

**Village of Woodstock
Board of Trustees
March 8, 2022
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, Tyler Kimberly, Zoie Parent, Jill Davies, Gabe DeLeon, Police Chief Robbie Blish, Beth Finlayson, AJ Tapley, Ann Jones

A. Call to order

1. Chair Kahn called the Trustees Meeting of March 8, 2022, to order at 6:30 pm.

B. Citizen comments – none.

C. Additions to & deletions from posted agenda

1. Addition – Auditor’s Report

D. Manager’s report

1. General report

- a. Mr. Kerbin stated the Village Report has been finalized.

2. Financial report

- a. Mr. Kerbin discussed the financial report.

E. Police Chief’s report

1. Chief Blish stated that their newest hire Matt Frates started the academy on Monday. It is a 2 week academy. There is another phase of training after that. Then there is at least 160 plus hours of field training that will occur. He is happy to have him on board. Officer Frates was a graduate of WUHS. He served in the army for 4 years as a medic. He is on the Woodstock Ambulance Service. He is getting ready to graduate from Dartmouth.

F. Parade permits

1. Woodstock Alumni Parade – Woodstock Alumni Association

- a. Chair Kahn stated that this parade will take place on June 11th from 7:00 am to 4:00 pm.
- b. Chief Blish stated that they start at the elementary school and then they come out onto Route 4, and they go up Central Street, around Tribeau Park, down Pleasant Street, left on Elm, and head back around the Green back to the elementary school.
- c. Chair Kahn stated that the parade is at 1:00 pm.
- d. Chief Blish stated that they do not allow parking around the Green so spectators can view.

Motion: by Ms. Lowe to approve the Parade Permit for the Woodstock Alumni Parade as submitted by the Woodstock Alumni Association.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

2. ALS Awareness Fundraiser – Do It Like Dan

- a. Mr. Tapley stated that over the last few months, a group of them have come together because one of their friends was recently diagnosed with ALS. Danny Jones, who is a member of the community, was recently diagnosed. He and his wife Leanne wanted to do a walk. They wanted to do a local fundraiser for ALS Awareness. They started a non-profit foundation. What started up as something simple has grown into this really great organization. There are 6 families in the Greater Woodstock area that have come together and created a board to raise money for ALS awareness and research so they can donate some of their fundraising efforts to hopefully help find a cure. Mr. Jones was involved in youth sports and activities so they will provide some funding to students looking to do activities.

Motion: by Ms. Blakeman to approve the Parade Permit for ALS Awareness Fundraiser for Do It Like Dan

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed

G. New business

1. Hazard Mitigation Plan

- a. Mr. Kerbin stated that it is the same mitigation plan as before. The only change is on page 17 where they have included the priorities on the pandemic. They also merged wildfires and structure fires as one hazard and merged flooding under severe weather.

Motion: by Ms. McIlroy to approve the Hazard Mitigation Plan.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

2. Village Public Trust Funds Discussion

- a. Ms. Davies stated that these funds have certain restrictions on how they can spend them. She gave her suggestions to the Board.

H. Other business

1. Auditor's Report

- a. Mr. Kimberly stated that back in June of 2021, they came down and started the audit process. Around September, they started the actual audit and it lasted until February or so due to a number of reasons. Some of those being personnel changes and lack of availability of some professional staff to help with the year end closeout process. There were not too many audit adjustments in the Village. There were only 9 proposed audit adjustments in the Village and those were to adjust some asset and depreciation activity. A lot of activity was in the permanent fund. Nothing really gets recorded there during the year and it should. The Vermont Municipal Employee Retirement System, the pension plan, had some adjustments. The general fund has a deficit of about \$130,000. This is partly due to parking meter revenue being significantly down.

I. Approval of minutes

1. 2/4/22 Emergency Minutes

a. Not in packet – tabled.

2. 2/8/22 Minutes

Motion: by Ms. McIlroy to approve the minutes of 2/8/22 as submitted.

Seconded: by Ms. Lowe.

Discussion: none.

Vote: 5-0-0, passed.

J. Adjournment

Motion: by Ms. Blakeman to adjourn the meeting at 7:50 pm.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*