

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

June 11, 2019

7:00 pm

Woodstock Town Hall

Minutes

Present: Chairman Jeffrey Kahn, Cary Agin, Keri Cole, Serena Nelson, Ana DiNatale (joined at 7:05pm), Beth Fish, Ray Bourgeois, Christian Avard, Beth Finlayson, Phyllis & Kurt Gerrish, Jennifer Raymond, Joanna Garvish, Janet Mayberry- Laughlin, Kip Dalury, Police Chief Robbie Blish,

I. CALL TO ORDER

A. Chairman Jeffrey Kahn called the meeting to order at 7:02pm.

II. CITIZEN COMMENTS -None

III. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

- A. **Letter from David Brown regarding Bentley's Building** – This was discussed under IV-B: Use of the Sidewalk
- B. **Executive Session** – Personnel Matters – This was taken up at the end of the meeting before the review of expense warrants.
- C. **River Street Traffic Issues** – This was discussed under V-A: Police Chief's Report.

IV. REQUESTS FOR PERMITS

A. Use of the Green

- i. Class of 2021 – Bake Sale – June 15, 2019 from 7am-2pm

Motion: by Mr. Agin to approve the permit for Use of the Green on June 15th for the Class of 2021 Bake Sale as submitted.

Seconded: by Ms. Cole

Discussion: None

Vote: 4-0-0, passed.

- ii. Porsche Club of America – Auto Show – September 5, 2019

1. Tabled until July 9th Meeting.

- a. Ms. Fish will email the local contact to let her know that this has been tabled again.

- iii. Spectrum Teen Center – John Langhans Race – July 4, 2019

Motion: by Mr. Agin to approve the permit for Use of the Green on July 4th for the Spectrum Teen Center John Langhans Race as submitted.

Seconded: by Ms. Cole

Discussion: None

Vote: 4-0-0, passed.

B. Use of the Sidewalk

- i. Bentley's Block – Rehabbing the exterior – 2 weeks from 6-10am.

- 1. Bob Crowe submitted two Permits for Use of the Sidewalks on behalf of Woodstock Investments. The Bentley's Block owners, Woodstock Investments are proposing work to the building from

- August 5-19, 2019 from 6am to 10am with ladders. And then again on September 4-18, 2019 from 6am to 10am with a lift.
2. A letter from David Brown was read into the minutes regarding a safety concern to the public passing by the building.
 3. Mr. Kahn informed the audience that in a joint meeting with the Select Board, a Town Ordinance that includes the Village has been passed for Vacant Buildings.
 - a. Ms. DiNatale asked if the Town Ordinance covers the Village. It does cover the Village and the language includes the Village as well.

Motion: by Ms. Cole to approve the permits for Use of the Sidewalk submitted by Mr. Crowe with the conditions that the work be done Monday – Friday between 6am and 10am and the sidewalks must be clear and open by 10am.

Seconded: by Ms. Nelson

Discussion: Mr. Kahn brought up that several permits have been approved in the past for work on the exterior of the building, but no work was performed during the dates requested for the permits.

Vote: 5-0-0, passed.

V. POLICE CHIEF'S REPORT

A. **River Street Traffic Issues** – Robbie has put out the speed sign and increased patrols on River Street after complaints about traffic speed and noise.

- i. Ms. Raymond voiced concern when the police department isn't around, people use River Street like a racetrack. Also, an increase in volume on the street due to people using it as a bypass of the business district is an issue. Ms. Raymond suggest that a "no thru truck" sign be placed on either end of the street to discourage delivery trucks and such from using it as a bypass.
- ii. Chief Blish made the following suggestions:
 1. "no thru truck" signs on either end of the road.
 2. A 3-way stop sign at North Street
 3. Speed humps possibly in the area of the cemetery.
- iii. Ms. Mayberry–Laughlin voiced her concerns about the noise level on River Street and that delivery trucks are using the street as a through street. She would like to see a noise decibel reading for the trucks that are going through, as they are very loud.
- iv. The Trustees have suggested:
 1. That the "no thru trucks" signs be installed. To have it enforceable with a ticket, the ordinance would need to be modified. Chief Blish will look into this.
 2. A blue flashing speed sign near the cemetery. Chief Blish will try to see if he can get grant money to cover the cost of the sign. There is an associated cost to the sign as it needs a power source. Ms. Raymond volunteered her outside outlet. Ms. Finlayson said that the Woodstock Rotary owns a box right near the cemetery and that might be an option.
- v. Chief Blish will order "no thru trucks" signs and look into the grant for the flashing speed sign.

B. Chief's Report

- i. Meters- A different credit card (CC) processing company can save us .5 cents per CC transaction.
 1. Mr. Agin asked if the Trustees would have to wait until after the contract is up with the meter company? This is separate from the CC processing company.
- ii. There will be extra patrols this weekend with Alumni weekend and graduation on Friday.
- iii. Woodstock Police Department is participating in the CREEMEE From a Cop program. Free creemee at the White Cottage and Worthy Kitchen (Sweet and Salty). The cops will have these on them and when they see a child doing something good, they will hand one out.
- iv. Officer Le-Blanc participated in the presentation of medals at the Special Olympics Summer Games this past month.
- v. The full-time opening has been advertised, but no applications have been received yet.
 1. Officer Le-Blanc has stepped up to the plate and filled a couple of midnight shifts, while part time personnel have filled in the other open shifts.
- vi. The Police Department participated in the Woodstock Elementary School program where students earned "paw" points to get rewards. One of the rewards was a ride along in a WPD Police Car. It was a very popular reward and one that required the most amount of points.
- vii. The Police Department also participated in the Governor's Highway Safety Patrol from May 20 – June 6.
 1. 23 hours of extra patrols were conducted.
 - a. Resulting in 36 stopped vehicles
 - i. 14 Tickets; 5 for speed and 9 for other violations.

VI. VILLAGE MANAGER'S REPORT

- A. Financial Report – The financial report was distributed to the Board. No questions were asked, and the Board thought that they were on track to finish the end of the fiscal year on budget.

VII. OLD BUSINESS – None

VIII. NEW BUSINESS

- A. **Vermont Adaptive** – signage for Century Ride in the Village.
 - i. Mr. Dalury presented about the signage that they will be putting up on Friday and taking down after the last rider passes through on Saturday.
 1. The Trustees have no problems with signage and Chief Blish has no problems with the ride or the signage.
 2. No action is needed on this matter.
- B. **Green Mountain Power (GMP)** – Request to update power lines and put in new poles.
 - i. The Select Board has an issue with the poles not being removed in a timely manner, but this is a Trustees issue, not the Select Board.
 1. The part that takes time is getting the companies that lease the poles to move their equipment over to the new poles. Once all of

the equipment is moved to the new pole, GMP will come back and remove the old poles.

Motion: by Ms. Nelson to approve the agreement with Green Mountain Power for the Pole, Anchor, and Wire Locations for Swain Street with the following changes and additions.

- Reword the sentence starting “The Selectboard hereby finds that the cutting and trimming...” to:
 - “The Trustees hereby finds that the trimming of trees within the highway right of way is necessary for the construction, operation and maintenance of the line(s), excluding the areas marked “*no trimming allowed on this section*” on the map.”
- Change all mentions of Selectboard to Trustees.
- Add a sentence at the end to request that GMP have diligence in removing the old poles.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

C. Grants in Aid Program – Letter of intent to participate

- i. This is to the benefit of the Village of Woodstock.

Motion: by Ms. Cole to approve the Grants in Aid Letter of Intent to Participate as submitted.

Seconded: by Mr. Agin

Discussion: None

Vote: 5-0-0, passed.

IX. OTHER BUSINESS

A. EDC Revitalization Update given by Mr. DiNatale

- i. Benches - 14 Teak benches have been ordered and received and assembly is taking place. They should be installed in the next couple of weeks.
- ii. Bump outs – Based on Chief Blish’s recommendation, Mr. DiNatale and Mr. Bourgeois have talked about having a bump out on the Zack’s Place side of the street at that crosswalk as well as at Tribeau Park on the opposite side of the street.
 1. Mr. Agin asked if the crosswalks are going to be painted when the bump outs are installed.
 - a. Chief Blish has talked to Ken Vandenburg about the repainting of the crosswalks and Mr. Vandenburg has contacted the company that does the painting.
- iii. Trash Cans – the revitalization group will be getting rolling on this soon. Ms. DiNatale asked if the waste collection companies been contacted about recommendation on cans and possibility of composting bins. Ms. DiNatale suggested that they look at the legislature and make sure they have all their bases covered with the new composting laws.
- iv. Teagle Landing – The group has received a budget from Jack Rossi to convert the wooden steps to granite steps. In addition, the group will be adding a picnic table, handrails, a tree, 2 granite benches, and plants. The total budget is about \$50,000, of which the group already has \$10,000.
 1. The biggest expense will be the removal and installation of the steps and handrail.

- B. Mr. Bourgeois is going to look into the sidewalk grate in front of TD Bank. Mr. Swanson said that it would be fixed as soon as the weather was warmer.

- C. Street Sweeper – There will be options given at the Select Board meeting for a more permanent solution.
- D. Use of the Sidewalk Permit -Production company for Lane Bryant Commercial and Photos – July 15th -18th, 2019 Central and Elm Street.
 - i. **Tabled until the next meeting**, but the board has agreed that as described, they would approve the permit.

X. APPROVAL OF MINUTES from May 14, 2019 and joint meeting on June 4, 2019

A. May 14, 2019 Minutes

- i. Add Jack’s last name as Rossi in the people present.
- ii. Change from June 16th to June 15th on line 40.

Motion: by Mr. Agin to approve the minutes from May 14th, 2019 with the changes above and from June 4th, 2019 as submitted.

Seconded: by Ms. DiNatale

Discussion: None

Vote: 5-0-0, passed.

XI. EXECUTIVE SESSION – Personnel Matters

- A. Adjourn into executive session at 8:24pm by Chairman Kahn.
- B. Adjourn out of executive session at 8:53pm by Chairman Kahn.

XII. REVIEW EXPENSE WARRANTS

XIII. ADJOURNMENT

Motion: by Mr. Agin to adjourn the meeting pending review of expense warrants at 8:54pm.

Seconded: by Ms. Cole

Discussion: None

Vote: 5-0-0, passed.

Respectfully Submitted,

Beth Fish

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