

**BOARD OF VILLAGE TRUSTEES
WOODSTOCK SELECT BOARD**

June 04, 2019

8:15 AM

Woodstock Town Hall

JOINT MEETING

Minutes

Present: Select Board Chairman L.D. Sutherland, Mary Riley, John Doten, Jill M. Davies, Ray Bourgeois, Trustees Chairman Jeffrey Kahn, Keri Cole, Cary Agin, Ana DiNatale, Phil Swanson, Beth Fish, Michael Brands, Lynn Beach, Joe DiNatale, Beth Finlayson, Sally Miller, Ken Vandenburg

I. CALL TO ORDER

a. Select Board

- i. Chairman L.D. Sutherland called the joint meeting with the Trustees to order at 8:17am.

b. Village Trustees

- i. Chairman Jeffrey Kahn called the joint meeting with the Select Board to order at 8:17am.

II. DANGEROUS & VACANT BUILDING ORDINANCE

- a. Ms. Davies gave a background on the ordinance and presented the ordinance that was reviewed by the lawyer. Ms. Davies was told by the lawyer that the Town Ordinance would cover the Village as well.
- b. A Safety Officer will be appointed to assist with the inspection of the buildings. Fire Chief David Green is a likely candidate for this position due to his background.
- c. A handout of the State Fire Code for seasonal and vacant buildings was given out by Mr. Sutherland to the boards.
- d. A discussion ensued about the ordinance and how it would work.
- e. Mr. Kahn would like for the ordinance to be mailed to owners of buildings that have been identified as dangerous or vacant. A Certified with return receipt mailing will be sent.
- f. An attorney from VLCT was hired to draft this ordinance.
 - i. Mr. Swanson would like for the Village to be included in the language of the ordinance so there is no confusion.

Motion: by Mr. Agin to approve the ordinance with the additional language to include the Village as presented.

Seconded: by Ms. Cole

Discussion: None

Vote: 4-0-0, passed.

Motion: by Ms. Riley to approve the ordinance with the additional language to include the Village as presented.

Seconded: by Mr. Bourgeois

Discussion: When this is adopted and sent to the owners, is there going to be a period where they can respond and make corrections? The ordinance has a 60-day period before it goes into effect, therefore they have 60 days before any action can be taken.

Vote: 5-0-0, passed.

III. PROPOSAL TO STANDARDIZE WOODSTOCK PUBLIC BOARDS, COMMISSIONS & COMMITTEE PROCESSES & PROCEDURES GUIDELINES

- a. Ms. Davies and Ms. Cole have been working on this since December 2018. Ms. Davies gave a brief summary of the guidelines.
- b. Mr. Kahn's has some concerns including that all members of any board/commission/committee should be residents of Woodstock.
 1. Ms. Davies asked for Mr. Brand's opinion and thoughts on this matter. A discussion ensued where it was discussed that it is hard to get people to volunteer for these positions and diminishing the candidate pool further might be detrimental.
 - a. 60% of homeowners in the Town and Village of Woodstock are 2nd homeowners, which limits the numbers available.
 2. A discussion ensued about the eligibility of all boards.

Motion: by Ms. Davies to approve the guidelines as submitted with the change of Capital Budget Commission to Capital Budget Committee.

Seconded: nobody seconded this motion.

Motion: by Ms. Cole to approve the guidelines as submitted with the change of Capital Budget Commission to Capital Budget Committee and to strike the need to attend the Open Meeting Law Training.

Seconded: by Mr. Agin

Discussion: Mr. Kahn doesn't believe that there is a need to have people attend an open meeting law training. Ms. Cole agreed to amend her motion to strike the need to attend the Open Meeting Law training.

Vote: 3-0-1, passed.

Motion: by Ms. Riley to approve the guidelines with the change of Capital Budget Commission to Capital Budget Committee, striking the need to attend the Open Meeting Law Training, and change the requirement to all but one member must be a resident of the Town/Village of Woodstock.

Seconded: by Ms. Davies

Discussion: None

Vote: 5-0-0, passed.

Motion: by Ms. Cole to approve the guidelines with the change of Capital Budget Commission to Capital Budget Committee, striking the need to attend the Open Meeting Law Training, and change the requirement to all but one member must be a resident of the Town/Village of Woodstock.

Seconded: by Ms. Dinatale

Discussion: None

Vote: 5-0-0, passed.

Mr. Bourgeois brought up that the fact that the speaker phone isn't effective for members to call into meetings. Audience members are unable to hear those on the phone, and members on the phone can't hear the audience. Mr. Swanson will investigate this matter.

IV. SHORT TERM RENTALS

- a. Ms. Davies gave a summary of the handout given to the Select Board and Trustees. This included information on how the short-term rental market has grown and the impact of this. Several towns and cities have
 - i. Ms. Miller informed the boards that the current Short-Term Rental regulation was written in 2005 and this was before the short-term rental companies became popular. Have Joe McClane present as well. Last week of June for the public meeting.
 - ii. Public meeting needed to schedule a public hearing. Schedule this as soon as possible.
 - iii. Ms. Davies would recommend hiring the company to help and review in the next 12 months.

Motion: by Ms. DiNatale to pursue a relationship with Host Compliance and approve the Public Meeting for Thursday, June 27, 2019 at 7:00pm.

Seconded: by Ms. Cole

Discussion: None

Vote: 4-0-0, passed.

Motion: by Ms. Davies to pursue a relationship with Host Compliance and approve the Public Meeting for Thursday, June 27, 2019 at 7:00pm.

Seconded: by Ms. Riley

Discussion: Chairman Sutherland asked about the conversation Ms. Davies had with Host Compliance. Ms. Davies will email the boards with more information about Host Compliance as well as the recorded conversation that was had with Host Compliance.

Vote: 5-0-0, passed.

V. OTHER BUSINESS

- a. Ms. Davies asked about scheduling quarterly joint meetings with the Select Board and Village Trustees.
 - i. All members have agreed to have these meetings.

VI. ADJOURNMENT

Motion: by Mr. Agin to adjourn the Trustees portion of the Joint Meeting at 9:57am.

Seconded: by Ms. Cole

Discussion: None

Vote: 4-0-0, passed.

Motion: by Ms. Riley to adjourn the Select Board portion of the Joint Meeting at 9:57am.

Seconded: by Mr. Bourgeois

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

Village Board of Trustees:

Jeffrey Kahn, Chair
Cary Agin
Keri Cole
Serena Nelson
Antonina DiNatale

Town Select Board:

L.D. Sutherland, Chair
John Doten
Jill M. Davies
Mary Riley
Ray Bourgeois