

**VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
MAY 12, 2020
7:00 PM
CONFERENCE CALL
MINUTES**

Draft minutes subject to approval.

Present: Chair Jeffrey Kahn, Cary Agin, Ana DiNatale, Keri Cole, William Kerbin, Nikki Nourse, Police Chief Robbie Blish, Antonia Richie, Hannah Leland, Mary Riley, Allan Stein, Heath Vonada, Beth Finlayson, Ray Bourgeois, Wendy Marrinan

I. CALL TO ORDER

A. Chair Kahn called the Trustees Meeting of May 12, 2020 to order at 7:04pm.

II. CITIZEN COMMENTS - None

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

IV. EXECUTIVE SESSION TO DISCUSS PERSONNEL – will be done at end of meeting.

V. REQUESTS FOR PERMITS

- A. Use of the Village Green Permit – Senior Recognition – Woodstock Union HS
- i. Ms. Leland stated that due to COVID-19, seniors are not able to have graduation. They are hoping to showcase banners to show each of the seniors. They want to recognize them and celebrate. The Green's fencing would fit the banners perfectly. The pictures were done by a professional photographer. No names will be on the banners for privacy. They will be spaced six feet apart. They are hoping to have them up until June 12th which would have been graduation. This would give them two weeks prior to graduation to display them. June 1-12 is the dates for display.
 - ii. Mr. Agin stated that the banners could be a distraction and stated that they should maybe face them in.
 - iii. Chair Kahn stated that by having them face out, cars could easily block them from view.
 - iv. Ms. Leland stated there was also an idea of a wooden structure to hang the banners.
 - v. Mr. Agin stated the need to praise the children.
 - vi. Chair Kahn stated the structure would be preferable but if they cannot construct it then they should give permission to use the fence on the Green.

- vii. Ms. Finlayson supports it but wanted to keep in mind June 10th is when the Market on the Green begins.

Motion: by Mr. Agin to approve the Use of the Village Green Permit for Senior Recognition as submitted by Woodstock Union High School for the dates of June 1-10.

Seconded: by Ms. DiNatale.

Discussion: none.

Vote: 3-0-0, passed. Ms. Cole was not present for vote.

- B. Sidewalk Permit – Woodstock Sidewalk Sale Days – Woodstock Area Chamber of Commerce
 - i. Chair Kahn stated they have two permits. One is for May 22-23 and the other is for August 21-22. The Health Officer recommended that the May event not occur but the August one should be fine.
 - ii. Ms. Finlayson suggest that stores be able to use one parking spot in front of their store. This can be used as part of the sidewalk sale. This give them more space for people to spread out to maintain social distancing.
 - iii. Mr. Agin stated that he does not believe a lot of people will show up but may help some businesses.
 - iv. Chair Kahn, stores can allow people into them but must limit numbers. The sidewalk is too packed.
 - v. Ms. Marrinan stated they may get a surprisingly high number of people wanting to get out and support the local businesses.
 - vi. Chief Blish stated that they were worried about social distancing. It would be acceptable to use car spots. They could once them off.

Motion: by Mr. Agin to approve both Sidewalk Permits for Woodstock Sidewalk Sale Days as submitted by the Woodstock Area Chamber of Commerce for the dates of May 22-23 and August 21-22. The May 22-23 event may allow stores to use a parking spot in front of their store to help maintain social distancing.

Seconded: by Ms. DiNatale.

Discussion: Ms. DiNatale stated that we want to make sure everyone is maintaining social distancing and promoting the use of face masks.

Mr. Agin stated they should allow store with vertical parking spots in front of their store to use two spots.

Vote: 3-0-0, passed. Ms. Cole was not present for vote.

VI. POLICE CHIEF'S REPORT

- A. Chief Blish stated that it is National Police week. They have received a few reports of non-compliance. On Monday, May 18th, the emergency services lobby will be opened. Food and prescription deliveries will still be done for those self-quarantining. There was no revenue with the meters. The parking committee has not met. The Kiosks that were proposed would be about \$85,000. One

option is to phase them in. They have two new officers. They are nearly complete with their training. They are just waiting on the Academy for alternatives with some of the training. Everyone is currently healthy.

- B. Chair Kahn stated that they have over \$100,000 in the Parking fund.
- C. Chief Blish stated that they were quoted \$85,000 to get kiosks or single space meters.
- D. Chair Kahn stated that they could possibly move forward with this. Funds are available. They committee should present at the next Trustees meeting.
- E. Ms. DiNatale stated they will get one more quote to get a full picture before presenting.
- F. Chair Kahn stated that that the meters are free until May 31. He Thinks that they should stick with that date.
- G. Chief Blish stated that they originally had reduced operation due to COVID-19. They were doing more calls by phone if it was possible. There was a reduction in traffic stops. As of May 1, they went back to normal traffic stops but the officers must use gloves and masks.
- H. Ms. Finlayson stated that there are currently no protocols for the Welcome Center. They can only allow one person at a time. Do they have to wipe everything down each time?
 - i. Chair Kahn stated that they need to ask David Green.

VII. VILLAGE MANAGER'S REPORT

- A. Financial Report
 - i. Mr. Kerbin stated that the financial report looks good. They are over budget for the interim manager.
 - ii. Mr. Kerbin stated they are planning on opening officers upstairs May 18. Neal Leitner has started. He started last Monday on May 4. He is a great addition to the staff.

VIII. OLD BUSINESS

- A. Parking Meter Policy
 - i. Discussed during the Police Chief Report. They are sticking to the original date of May 31. June 1, parking meters will go back to normal operation.
- B. June 9 Annual Village Meeting and Vote
 - i. They will have three voting station six feet apart. People are to wait outside if more than three people are in the building voting. People are also welcomed to vote by absentee ballot. They are sent out on request. Chair Kahn asked how they will be holding the meeting.
 - ii. Mr. Agin proposed using the Pentangle auditorium.
 - iii. Chair Kahn stated possibly sticking with Zoom.
- C. Village Meeting Warning

- i. The Warning will be changed to June 9. They need to see if changes to the budget can be made to the Warning.

Motion: by Mr. Agin to enter Executive Session to discuss Personnel at 8:08pm.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 3-0-0, passed. Ms. DiNatale left the meeting.

Motion: by Mr. Agin to leave Executive Session.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 3-0-0, passed.

Motion: by Ms. Cole to authorize Mr. Kerbin to offer Chief Blish a new contract for five years.

Seconded: by Mr. Agin.

Discussion: none.

Vote: 3-0-0, passed.

IX. NEW BUSINESS - None

X. OTHER BUSINESS - None

XI. APPROVAL OF MINUTES

A. March 10, 200 Meeting Minutes

Motion: by Ms. Cole to approve the minutes as submitted for March 10, 2020.

Seconded: by Mr. Agin.

Discussion: none.

Vote: 3-0-0, passed.

B. March 16, 200 Emergency Meeting Minutes

Motion: by Ms. Cole to approve the Emergency Meeting Minutes as submitted for March 16, 2020.

Seconded: by Mr. Agin.

Discussion: none.

Vote: 3-0-0, passed.

C. March 27, 2020 Joint Meeting Minutes

Motion: by Mr. Agin to approve the Joint Meeting Minutes s as submitted for March 27, 2020.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 3-0-0, passed.

D. April 8, 200 Meeting Minutes

Motion: by Ms. Cole to approve the minutes as submitted for April 8, 2020.

Seconded: by Mr. Agin.

Discussion: none.

Vote: 3-0-0, passed.

E. April 23, 2020 Meeting Minutes

Motion: by Mr. Agin to approve the minutes as submitted for April 23, 2020 with corrections noted.

Seconded: by. Ms. Cole

Discussion: Corrections: 3B for the sidewalk at the church change to 'when the stay at home order ends'.

Section 5: change to 'going to purchase'

Vote: 3-0-0, passed.

F. May 1, 2020 Joint Meeting Minutes

Motion: by Mr. Agin to approve the Joint Meeting Minutes as submitted for May 1, 2020.

Seconded: by. Ms. Cole.

Discussion: none.

Vote: 3-0-0, passed.

XII. ADJOURNEMENT

Motion: by Mr. Agin to adjourn the meeting at 8:30pm.

Seconded: by Ms. Cole.

Discussion: none.

Vote: 3-0-0, passed.

Respectfully submitted,

Nikki Nourse