

**Village of Woodstock
Board of Trustees Meeting
May 10, 2022
6:30 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Bill Corson, Gabe DeLeon, Fire Chief David Green, Nikki Nourse, Alexander Beram, Ben Jervey, Devin Colman, Joe Swanson, Jill Davies, Jon Spector, Karim Houry, Patrick Fultz, Phillip Neuberger, Ray Bourgeois, Roger Logan, Sam DiNatale, Tess Hunter, Tom Weschler, Tuesday Wright, Wendy Murrinan, Police Chief Robbie Blish, Bob Crowe, Gail Stickney, Pete Siegel, Adrienne Soler

A. Call to order

1. Chair McIlroy called the Trustees Meeting of May 10, 2022, at 6:31 pm.

B. Citizen comments

1. Mr. Logan requested a report for the citizens about how the Village managed to spend money that was not in the account and how they managed to have a budget deficit of 10% on the Village budget. He wants to know what their accounting practices are that allow a purchase order to be issued when there is not money to pay that purchase order.
 - a. Chair McIlroy stated that Zoie Parent and Chief Green have spent a ton of time going through the numbers. The deficit had two parts to it. Their understanding was that there was money in a parking fund, but there was not. The other part of it was that in the budget, they had anticipated a much higher parking revenue than they actually received. She believes it was due to covid. They have discovered the issue on why the Trustees were not aware of the deficit and it has been remedied. Chief Green and Ms. Parent are working with Ms. Macey from VLCT on accounting practices.

C. Additions to & deletions from posted agenda

1. Addition – Garden Club Banner

D. Manager's report

1. General report

- a. Chief Green stated that Mr. Spector is looking into donating a new Zoom setup for them with microphones and speakers. It will be a month or more before it is set up. They have posted the job for the Assistant Zoning Administrator this week.

2. Financial report

- a. Mr. Kahn stated that it was very helpful to have highlights on a separate sheet.
- b. Chief Green stated that the Trustees will receive a completely different format with charts, and it will be easier to understand.
- c. Mr. Kahn stated that under the police budget a section for credit card and meter charges is at about 51% of what they estimated for. \$23,000 was budgeted but they have only spent \$11,729.

- d. Chief Blish stated that the budget was based off of what they used to pay the old meter company, IPS, for their cut of the credit card charges and the modem fees that they would pay every month. The new meter company and kiosk company's fees are significantly lower per month. That is why there is savings there. ITS averages \$3,350 a month and POM is about \$300 a month.

E. Police Chief's report

- 1. Chief Blish stated that May 14th is the Do It Like Dan event to benefit ALS and the Dan Jones Foundation. It is going to be at Billings Farm. There may be some brief traffic interruptions intermittently as people are crossed over to the National Park. It starts around 10:00 am. The Memorial Day Parade is May 28th. There will be traffic disruptions starting around 10:30 am when the parade starts. Route 4, Route 12, and River Street will be shut down periodically. The Killington Stage Race is the 29th of May. There will be some traffic disruptions on Route 4 by Prosper Road intermittently. As the bikes come down the hill, they will stop traffic so the bikes can get back out onto the course. The Covered Bridges Half Marathon on June 5th. There will be traffic interruptions on Route 12 and River Street. The race starts at Suicide Six and comes through Woodstock and then goes down Old River Road.

F. Permits

1. Sidewalk permit – Bradens LLC – Dr. Coburn's Tonic

- a. Mr. Crowe stated that they are looking to do basically the same things as last year. There would be 15 tables. The tables are 28"x28". They will keep the tables flushed with the building. They will keep it clean at all times and the sidewalks clean. People like it and they can have their dogs out there. He thinks it is a positive thing for the people coming into Woodstock. It was not disruptive the last two years.
- b. Mr. Kahn stated that the sweeping of the sidewalk should be done on a daily basis. They should not sit people with their backs towards Elm Street. It makes it harder for pedestrians to get by.

Motion: by Mr. Kahn to approve the sidewalk permit for Bradens LLC as submitted.

Seconded: by Mr. Corson.

Discussion: Ms. Stickney asked if they considered roping off parking to allow seating similar to what Hanover does.

Mr. Kahn stated that there is already a shortage of parking spaces and that is why they cannot do that.

Vote: 5-0-0, passed.

2. East End Park permit – Music by the River Series – Tabled

G. Old business

1. Woodstock Dog Club – request to donate bench

- a. Mr. Siegel stated that they would like to donate a granite bench in memory of one of their cofounders. They would like to donate it to the Green.
- b. Ms. Soler stated that the Woodstock Dog Club has been in existence here in Woodstock since 1956.
- c. Mr. Siegel stated that this would be in memory of Jan Marshall.
- d. The request was tabled.

2. Historical Preservation Committee

- a. Mr. Neuberg stated that the National Park Services sets aside money for each of the States to award to Certified Local Governments. The Village would therefore be eligible to apply for these funds.

Motion: by Chair McIlroy to approve the Ordinance for establishment of a Historic Preservation Commission in the Village of Woodstock.

Seconded: Mr. Kahn.

Discussion: none.

Vote: 5-0-0, passed.

3. Short term rental discussion

- a. Mr. Kahn stated that according to their financial they have eight homes that are registered. 14 have applied. Six were not approved. They are going to enforce this ordinance as it exists. They are going to take a stronger stand in enforcing it. They want to discourage short term rentals within the Village in hopes that this will increase long term rentals which they desperately need.

4. Temporary food vendors

- a. Chair McIlroy stated that last year the Trustees saw that there were a lot of people coming and there were not a lot of food option on Sundays and Mondays. They initially wanted people on the Green on Sundays and Mondays to take care of tourists, residents, and the people who work here and have 30 minutes for lunch.
- b. The Chamber of Commerce will work with the restaurant businesses and come up with a plan and bring it up in June.

H. New business

1. Old Fire Station Fund - \$2,500

- a. Ms. Davies stated that they had discussed using this fund to pay for the work on the ash trees and they wanted to take \$2,500 from this fund.

Motion: by Mr. Kahn to take \$2,500 from the Old Fire Station Fund to be used for the Emerald Ash Borer treatment on the ash trees in the Village.

Seconded: by Ms. Blakeman.

Discussion: Ms. Davies stated that this is a public fund that was given to the Trustees in 1982 worth \$49,947. The use of the funds was to be determined by the Village voters.

Vote: Public vote was unanimous. Passed.

2. Request from the EDC on plaque for public bench – Jon Spector

- a. Mr. Spector stated that they are referring to the bench that is circular and goes around the tree in the Green. They refurbished the bench. There was no EDC funding involved and therefore they forgot to get the Trustees permission. It was donated wood. They were gone to put a plaque to honor the donator.
- b. Tabled.

3. Discussion on funding FY21 deficit

- a. Chair McIlroy stated that they are going to use ARPA funds to cover the deficit.

4. Update on Financial Committee/Job description – Jill Davies

- a. Ms. Davies stated that they would like to create a Financial Committee that is formed by morphing the Capital Budget Committee into the Finance Committee and broadening the responsibilities. The Select Board has

approved that idea. They asked which of the Capital Budget Committee members would like to continue. Four of them would like to continue. They are proposing that this Committee be a seven person committee. This gives them the opportunity to potentially recruit three new members who are qualified with financial experience and some new blood on the Committee.

5. Discussion about visitor transportation – tabled.

6. Discussion on new parliamentary procedures

- a. Chair McIlroy stated that the Trustees have been using Robert's Rules which is very traditional to use for meetings. They do not really follow these rules. Therefore, there is not a lot of structure that everybody can understand and know what to expect. In order to be efficient and fairer, she went to VLCT for recommendations. They recommended Rosenberg's Rules of Order.

Motion: by Mr. Kahn to adopt Rosenberg's Rules of Order for Village Trustee Meetings.

Seconded: by Chair McIlroy.

Discussion: none.

Vote: 5-0-0, passed.

7. Discussion on potential East End land acquisition

- a. Mr. Kahn stated that attached to the South Woodstock Treatment Plant upgrade is something called a Whisper Project Grant which is attached to waterways. It is a substantial grant. They have been advised that they would qualify for that if they were to purchase the approximately one acre of land that adjoins East End Park that is currently owned by the Woodstock Resort Corp.

8. Maintenance of Teagle's Landing

- a. Mr. Kahn stated that they want to make sure Teagle's Landing is watered and weeded properly. He has approached the Garden Club and they are not interested.
- b. Mr. Fultz suggested looking at the Whisper Grant since Teagle's Landing is a waterway.
- c. Mr. Kahn will look into that, and they will discuss it more at the next meeting.

9. Parking spot request – 21 Central Street

Motion: by Mr. Kahn, pending the approval of a double door for this business, the Village approves the lease of one parking space immediately behind those doors so long as that business remains a furniture business requiring large object to go in and out for a period of one year at the expense of \$1,500 and to be reviewed at the end of that year.

Seconded: by Chair McIlroy.

Discussion: none.

Vote: 5-0-0, passed.

10. Rules on donations, plaques, & adopt-a-parks

- a. Chair McIlroy stated that they want to make sure they are consistent and fair to everyone.
- b. Mr. Neuberg stated that he believes these things should go before the Design Review Board and they can look into creating a process.

I. Other business

1. Chair McIlroy stated that she has discovered from municipal staff, board, and committee members that some members of the public have been very rude to municipal staff and board and committee members. People have been yelled at, threatened, and spoken down to in their offices here as well as in the public. This is unacceptable and detrimental to their community. We can share our experiences, concerns, and frustrations in a cordial manner. We can disagree without raising our voices, name calling, or being rude. The strength of our relationships is what makes Woodstock strong. Malicious words erode these relationships. They weaken our community. Everyone please be kind to your neighbors. Give them the benefit of the doubt. They have good intentions. If you have any frustrations or concerns that you do not think are being met, please reach out to the Town Manager, Select Board, or Trustees.
2. Garden Club banner
 - a. Ms. Wright stated that the Garden Club would like to put a banner at the east end of the Green the Monday before the plant sale which would be May 23rd. The plant sale is Saturday the 28th. They are planning to get a new banner. The banner they used last year was not as large as most of the banners that are on the Green.

Motion: by Mr. Kahn to approve to request for the Garden Club banner for May 23-28.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

J. Approval of minutes

1. 4/12/22 minutes

- a. Sergeant

2. 4/26/22 minutes

3. 5/2/22 joint minutes

Motion: by Mr. Kahn to approve the minutes of 4/12/22, 4/26/22, and 5/2/22 with the one correction noted above.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

K. Adjournment

Motion: by Ms. Blakeman to adjourn the meeting at 9:46 pm.

Seconded: by Mr. Kahn.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*