

**Village of Woodstock
Board of Trustees
Special Meeting
May 17, 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, Isabelle Chicoine, Gareth Henderson, Scott Smith, Beth Finlayson, Ray Bourgeois, Police Chief Robbie Blish, Jennifer Falvey, Zoie Parent, Patricia Campbell, Allen Stein

A. Call to order

1. Chair Kahn called the Special Trustees Meeting of May 17, 2021 to order at 7:01 pm.

B. Village Mask Ordinance discussion

1. Chair Kahn stated that last week they made one change to the ordinance regarding outdoor requirements. Recently the State made another amendment that allows those who are fully vaccinated to be indoors without a mask.

Motion: by Chair Kahn to follow the State mask guidelines and allow those who are fully vaccinated to be inside without a mask if 14 days have passed since their second shot.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

C. Other business

1. Garden Club – Banner on the Green

- a. Ms. Falvey stated that she is requesting this on behalf of the Garden Club. They are having their annual plant sale at the Norman Williams Library. They are requesting a banner across the East end of the Green. The event is on May 29th, the Saturday of Memorial Day weekend. The banner is 6'x3'.
- b. Mr. Kerbin stated that he can have the Highway Department put it up.
- c. Ms. Riley stated that the rule is they can have the banner up for one week. They could put it up this Friday and it can go down after the event.

Motion: by Ms. Blakeman to approve the Garden Club's request to put their banner on the Green starting May 21st and to be taken down after the event.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

2. Closing Town Hall at 2:00 pm on Fridays in Summer

- a. Mr. Kerbin stated that since 1993 staff at the Town Hall have been leaving early on Fridays at 2:00 pm from July 4th to Labor Day. They are requesting to start it on Memorial Day weekend instead.
- b. Chair Kahn stated that he would like Mr. Kerbin to stay behind until 4:30 pm.
- c. Ms. Parent stated that the entire Town Hall was closed at 2:00 pm. Phil Swanson would leave. They would put a note up.

- d. Ms. Riley stated that for the first couple of years, Mr. Swanson would stick around. After that they closed at 2:00 pm. They would stay if a project needed to get done. For the first couple of years, they put it in the newspaper. No one ever said a word about it. They never received any complaints. The agreement was that employees put 2:00 pm on their timecard if that is when they left. They could go without being paid or use vacation time.
- e. Chair Kahn suggested putting a phone number to call on the notice that will be placed on the front door.
- f. Mr. Kerbin stated that this is a nice little perk for the employees.
- g. Ms. Parent stated that it is past tax and sewer bills, which is when it is busier. This is the slowest time of the year. People can now pay bills online.
- h. Ms. Riley stated that employees would not get overtime unless they worked more than 40 hours.
- i. Ms. Parent stated that it only applies to Town Hall, not Highway and Sewer.
- j. Mr. Kerbin stated that those departments are more essential.
- k. Ms. Parent stated that she did not leave at 2:00 pm on Friday's last year. She only leaves when her work is done.
- l. Mr. Kerbin stated that all employees would need to get their work done for the week before leaving.
- m. Ms. Riley explained that you must apply for a marriage license. Then you come back on a later date to pick it up. She encourages people to come for their marriage license by 11:30 am on Friday. They accommodate those who get in touch with them. Most Town Clerks in other towns are closed Fridays. Many places you have to make an appointment to get a marriage license.
- n. Chair Kahn recommended supporting the change as long as employees finish their weekly work and as long as the Select Board approves it.
- o. Ms. McIlroy stated that she would like reminders to be on the List Serve, Facebook, and website.

D. Adjournment

Motion: by Ms. McIlroy to adjourn the meeting at 7:27 pm.


Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*


Jeffrey Kahn (Jun 10, 2021 08:04 EDT)


Seton McIlroy (Jun 10, 2021 13:49 EDT)


Daphne Lowe (Jun 10, 2021 13:50 EDT)


Brenda Blakeman (Jun 10, 2021 22:15 EDT)


William C Corson (Jun 11, 2021 05:45 EDT)