’S REPORT

- A. Financial Report - This report was distributed to the Trustees for review.
- B. A list of Tax-Exempt Buildings and what they would be charged in taxes if not exempt was distributed to the Trustees.
- C. The Town will be doing some repaving on Route 4 in the Village after July 1st.
- D. The highway department will fix the grate in front of TD Bank as soon as the weather is warm enough to pour concrete.
- E. Mr. DiNatale would like to see an increase in patrols for overlength trucks, to dissuade trucks from going through the Village.

IX. OLD BUSINESS - None

X. NEW BUSINESS

- A. EDC Village Revitalization update – Joe DiNatale, Beth Finlayson, and Ray Bourgeois.
 - i. 3 Grants were approved by the EDC on May 13, 2019. This included \$5,000 for the renovation and improvement of Teagle Landing Park, \$7,000 for benches, and \$16,000 to create bump outs at the crosswalks on the Green (No. & So. of Park), Elm Street, and intersection of High Street and Central Street.
 - ii. A discussion ensued about trash cans around the Village.
 - iii. The Village Trustees are being asked to match the grant of \$5,000 for the renovation and improvement of Teagle Landing Park.

Motion: by Mr. Agin to approve the \$5,000 to match the grant from the Village Beautification Fund.

Seconded: by Ms. Cole.

Discussion: Ms. DiNatale asked about the status of other beautifications in the Village. Ms. Finlayson stated that the Holiday Lights are not fully funded yet, but the Woodstock Chamber of Commerce supports the use of the \$5,000 for the revitalization of Teagle Landing Park.

Vote: 5-0-0, passed.

B. Sustainable Woodstock proposed MOU with Trustees regarding East End Park.

i. Changes to the MOU are to include:

1. Section D,1.: An amendment to specify that SW will conduct regular mowing (except for weed whacking), once annual tree work, and lawn fertilization for the 2019-2020 year.
2. Section D, 2.: add “which are permitted by the Village Trustees” at the end of the sentence.
3. Section D, 4.: replace “trails” with “paths”
4. Section D, 8.: replace “trails” with “paths”
5. Section D, 9.: add “only to the extent that they own the land.” at the end of the sentence.

Motion: by Mr. Agin to approve the MOU with the suggested changes.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

C. National Park Speed Sign

Motion: by Mr. Agin to allow the NPS to place the sign in the southbound travel area.

Seconded: by Ms. Nelson

Discussion: Chairman Kahn made a statement about needing approval from the Trustees and Police force to put out radar signs. This is not something that citizens can do as they wish.

Vote: 5-0-0, passed.

XI. OTHER BUSINESS

A. A date and time needs to be agreed upon for a Joint Meeting with the Select Board.

- i. Dates suggested by the Trustees are June 4th or June 6th at 8:15am. Mary will bring this to the Select Board for them to decide on a day.

XII. APPROVAL OF MINUTES from April 09, 2019

Motion: by Mr. Agin to approve the perfect minutes from April 9, 2019.

Seconded: by Ms. DiNatale.

Discussion: None

Vote: 5-0-0, passed.

XIII. REVIEW EXPENSE WARRANTS

XIV. ADJOURNMENT

Motion: by Mr. Agin to adjourn the meeting pending review of expense warrants at 9:05pm.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish