

**VILLAGE OF WOODSTOCK
BOARD OF TRUSTEES
APRIL 23, 2020
9:00 AM
CONFERENCE CALL
MEETING
MINUTES**

Draft subject to approval.

Present: Chair Jeffrey Kahn, Cary Agin, Ana DiNatale, Keri Cole, William Kerbin, Nikki Nourse, Doug Warren, Fire Chief David Green, Police Chief Robbie Blish, Beth Finlayson

I. CALL TO ORDER

- a. Chair Kahn called to order the Trustees Meeting of April 23, 2020 at 9:02am.

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

III. NEW BUSINESS

- a. Review of Planning and Zoning Town Planner and Administrative Officer position
- i. Mr. Kerbin stated that Neal Leitner was interviewed by the Planning Commission, the Town Planner, and Frank Heald. Mr. Leitner will be attending the virtual Select Board meeting tomorrow morning at 9am.

Motion: by Mr. Agin to accept the decision of appointing Neal Leitner for the three-year term as Planning and Zoning Town Planner and Administrative Officer.

Seconded: by Ms. DiNatale.

Discussion: None.

Vote: 4-0-0, passed.

- b. Use of Sidewalk Permit – First Congregational Church of Woodstock
- i. Pastor Doug stated that the hope is to encourage neighbors and to be a physical expression of hope. They are providing sidewalk chalk in front of the church building. People who walk or drive by could view it. They are also showing pictures of it on their website. On the website people can also request help for things, and the church will help when needed.

Motion: by Ms. Cole to approve the use of sidewalk permit as submitted by the First Congregational Church of Woodstock.

Seconded: by Ms. DiNatale.

Discussion: None.

Vote: 4-0-0, passed.

- c. Re-Adoption of the Local Emergency Management Plan
- i. Mr. Kerbin stated this is the same Emergency Management Plan that is been in state for several years. Nothing has changed.
- ii. Mr. Agin asked about the emergency shelter situation.
- iii. Chief Green stated if a major incident were to occur, they can use Red Cross. If it is not a major event, they can use Woodstock Elementary School as an emergency shelter like it has been used in the past. However, Hartford will be used for any major events, like Irene for example. If we were to use the school Woodstock would have to supply everything and we do not have the manpower.
- iv. Mr. Kerbin stated the Emergency Management Plan needs to be adopted by May 1.

- v. Chief Blish stated that the Red Cross will not man an emergency shelter at WES. The school needs a new generator. About \$100,000 was cut from the school budget years ago and that was why the school is no longer used for an emergency shelter.
- vi. Mr. Agin stated it also had to do with the Supervisory District change that occurred.
- vii. Chief Green stated they can still use the school, but the school does not have a generator. They could rent one. FEMA could reimburse this.

Motion: by Ms. Cole to approve the re-adoption of the Local Emergency Management Plan.

Seconded: by Mr. Agin.

Discussion: None.

Vote: 4-0-0, passed.

IV. OTHER BUSINESS

- a. Chair Kahn stated that he has concern for when second homeowners start coming back. Another letter may need to be sent out. He would like to discuss this at the next regular Trustees meeting.

V. CITIZEN COMMENTS

- a. Ms. Finlayson stated that they are not gin got purchase new hanging baskets. They still have seven that are usable. They will be placed in the heart of the village. They will use the 19 pots that were purchased last year. They will place 2 large pots at the end of the library walkway closest to the road, 1 Small pot by the signs at Peoples United, 4 Pots by the benches across from Mon Vert- 2 large 2 small, 2 large pots at Welcome center, 2 pots at Tribute Park, 2 Small pots at Post office, 2 Large pots at Town Crier, 1 small pot by Bentley's steps, 2 small pots by the Christian Science Box, and 1 Large at the bottom of high St on the legion side.

Motion: by Ms. Cole to approve the placement of the hanging baskets and pots around the village as proposed by Beth Finlayson.

Seconded: by Ms. DiNatale.

Discussion: None.

Vote: 4-0-0, passed.

- b. Chief Blish stated that both the Memorial Day Parade and the Alumni Day Parade have been cancelled.

VI. ADJOURNMENT

Motion: by Mr. Agin to adjourn the meeting at 9:36am.

Seconded: by Ms. Cole.

Discussion: None.

Vote: 4-0-0, passed.

Respectfully submitted,
Nikki Nourse