

VILLAGE OF WOODSTOCK
BOARD OF VILLAGE TRUSTEES MEETING
October 12, 2021
6:30 PM
Town Hall
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. Halloween discussion
 - 2. Library parking lot & Mechanic Street parking lot
- G. NEW BUSINESS
 - 1. Discussion of assistance to businesses during covid
 - 2. Marijuana dispensary discussion
 - 3. St. James sidewalk shoveling discussion
 - 4. Brief update on potential park superintendent
- H. OTHER BUSINESS
- I. APPROVAL OF MINUTES
 - 1. 9/14/21 minutes
- J. ADJOURNMENT

This Meeting will be held in person at the Town Hall and on Zoom.

The link to join us by Zoom is:

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZUIFKaWRPTmZURFppUGxWRU9UUT09>

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 of Woodstock
Board of Trustees
September 14, 2021
6:30 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Jeffrey Kahn, Seton McIlroy, Daphne Lowe, Brenda Blakeman, Bill Corson, William Kerbin, Nikki Nourse, Police Chief Robbie Blish, Kathleen Eiselein, Jill Davies, Clare McFarland, Mary Riley, Ray Bourgeois, Rick Kendall, Mary Mayhew, Dail Frates, Scott Smith, Tess Hunter

A. Call to order

1. Chair Kahn called the Trustees meeting of September 14, 2021, to order at 6:30 pm.

B. Citizen comments – none.

C. Additions to and deletions from the posted agenda

D. Manager's report

1. General report

- a. Mr. Kerbin stated that they had a workforce training last Thursday. Not a lot of board members could attend. They will try again in the spring. The Green's fence railing is being replaced this week.
- b. Zoie Parent is reaching out about where the Village ARPA funds are.

2. Financial report

- a. Chair Kahn stated that the grant revenue of \$19,000 that was budgeted at \$18,000 is just a pass through from Pike. The \$102,300 in Trustee Administration is insurance, legal fees, advertisement, and Trustee salary. He has asked Ms. Parent to provide reports that are the full previous month, to better understand where they are at throughout the year.

E. Police Chief's report

1. Chief Blish stated that they were able to fill the full time police officer vacancy with Jim Beraldi. He was working as a Windsor County Sheriff. He has worked for Woodstock in the past. The Saturday morning meter enforcement has also been filled by Moira Notargiacomo. She has lived here for several years. She is training with Harold Eaton this week. She is very friendly and will be a good ambassador for the Village. The meters are enforced between 10:00 am and 4:00 pm. The meters are working as they should. They have rented out another space at the library parking lot. They will charge the same amount as they do for a spot at the Mechanic Street parking lot. Meter revenue for August was \$16,260.76. In 2019, it was just over \$10,000. \$4,400 is from kiosks, \$8,000 from meters, and \$3,700 from Park Mobile. They participated in the Labor Day DUI campaign.
2. This Saturday is the 10 Years Later Commemoration of Irene. September 23rd is national coffee with a police officer day. He will be at Mon Vert Café from 7:45 am to 9:15 am.

F. Permits

1. Parade permits

- a. **Zack's Place Turkey Trot**

- i. Ms. McIlroy asked about Covid requirements.

Motion: by Ms. McIlroy to approve the parade permit for Zack's Place Turkey Trot pending David Green's approval.

Seconded: by Chair Kahn.

Discussion: none.

Vote: 5-0-0, passed.

b. American Legion Veteran's Day parade

- i. November 11th from 10:50 am to 11:45 am.

Motion: by Ms. McIlroy to approve the parade permit for the American Legion Veteran's Day Parade as submitted.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed.

c. American Legion Memorial Day parade

- i. Chair Kahn stated that this is a bigger parade than the Veteran's Day parade.
- ii. Ms. Riley stated that the parade begins at the elementary school. The parade is the same as it has been.

Motion: by Ms. Lowe to approve the parade permit for the American Legion Memorial Day parade as submitted.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

2. Use of the Green

a. Banner – Rotary Club – cancelled

b. Zack's Place Turkey Trot

- i. Ms. Frates stated that they are going to ask all people that come to the event to wear a mask. They will also ask people to not come if they are sick. They think they will have a lot less people this year. They will try to make sure people are spread out. Once the race starts, participants will be able to take off their masks. They are not going to have a band or food. They do not want to attract a big crowd. They will have ten registration tables instead of two to spread people out. They will put all of this information on their website.
- ii. Banners will be put up on 11/19/21

Motion: by Ms. McIlroy to approve the Use of the Green permit for Zack's Place as submitted.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed.

G. New business

1. Windsor County Court House parking spaces

- a. Chair Kahn stated that their contract was for five years. He feels they need to increase the amount. The annual fee for the last five years has been \$9,000.
- b. Ms. Blakeman suggested that the Parking Committee meet and discuss this.
- c. Chair Kahn stated that they need to come up with a new contract soon.

- d. Ms. Blakeman stated that the Parking Committee should discuss the fees that the Village is charging. They could have a special meeting if needed. Next Wednesday September 22nd the Parking Committee will meet at 3:30 pm. If the weather is good, the meeting will be outside.

2. Double Yellow Line Ordinance

- a. Chief Blish stated that it will be enforced like other traffic ordinances. If it is under a Village ordinance, they can have a higher penalty and more revenue goes toward the municipality.

Motion: by Ms. McIlroy to approve the Ordinance for the Control of Vehicles Driving to the Right.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed.

3. Mask discussion

- a. Chair Kahn stated that currently there is no State of Emergency. Individual businesses can make their own decisions. Businesses in the Village are doing all different things.

4. Discussion regarding Pacaso timesharing real estate issue

- a. Ms. McIlroy stated that she recently learned about this issue. This is a company that has come up with a new way to use second homes. The company does not own the house but does maintenance and decorating. It is a technique to get around Short Term Rental regulations. There are many owners, and it is owned under an LLC. They share the house. This is something the Village needs to think about.
- b. Chair Kahn stated that they can ask VLCT and have the lawyers weigh in.

5. Sign discussion concerning North Street

- a. Ms. McIlroy stated that there has been a lot of traffic on North Street. This is because it looks like you can drive from North Street to get to Billings Park. The trails look like roads on Google Maps. RVs have even been coming up and they cannot turn around. They are also concerned about people coming up quickly. They are hoping to get a sign at the bottom of North Street saying something like No Access to Billings.
- b. Chair Kahn stated that they can put a sign on the Dead End sign.
- c. Mr. Kendall stated that they can also put more brown signs up to direct people where to go to get to Billings Park.
- d. Chief Blish stated that they should keep the sign short, No Park Access.
- e. Chair Kahn stated that they can put brown signs at the intersection of River and Church Street, and Elm and Pleasant Street, and place a No Park Access sign at the end of North Street.

6. Investment Advisory Committee report

- a. Ms. Davies stated that the Rockefeller Endowment Fund as of August 31st is at a total of \$2,125,629. Most of the fund is in stock and bonds. The Committee tracks the fund and makes sure it is where it should be based on the market. The Bonds have outperformed the Bloomberg Index for four of the past six months.

- b. Chair Kahn stated that they did not do damage to the fund with \$200,000 withdrawal earlier this year.

7. Discussion of proposed temporary signage for Welcome Center restrooms

- a. Chair Kahn stated that the buses are overrunning the library restrooms. They are considering putting up signage during foliage.
- b. Ms. Lowe stated that there is a sign near Mechanic Street.
- c. Chief Blish suggested a sandwich board sign near People’s United Bank.
- d. Chair Kahn stated that a sandwich board would be easy to remove and put up as needed.
- e. Ms. McFarland stated that the restroom issue at the library is a year round issue, but it is out of control during foliage and bus time. It is a serious issue for the library. They only have one bathroom.
- f. A sandwich board sign will be used to direct tourists coming off the buses that there is a public restroom at the Welcome Center.

8. Discussion of capital budget items

- a. Chair Kahn stated the Trustees are responsible for the Village Police budget. They need to consider planning for it. Chief Blish provided an equipment list.
- b. The Capital Budget Committee will present something to the Trustees regarding the database they are creating to make assets and equipment easy to view.

9. Discussion regarding Halloween

- a. Chair Kahn stated that traditionally the Village closes down High Street, Maple Street, and Golf Avenue to traffic for Halloween. They did not do it last year due to covid. They do this from 5:00 pm to 8:00 pm.
- b. A survey will be sent out to the residents of High Street, Maple Street, and Golf Avenue to see what interest there is to continue this tradition.

H. Other business – none

I. Approval of minutes

1. 7/19/21 special meeting minutes

2. 7/23/21 special meeting minutes

- a. D1a – Todd

3. 8/10/21 meeting minutes

Motion: by Ms. McIlroy to approve the minutes for 7/19/21, 7/23/21, and 8/10/21 with the one change to the 7/23 minutes as noted.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

J. Adjournment

Motion: by Mr. Corson to adjourn the meeting at 8:12 pm.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*