

**VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
SEPTEMBER 8, 2020
7:00 PM
CONFERENCE CALL
MINUTES**

Draft minutes subject to approval.

Present: Chair Jeffrey Kahn, Seton McIlroy, Daphne Lowe, William Kerbin, Nikki Nourse, Ray Bourgeois, Bill Corson, Sally Miller, Mary Riley, Butch Sutherland, MaryAnne Flynn, Beth Finlayson, Jeremy Freyer, Police Chief Robbie Blish, Brenda Blakeman, Jennifer Raymond, Ana DiNatale, Shawn Kelley, Jill Davies, Andrea Gillis, Martin Copenhaver, Allan Stein, Doug Raymond, Charlie D'Ambrosio, Karen Copenhaver, Melissa Dearborn, Marisa Serafini, Charlie Kimbell, Mary MacVey

I. CALL TO ORDER

A. Chair Kahn called to order the Trustees meeting of September 8, 2020 at 7:00pm.

II. INTERVIEW FOR BOARD OF TRUSTEES

A. Bill Corson

1. Mr. Corson stated that he believes that the three areas that are important to being a Trustee are knowing the town well, wanting to make a difference, and having the personality to get things done. He owned a place in Quechee for 25 years. He has been in the area. He has been through all the parks. He has spent a lot of time on these meetings. He is a part of a lot of groups in town. Therefore, he is very tuned into what is going on. He is open to new ideas and concerns of the people in town. He wants to address social justice. He believes it is important to hear from the people in the town. He is part of the Board of Pentangle Arts. This provides him with lots of opportunities to get to know people in town. He is an active volunteer of Meals on Wheels. He is the president of the Pickleball Club. He has been able to get to know people well. He has drive. He started his own insurance company in New Jersey. He has a hiking interest. He has a motivated personality. He has had many leadership positions and knows how to be a team player. He is retired and has a lot of time to put into this. He loves Woodstock. He likes the nature of the town. The town is very welcoming. He likes how the town looks. He would like to change how the town welcomes new people and families to the town. He believes the Chamber of Commerce is doing a great job, but the Trustees could enhance that.

B. Jennifer Raymond

1. Ms. Raymond stated that when it comes to Woodstock, she has been a visitor, second homeowner, and resident. She can bring a lot of perspective to the Board. Her family has been here for 100 years. She has experience with the schools. She has two kids who have attended Woodstock schools. Due to COVID-19 it is a hard time to meet people. They need to make people feel comfortable during this time. She has a lot of experience in town. She is a grant writer. The town needs to find new ways to gain income. She wants everyone to have a voice. They need more than one opinion on how to do something. There could be other solutions when more people are involved.

III. INTERVIEW FOR VILLAGE DEVELOPMENT REVIEW BOARD

A. MaryAnne Flynn

1. Ms. Flynn stated that for the last 20 years she has been visiting Woodstock. She purchased a home in 2016. They moved here permanently last December. She loves historic properties and preserving them. She has come before the Board herself with projects. Her home is 200 years old. She has learned what it is like to go through the process for this. She came from Boston. She lived in a historic home there as well. The home there was built in 1860. The one she lives in now 1820. She likes to keep the look of the era they were built in. She has an undergraduate degree in psychology. She has a bachelor's degree in business management. She can build relationships with people. She retired in 2016. She needs to be productive. There are more new families moving to the area. She would like to share the process with newcomers. She loves the look of the town and wants to work with people to make the changes they need for their homes and businesses. Meetings can seem a little overwhelming for those going in front of the Board. She wants to make it more user friendly for people, so they know what to do. She has the time and flexibility. Two meetings a month is not a problem.

Motion: by Ms. McIlroy to appoint MaryAnne Flynn to the Village Development Review Board for the term ending in March 2023.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

IV. CITIZEN COMMENTS - none

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

VI. POLICE CHIEF'S REPORT

- A. Chief Blish stated that their website is complete. The website is woodstockpolice.org. It will have updated information and forms to download if needed. The first day of school was today. It went smoothly. The town officer was at the High School. They participated in the Governor's Highway Safety Program Labor Day weekend. They did not get any DUIs. People in town are being very compliant with the face mask ordinance. Officer McIntire completed his first week of the academy. Doug Audsley has complained about people trespassing on his property which is at the end of the Riverloop trail. He stated they may need to post some extra signage at the end of the trail to not trespass. Meter revenue is on an upward trend. They made a positive jump from last month.

VII. PERMITS

- A. Parade – Wassail Weekend Christmas Market – Woodstock Area Chamber of Commerce

1. Ms. Finlayson stated that the Chamber of Commerce is trying to support Wassail Weekend. They are hoping to still do the carriage rides. They have a meeting tomorrow at 3:30pm. The parade will still happen. They want to create something new. They want to create a Christmas market outside. This would be on that Saturday. They want to use the Middle Bridge. They will put vendors on the bridge on the y-drive that comes out of the bridge. The bridge is 139 feet long and 15 feet wide. Tents would be spread out six feet apart. They want to have lights under the bridge. They want to make it a centerpiece of the Village. They would have different vendors including some Market on the Green vendors.

2. Chair Kahn stated that December is a critical month for businesses. He hopes they pick vendors that do not compete with businesses in the village.
3. Ms. Finlayson stated they would choose different businesses. They are also thinking of doing a Christmas decorating competition for business store owners. People will be able to vote for their favorite store front.

Motion: by Chair Kahn to approve the parade permit for Wassail Weekend Christmas Market as submitted by the Woodstock Area Chamber of Commerce for December 12, 2020.

Seconded: by Ms. McIlroy.

Discussion: none.

Vote: 3-0-0, passed.

VIII. OLD BUSINESS

A. Parking Committee Report

1. Ms. DiNatale stated that they did more research. They investigated Park Mobile. They also spoke more with Hanover. Hanover is transitioning more to kiosks which they really like. Ms. Lowe is taking over as head of the Committee. They are going in front of the Design Review Board on September 16, 2020. They have sample kiosks. They took pictures of it around town. They will present the visuals to the Design Review Board for their opinion. They have nothing fully to submit. They will be presenting a newer proposal with more visuals next meeting.
2. Chair Kahn stated that he is concerned about timing. They may need to do a special meeting to get it done before their next regular scheduled meeting.
3. Ms. DiNatale is concerned about rushing it because of the pushback from people. Special meetings sometimes have less turnout.
4. Chief Blish stated that the current meters are failing. If the meter is down, they are not gaining revenue from it. The options they are looking at have high prices. However, there are options for leasing. Therefore, they could do the kiosks or meters.

IX. NEW BUSINESS

A. River Embankment Mitigation Project

1. Mr. Copenhagen presented a PowerPoint presentation (included in the minutes).
2. Chair Kahn thanked Mr. Copenhagen for the information. This effects the village as well as homeowners. He suggested Mr. Copenhagen be in contact with Mr. Kerbin to solve this problem. The village is its own municipality. It might be a good time to investigate grants to help with this. They did this with the project on North Street.
3. Mr. Kerbin stated he can look for MOU's like the sewer agreement. He is happy to help.
4. Mr. Copenhagen stated that they have identified agencies that would offer grants. They may be able to get a grant for mitigation.

B. Draft of East End Park Policies

1. Chair Kahn stated that the East End Park policies have been worked on for quite a while. The park is an underused gem but with the addition of the Riverloop trail people are going to be using the park more. People will use it for business, weddings, concerts, and other events. They need fees for these events. They have been working with Ms. MacVey from Sustainable Woodstock. They need regulations to keep the park nice. It is

nine pages long. They can have it available for the public to view before approving it.

2. Ms. McIlroy is concerned about people and businesses in that area. Those folks should be able to review the regulations and be heard.
3. Chair Kahn stated that the policies for the East End Park will be available in the Town Hall. They can also distribute it to the neighbors of the part. They can take this back up in October. This is a living document.
4. The item was tabled.

C. Care & Maintenance of Teagle Landing

1. Did not discuss.

X. OTHER BUSINESS

A. Manager's Report

1. Mr. Kerbin stated that the police union negotiations are nearing completion and will be presented to the Board when complete. Drag paving is being completed throughout the village.

B. Financial Report

1. Mr. Kerbin stated that he gave the Board a more in-depth budget. It shows a comparison from last years fiscal budget to this year's fiscal budget.
2. Chair Kahn stated that he thinks this will be a useful tool. They need some education on it. He has found several errors on it. With the smaller report, he is wondering about Police Communications. They are two months into the fiscal year, and they have used 86% of their budget up. What was this done on? They also need to set a time to go over the longer budget.
3. Mr. Kerbin will look into the Police Communications line and plan a time when he gets back to meet with Chair Kahn and Zoie Parent to discuss the budget.

XI. EXECUTIVE SESSION TO DISCUSS BOARD OF TRUSTEE APPOINTMENT

Motion: by Ms. McIlroy to go into executive session under VSA113 to discuss Trustee appointments at 9:04pm.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

Motion: by Ms. McIlroy to exit executive session at 9:24pm.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

- A. Chair Kahn stated that they have four very qualified people. It was not an easy decision.

Motion: by Ms. Lowe to appoint Brenda Blakeman and Bill Corson to the Board of Trustee for the term ending March 2021.

Seconded: by Ms. McIlroy.

Discussion: none.

Vote: 3-0-0, passed.

XII. ORGANIZATION OF BOARD

A. Vice-Chair

Motion: by Chair Kahn to appoint Ms. McIlroy as Vice-Chair for the Board of Trustees.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

1. Chair Kahn stated that Ms. DiNatale has been a contributing member to the Board of Trustees. They appreciate the work she has done and thank her for her contribution and wish her well.

XIII. APPROVAL OF MINUTES

A. Meeting Minutes – August 11, 2020

B. Meeting Minutes – August 21, 2020

Motion: by Chair Kahn to approve the minutes of August 11, 2020 and August 21, 2020 as submitted.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

XIV. ADJOURNMENT

Motion: by Ms. McIlroy to adjourn the meeting at 9:32pm.


Seconded: by Ms. Lowe.

Discussion: none.

Vote: 3-0-0, passed.

Respectfully submitted,

Nikki Nourse



River Embankment Mitigation Project

Presentation to Woodstock Village Trustees

September 8, 2020

Martin Copenhaver, #19 The Green

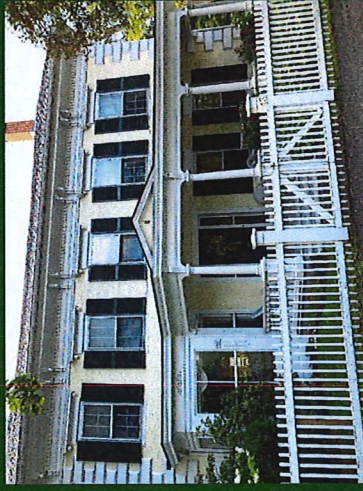
Ed Gillis, #13 The Green

Why We're Here?

Requesting Town's support to help us obtain funding from Regional, State, or Federal sources to prevent the river embankment area between the Town Green and the River from sliding into the River

Who and Where We Are

5 Historic Homes (#'s 13-21 The Green) from Middle Bridge West along the River



#13 Andrea & Ed Gillis, 1812



#15 Elise & Andy Caffrey, 1823



#17 Charlie D'Ambrosio
& Marisa Serafini, 1823



#19 Karen & Martin
Copenhaver, 1805



#21 Alicia Munnell &
Henry Healy, ~1952

Brief Chronology

After several decades of river embankment stability, post Irene we began to experience multiple examples of the area between our homes and the river settling significantly. This accelerated after the April 15, 2019 storm

Examples include foundation walls falling, river wall tilting, patios and driveway settling, landscape tearing from soil tension cracks (see pictures in Appendix)

Engaged experts to assess – Sanborn Head/Pathways

Conclusions of Engineering Experts and Advisors *

Extensive subsurface evaluation including soil borings and groundwater well installation along embankment revealed:

- Embankment behind our homes is sliding towards the river ("soil mass slope failure")
- Post Irene & wet 2019 Spring issue has accelerated and is now urgent
- Mitigation requires repair and stabilization of the retaining walls along the river
- Current cost estimates of mitigation are high 6 figures

* Engineering memo, site plan and report are included in Appendices

Conclusions of Experts, cont'd

- Financing assistance potentially available from Regional, State, and/or Federal sources...
- Advisors have identified potential sources of funds: some funds specifically for “pre-event” hazard mitigation; others specifically for post event
- Generally involves 75% project funding from Agency and a 25% project funding match from Town (neighborhood group would indemnify the Town)
- In all cases requires Town support/partnership

Why should the Village be interested?

- The riverbank infrastructure along the Green and Middle Bridge is critical to the ongoing viability of the historic homes along The Green, and in turn important to the Town's history, its streetscape, its tourism industry and its commercial success
- We (the neighborhood group) would indemnify the Town from any costs
- We would work with the Town to develop an acceptable MOU ('Memorandum of Understanding' presumably similar to what towns have used for sewer system construction in private developments)

Summary

- Problem is important to Town and homeowners
- Engineering experts say it's urgent but fixable
- Current cost estimates for mitigation are in the high six figures
- Funding help is available, but only with Town support
- We would indemnify the Town for any related costs

What We Are Asking

Your support to authorize the Town to work with us to agree on a mutually acceptable form of indemnification, so we can then partner with the Town to find funding sources to mitigate the river embankment failure

Thank you!

Appendices

1. Pathways Consulting Flood Damage Summary Letter
2. Sanborn Head Preliminary Engineer's Opinion of Probable Construction Cost
3. Sanborn Head Engineering Analysis of Slope Instability
4. Pictures of Slope Failure and Settlement