

**Village of Woodstock
Board of Trustees
August 10, 2021
6:30 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Seton McIlroy, Daphne Lowe, Brenda Blakeman, Bill Corson, William Kerbin, Nikki Nourse, Gail Stickney, Karim Houry, Jill Davies, Patrick Fultz, Tess Hunter, Police Chief Robbie Blish, Beth Finlayson

A. Call to order

1. Vice-Chair McIlroy called the Trustees meeting to order at 6:30 pm.

B. Citizen comments – none

C. Additions to and deletions from the posted agenda – none

D. Manager's report

1. General report

- a. Mr. Kerbin stated that he has been introducing himself to businesses in Woodstock. Pike Paving is wrapping up their project. They are doing storm drainage work. There will be a Respect in the Workplace training. He is requesting that board members try to attend. All staff will be required to do the training on a different day. There will be a Zoom recording as well. ARPA money should be coming any day now. They will receive \$44,000 this year and \$44,000 next year. Guidance as to what this money can be used for is still coming out.

2. Financial report

- a. There were no questions.

E. Police Chief's report

1. General report

- a. Chief Blish stated that they had some issues with the single space meters. The company had to come out and fix them. Some of them would go offline or not accept cards. They replaced all parts that needed to be fixed. They have also put stickers on the meters with the times to feed the meters. The meter revenue for July 2020 was \$784. This year it was \$16,894.18.

2. Record Retention Policy for Law Enforcement

- a. Chief Blish stated that last month Treena Toliver came to the Boards about a records retention policy for the Town and Village. The Police Department is under different statutory laws. He also wanted to increase the fees for reports. Currently people pay 5¢ per page. The first 30 minutes of staff time is free. Computer discs are \$2.31. He wants to change it so copies of reports are \$20, photographs are \$10, and discs would be \$45. These new prices make it so they do not have to time and charge staff time. It is a flat price. They get requests for reports from insurance companies all the time. This is in line with other police departments around. They will not email public records. There is no guarantee who is receiving it. It is good to have a policy in place.

Motion: by Ms. Blakeman to approve the Record Retention Policy for Law Enforcement and changes to the pricing structure.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 4-0-0, passed.

F. New business

1. FY2022 tax rate

- a. Mr. Kerbin stated that there is a reduction from last year to this year. FY21 was .2010 and FY22 is .1990. This is the final tax rate.

Motion: by Mr. Corson to approve the Village tax rate of .1990 for FY2022.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

2. Appointment of Interim Trustee of Public Funds

- a. Mr. Kerbin stated that Chris Lloyd has resigned from the Board. There is an opening. The term is until March 2022 where it will be voted on.
- b. Ms. Davies stated that she is currently a Trustee of Public Funds for the Town. They use the advice from the Investment Advisory Committee. She suggests using a more aggressive approach than just putting the funds in bank CDs.
- c. Ms. Lowe stated that she thinks it would be great for Ms. Davies to take the position on.
- d. Mr. Kerbin stated that he does not believe they have to advertise the position. It has not been advertised.
- e. Ms. Blakeman stated that she does not want to get in trouble for not advertising. She thinks Ms. Davies would do a great job.

Motion: by Vice-Chair McIlroy to appoint Ms. Davies to Village Trustee of Public Funds for the term ending in March 2022.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

3. Discussion regarding additional food permits on the Green

- a. Vice-Chair McIlroy stated that on Sundays and Mondays it is hard to find lunch in the Village. Jeffrey Kahn's idea was to bring in some vendors on the Green. Currently they have three businesses there serving food. They have been thinking of allowing more. Maybe allowing nonprofits to do bake sales or sell other types of food.
- b. Ms. Blakeman stated that vendors are setting up late. Maybe they should have a timeframe in place. That way there is some kind of consistency with hours of operation. She does not believe the ice cream truck is taking away business from Woodstock Scoops, the new business in Town. There are plenty of people who need service right now.
- c. Mr. Fultz stated that it is not just lunch where there is a shortage. Dinner is a problem as well. They may think of doing a lunch slot and a dinner slot.
- d. Ms. Blakeman stated that food is a big problem in our area. Mr. Fultz stated that the restaurants we have are closed Sundays and Mondays.

Motion: by Mr. Corson to allow an additional permit for a nonprofit organization to use a table, and to allow a second additional permit to be used as needed by any group for Sundays and Mondays between the hours of 11:00 and 3:00 pm.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

G. Other business – none

H. Approval of minutes

1. 7/13/21 minutes

Motion: by Mr. Corson to approve the minutes for 7/13/21 with the amended changes emailed to Ms. Nourse.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

2. 7/15/21 joint minutes

Motion: by Mr. Corson to approve the minutes for 7/15/21 as submitted.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

I. Adjournment

Motion: by Mr. Corson to adjourn the meeting at 8:00 pm.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Nourse*