

VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING

February 9, 2021

7:00 PM

Zoom

Agenda

- A.** CALL TO ORDER
- B.** CITIZEN COMMENTS
- C.** ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA
- D.** MANAGER'S REPORT
 - 1. General Report
 - 2. Financial Report
- E.** POLICE CHIEF'S REPORT
- F.** OLD BUSINESS
 - 1. Event parking around the Green discussion
- G.** NEW BUSINESS
 - 1. Marijuana dispensaries discussion
 - 2. Village Warning review and approval
 - a. Informational Meeting & Australian Ballot process
- H.** OTHER BUSINESS
- I.** APPROVAL OF MINUTES
 - 1. Meeting Minutes – January 12, 2021
 - 2. Special Meeting Minutes – January 19, 2021
- J.** ADJOURNMENT

This Meeting will be held on Zoom

The link to join us is

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZU1FKaWRPTmZURFppUGxWRU9UUT09>

or from zoom.us you can enter these details to join the meeting

Meeting ID: 858-7962-2419

Password: 412048

You can also download the Zoom app on your smartphone

For those without a computer or smartphone you may call in:

Phone number: 646 558 8656

Meeting ID: 858-7962-2419

Password: 412048

For Help on Joining Use this Link:

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

- Please join the meeting ten minutes prior to start, so we can give technical help if needed.
- We will ask everyone on the phone and Zoom to identify themselves, so we know who is present.
- Please raise your hand on the Participant tab to comment or ask a question.
- Press *9 to raise your hand by phone

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
REAL ESTATE TAX REVENUE	558,542.00	582,189.28	104.23%
HIGHWAY REVENUE	0.00	0.00	0.00%
FEES & PERMITS	150.00	250.00	166.67%
SHORT TERM RENTAL ENFORCE	4,700.00	75.00	1.60%
PLANNING & ZONING	8,050.00	5,250.31	65.22%
POLICE REVENUE	664,598.00	282,171.18	42.46%
INTEREST INCOME	500.00	4,612.19	922.44%
MISCELLANEOUS	47,000.00	47,762.46	101.62%
EAST END	0.00	200.00	100.00%
IRENE RECOVERY REVENUE	0.00	0.00	0.00%
GRANT REVENUE	14,000.00	6,409.99	45.79%
TRANSFERS IN	1,000.00	0.00	0.00%
COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
Total Revenues	1,298,540.00	928,920.41	71.54%
SPECIAL ARTICLES			
GRANTS/CONTRIB-TRUST FUND	800.00	0.00	0.00%
GRANTS/CONTRIB-GENL FUND	25,000.00	3,250.00	13.00%
Total SPECIAL ARTICLES	25,800.00	3,250.00	12.60%
ADMINISTRATION			
TRUSTEES	94,850.00	61,868.02	65.23%
EXECUTIVE	56,050.00	31,861.82	56.85%
OFFICE ADMINISTRATION	11,150.00	6,192.51	55.54%
AUDITING	14,000.00	2,500.00	17.86%
TREASURER	1,320.00	793.89	60.14%
ACCOUNTING	43,110.00	21,512.23	49.90%
VILLAGE CLERK	400.00	0.00	0.00%
CAPITAL RESERVE	30,500.00	0.00	0.00%
Total ADMINISTRATION	251,380.00	124,728.47	49.62%
HIGHWAY DEPARTMENT			
TRAFFIC CONTROL	0.00	0.00	0.00%
HIGHWAY MAINTENANCE	0.00	0.00	0.00%
SIDEWALK MAINTENANCE	0.00	0.00	0.00%
VILLAGE PARKS	0.00	0.00	0.00%
STREET LIGHTS	0.00	0.00	0.00%
PUBLIC WORKS BUILDING	0.00	0.00	0.00%
HIGHWAY EQUIPMENT MAINT	0.00	0.00	0.00%
CAPITAL RESERVE	0.00	0.00	0.00%
Total HIGHWAY DEPARTMENT	0.00	0.00	0.00%
VILLAGE POLICE DEPT			
POLICE ADMINISTRATION	184,375.00	122,022.61	66.18%
LAW ENFORCEMENT	401,100.00	242,868.00	60.55%

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
POLICE TRAINING	8,050.00	7,508.90	93.28%
POLICE COMMUNICATIONS	76,130.00	68,864.54	90.46%
PARKING METERS	75,680.00	119,336.26	157.69%
POLICE VEHICLE	13,100.00	3,555.59	27.14%
BUILDING MAINTENANCE	9,875.00	6,005.78	60.82%
TOWN POLICE SERVICES	122,350.00	64,155.27	52.44%
CAPITAL RESERVE	3,500.00	0.00	0.00%
Total VILLAGE POLICE DEPT	894,160.00	634,316.95	70.94%
SHORT TERM RENTAL ENFORCE	4,700.00	0.00	0.00%
BOARDS & AGENCIES			
PLANNING & ZONING	100,300.00	53,296.36	53.14%
CAPITAL RESERVE	2,000.00	7.95	0.40%
Total BOARDS & AGENCIES	102,300.00	53,304.31	52.11%
VILLAGE HWY EXPENSE	45,000.00	0.00	0.00%
TRUSTEES' CONTINGENCY	0.00	0.00	0.00%
CAPITAL RESERVE SPENDING	1,000.00	3,000.00	300.00%
LOSS REPAIR EXPENSES	0.00	0.00	0.00%
IRENE RECOVERY EXPENSE	0.00	0.00	0.00%
GRANT EXPENSE	0.00	13,556.45	100.00%
TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,324,340.00	832,156.18	62.84%
Total VILLAGE GENERAL FUND	-25,800.00	96,764.23	
Total All Funds	-25,800.00	96,764.23	

WARNING
VILLAGE OF WOODSTOCK
Public Information Meeting & Annual Village Meeting
March 9, 2021 & March 16, 2021

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, Vermont, County of Windsor, are hereby warned to meet at the Town Hall on the 16th day of March 2021, at 7:00 am, continuing until 7:00 pm, for the purpose of transacting during that time, voting by Australian ballot.

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, County of Windsor, State of Vermont, are hereby warned to meet on Zoom on the 9th day of March 2021 at 7:00 pm during the Trustees regularly scheduled meeting for the purpose of explaining the articles that will be voted on by Australian Ballot. No changes to the articles can be made during this meeting. Due to COVID-19, all articles will be voted on by Australian Ballot.

March 9, 2021 at 7:00 pm: Public Information Meeting
March 16, 2021: Australian Ballot – 7:00 am to 7:00 pm

ARTICLE 1: To elect Village officers for the ensuing year as required by law:

Moderator	1-year term
Clerk	1-year term
Trustee	3-year term
Trustee	2-year term
Trustee	1-year term
Treasurer	1-year term
Trustee of Public Funds	1-year term
Auditors (2)	1-year term
Fire Wardens (3)	1-year term

ARTICLE 3: To fix the annual compensation for the elected Village officers.

Moderator	\$50.00 per meeting
Treasurer	\$1500.00 per year
Clerk	\$400.00 per year

ARTICLE 4: To see if the Village will vote to collect the Village General taxes on real estate and all other taxes levied through the Treasurer under the provisions of Title 32 VSA, Chapter 133 and fix the date of payment as of November 5, 2021 and May 6, 2022.

ARTICLE 5: To see if the Village will vote to authorize the Treasurer, with the approval of the Board of Trustees, to borrow money if necessary, in anticipation of taxes for FY 2020-2021 to defray current expenses and debt of the Village.

ARTICLE 6: To see if the Village will vote to appropriate the sum of one million three hundred twenty-nine thousand eight hundred twenty-nine dollars (\$1,329,829) and raise by taxation the sum of five hundred sixty-two thousand six hundred fifty-four dollars (\$562,654) to pay the current expenses and debt of the village.

Trees & Decorations	\$16,000
General Government	\$257,120
Boards & Agencies	\$97,875
Fire Department/STR Enforcement	\$1,900
Village Highway	\$45,000
Village Police	\$927,934
Total	\$1,345,829

ARTICLE 7: To see if the Village will vote to appropriate the sum of Four Hundred Dollars (\$400) for the purpose of auditing the Public Trust Funds and approve such expenditure from income of the trust fund.

Dated at Woodstock, County of Windsor, State of Vermont this.

BOARD OF TRUSTEES

Jeffrey Kahn, Chair
 Seton McIlroy
 Daphne Lowe
 Brenda Blakeman
 Bill Corson

Donald R. Wheeler
 Village Clerk



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For Computer or Smart Device:

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For those without a computer or smartphone you may call in

Dial this phone number: 1-646-558-8656

Enter the meeting ID followed by #: 858-7962-2419#

Then push # again to confirm you are a participant.

Enter the password followed by #: 412048#

Wait for the meeting host to let you in.

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NOTICE TO VOTERS

Woodstock residents not on the voter checklist may register to vote at the Town Clerk's office in the Town Hall.

Absentee ballots are available from the Town Clerk prior to 4:30 P.M. on February 26, 2021. A voter who expects to be an early or absentee voter may apply for an early voter absentee ballot until 4:30 P.M. at the Town Clerk's office.

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

January 12, 2021

7:00 PM

Zoom

Minutes

Draft minutes are subject to approval.

Present: Chair Jeffrey Kahn, Seton McIlroy, Daphne Lowe, Brenda Blakeman, Bill Corson, William Kerbin, Nikki Nourse, Mary Riley, Patrick Fultz, Beth Finlayson, Police Chief Robbie Blish, Jill Davies, Allan Stein, Isabelle Chicoine, Karim Houry

A. CALL TO ORDER

1. Chair Kahn called to order the Trustees Meeting of January 12, 2021 at 7:00 pm.

B. CITIZEN COMMENTS - none

C. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA

1. Additions
 - a. Police Chief Report
 - b. Faulkner Park Report

D. MANAGER'S REPORT

1. General Report

- a. Mr. Kerbin stated that they are continuing to make budget preparations. He is meeting with TRORC about grant opportunities.

2. Financial Report

- a. Chair Kahn asked about why the report does not show income from tax revenue.
- b. Mr. Kerbin will investigate this.

E. POLICE CHIEF'S REPORT

1. Chief Blish stated that the pads for the kiosks are in. The ground rods will be put in tomorrow. Installation of the new meters will begin tomorrow. Production of the meters was delayed due to COVID-19. They just arrived. They will meet with Park Mobile next week to discuss marketing options. There have been break ins in Woodstock. They have had seven break ins sometime in the overnight hours. Some of these break ins occurred in the Town and some were in the Village. There was no forced entry. This occurred with residences and cars. One residence was occupied but asleep at the time of the break in. They have collected physical evidence. They are asking citizens to reach out to the Police Department if they have any information regarding these events. Speed signs were installed on South Road and River Street. Officer McIntire has successfully graduated from the Police Academy. The Parking meters and kiosks can go active as soon as they are installed, or they can wait for a certain date.
2. Mr. Corson stated that they should have a formal announcement of a certain date that the kiosks and meters will become active.
3. Ms. Davies suggested February 1st.
4. The Trustees agree to make the meters and kiosks live on February 1, 2021. Tickets will be issued then.

F. PERMITS

1. Sidewalk Permit – Sidewalk Sale Days – May 28-29 – Woodstock Area Chamber of Commerce

- a. Ms. Finlayson stated that she has spoken to the merchants. It would be the Friday and Saturday of Memorial Day Weekend. They will work with Chief Blish to use part of the street to help with social distancing. She will work with the Trustees as the date gets closer.

Motion: by Ms. McIlroy to approve the sidewalk permit for Sidewalk Sale Days on May 28th and 29th as submitted by the Woodstock Area Chamber of Commerce.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

2. Use of the Green Permits

a. Woodstock Wassail Weekend – Woodstock Area Chamber of Commerce

- I. Ms. Finlayson stated that they will continue to do the scavenger hunt and deck the doors and add them as normal activities. Many of the activities are dependent on COVID-19.

Motion: by Chair Kahn to approve the use of the green permit for Woodstock Wassail Weekend as submitted by the Woodstock Area Chamber of Commerce.

Seconded: by Ms. McIlroy.

Discussion: none.

Vote: 5-0-0, passed.

b. Woodstock Chamber Art Festival – Woodstock Area Chamber of Commerce

- I. Ms. Finlayson stated that last year the Art Festival was very successful during COVID-19. This will be the 11th year that it has been held. It is growing in success.

Motion: by Mr. Corson to approve the use of the green permit for Woodstock Chamber Art Festival as submitted by the Woodstock Area Chamber of Commerce.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

c. Market on the Green – Woodstock Area Chamber of Commerce

- I. Ms. Finlayson stated that there are no changes with this permit. The market was very successful. The agricultural vendors had their best year ever. It is open between 3:00 pm to 6:00 pm. They are allowed free parking for all events.
- II. Mr. Houry stated that he thinks that they would make a lot of revenue from meters during these events.
- III. Ms. Lowe agreed and stated that the kiosks would make it easy for people to pay.
- IV. Chair Kahn stated that they will do some research on when this decision was made and discuss it at the next meeting.

3. Parade Permits

a. Woodstock Wassail Parade – Woodstock Area Chamber of Commerce

- I. No changes.

Motion: by Mr. Corson to approve the parade permit for Woodstock Wassail Parade as submitted by the Woodstock Area Chamber of Commerce.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed.

b. Taste of Woodstock – Woodstock Area Chamber of Commerce

- I. Ms. Finlayson stated that this will be held the 2nd Saturday of August. They are hoping to make this happened. They would close Elm Street. It would be from 7:00 am to 7:00 pm. They have music during this event.

Motion: by Mr. Corson to approve the parade permit for Taste of Woodstock as submitted by the Woodstock Area Chamber of Commerce.

Seconded: by Ms. Mcllroy.

Discussion: Chair Kahn stated that they should look at how COVID-19 is in June and make a final decision then.

Vote: 5-0-0, passed.

G. NEW BUSINESS

1. Discussion about Village Meeting

- a. Chair Kahn stated that due to COVID-19, they have to think about how they want to do the Village Meeting. Last year they held off until June. There are different possibilities. They could delay it again.
- b. Ms. Mcllroy stated that she thinks they should follow the lead of the Select Board. This way there is consistency between the Town and the Village. She likes the concept of having one or two online presentations. They should have the Australian ballot for everything that needs to be voted on. They have state money to send out ballots. Keeping it the same will reduce confusion. She does not know if June would be feasible for a meeting. VLCT recommends not having more than two meetings. They should also make the presentation available to pick up for those without computers.
- c. Ms. Lowe agrees that they should be consistent with the Town.

H. OTHER BUSINESS

1. Faulkner Park Update

- a. Mr. Corson stated that there have been ownership and financial questions being asked. One argument is that the Town would do a better job at taking care of Faulkner Park than the trust. The Faulkner Park Working Group came up with a detailed presentation. Mr. Hankey had a compromise for an idea. He suggested the Trust maintain financial aspects of the fund and a nonprofit could take care of the physical aspects of the park. The Billings Park Commission could manage it. The final meeting will be on February 1, 2021. The Town will vote on it.
- b. Ms. Riley stated that there would be a special town meeting. It would most likely be held on a night of a Select Board meeting.
- c. Mr. Corson stated that everyone has done a good job.

I. EXECUTIVE SESSION TO DISCUSS LABOR AGREEMENT

Motion: by Chair Kahn to enter executive session to discuss a labor agreement at 8:37 pm.

Seconded: by Ms. Mcllroy.

Discussion: none.

Vote: 5-0-0, passed.

Motion: by Chair Kahn to exit executive session at 8:52 pm.

Seconded: by Ms. McIlroy.
Discussion: none.
Vote: 5-0-0, passed.

J. APPROVAL OF MINUTES

1. Meeting Minutes – December 8, 2020

Motion: by Ms. Lowe to approve the meeting minutes of December 8, 2020 as submitted.
Seconded: by Mr. Corson.
Discussion: none.
Vote: 5-0-0, passed.

K. ADJOURNMENT

Motion: by Mr. Corson to adjourn the meeting at 9:01 pm.
Seconded: by Ms. Lowe.
Discussion: none.
Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*

**VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
January 19, 2021
8:45 am
Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Jeffrey Kahn, Seton McIlroy, Bill Corson, William Kerbin, Nikki Nourse, Jon Spector.

A. CALL TO ORDER

1. Chair Kahn called to order the Trustees Special Meeting of January 19, 2021 at 8:45 am.

B. CITIZEN COMMENTS – none.

C. ADDITIONS TO AND DELETIONS FROM THE POSTED AGENDA – none.

D. NEW BUSINESS

1. Teagle’s Landing Proposal

a. Mr. Spector stated that this is for the Better Place Grant Program. This grant is for public places in towns. The grant is up to \$20,000. The grant will be used for the increase in funds needed for Teagle’s Landing renovation. The project was estimated to be \$85,000. They expect the cost will go up. This grant will reduce the EDC’s costs. The Design Review Board has already seen the plan. The most important part is the replacement of the steps and the railing. The construction has to be done by the end of August. They had had a public meeting and Teagle’s Landing was the number one public place people wanted renovated.

Motion: by Chair Kahn to grant permission to the Woodstock Economic Development Commission to renovate the Village-owned land known as Teagle's Landing, subject to the EDC receiving the appropriate Municipal, State and Federal approvals and meeting the requirements for such landscaping and construction on public property.

Seconded: by Ms. McIlroy.

Discussion: none.

Vote: 3-0-0, passed.

E. OTHER BUSINESS

1. Mr. Kerbin stated that the deadline to add a special article to the ballot is January 28th. The warning is due February 14th. The candidate forms for office are due by February 8th. People need to email their requests to Ms. Nourse and Chair Kahn for special articles. They will automatically go on the ballot. There are no petitions this year.

F. ADJOURNMENT

Motion: by Ms. McIlroy to adjourn the meeting at 8:58 am.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 3-0-0, passed.

*Respectfully submitted,
Nikki Nourse*