

Village of Woodstock  
Board of Trustees  
Special Meeting Minutes  
January 3, 2023  
5:30 pm

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Bill Corson, Gabe DeLeon, Tom Yennerell, Brittney Pojacik, Steve Bauer, Zoie Parent, Tess Hunter, Adriene Soler, Karen Dewey, Police Chief Robbie Blish, Jill Davies, Jon Spector

- A. Call to order
  - 1. Chair McIlroy called the Village Trustees Meeting of January 3, 2023, to order at 5:30 pm.
- B. Citizen comments – none.
- C. Additions to & deletions from posted agenda – none.
- D. Manager’s report
  - 1. Mr. Yennerell stated that Ernest Chamberlain from the Highway Department retired. They have posted his job and are hoping to hire soon.
- E. Old business
  - 1. FY24 budget discussion
    - a. Chair McIlroy stated that the Woodstock Elementary School allows public parking after hours and on the weekends at their parking lot behind the school. The school’s concern was that it was not being used appropriately. When they repaved, they decided that they did not want the public to park there anymore. Chair McIlroy, Mr. Kahn, Mr. Yennerell, and Joe Swanson met with the School Board about this. Other towns pay for the maintenance of their school’s parking lots. Woodstock is one of two towns that do not do that. One idea was to provide \$5,000 a year to go towards the repaving of the parking lot that is needed every 4-5 years. The Select Board is offering to pay \$1,000 a year.

Motion: by Mr. Kahn to include \$4,000 in the budget for the purpose of the use of the WES parking lot.

Seconded: by Mr. Corson.

Discussion: There are approximately 36 parking spots. People can park there on weekends from 8:00 am to 8:00 pm and during school vacations and holidays.

Vote: 3-2-0, passed (Chair McIlroy for, Mr. Kahn for, Mr. Corson for, Ms. Blakeman against, Mr. DeLeon against).

Motion: by Mr. Kahn to set aside \$2,500 in the budget and put it into the Capital Reserve for parking.

Seconded: by Chair McIlroy.

Discussion: none.

Vote: 5-0-0, passed.

- b. Contingency to \$15,000.

Motion: by Chair McIlroy to approve the Village Trustees budget with the total appropriations of \$1,467,035.

Seconded: by Mr. Kahn.

Discussion: none.

Vote: 5-0-0, passed.

2. Town Manager goals & objectives

- a. Mr. Corson recommended making a to-do list that is more specific and has a timeframe. All the points are very good. However, he thinks they can simplify this.
- b. Chair McIlroy stated that they want to be able to use this for the Town Manager's review. They will take this to the to new manager when he starts.
- c. Mr. DeLeon agreed with Mr. Corson. It should be more specific. They should list big ticket items that the manager can complete.
- d. Mr. Corson stated that they might want to rank them in order of importance.
- e. Mr. Corson and Mr. DeLeon will work on this to review at next week's meeting.

3. Memorial Naming Policy

- a. Chair McIlroy stated that they asked the Village Design Review Board to work on a set of rules that they could look at when somebody wants to have any sort of monument, memorial, or marker placed in the Village. Somebody approached them about having a bench with a name on it. They decided they wanted to have a formal set of rules before approving things of that nature.
- b. Mr. Bauer stated that the document established the rules and provides an application and checklist for when someone want to donate something and place it on Village property. They should make it a very simple process. He thinks Planning & Zoning should review the application and if it follows all the rules bring it to the Trustees.
- c. Mr. Kahn agreed with Mr. Bauer. This would streamline things.
- d. Mr. Blakeman agreed.
- e. Chair McIlroy stated that she would like to add that P&Z must get in contact with the applicant within 30 days and it must go to the Trustees within 30 days of having a complete application.

Motion: by Chair McIlroy to approve the Polices and Procedures for review for Review and Acceptance of Monuments, Memorials, Markers, and Plaques with the changes that the process goes directly to P&Z Office for review and then P&Z will come to the Trustees with a completed application and a recommendation and the Trustees must act on it within 30 days of it being sent to them.

Seconded: by Mr. Kahn.

Discussion: none.

Vote: 5-0-0, passed.

4. Dog Club bench – Soler

- a. This will follow the new Policies & Procedures for Review and Acceptance of Monuments, Memorials, Markers, and Plaques.
  - b. The policy will be emailed to the Dog Club.
- F. New business – none.
- G. Other business – none.
- H. Approval of minutes
  - 1. 12/13/22 minutes
    - a. G2a – position
    - b. G2b – further

Motion: by Chair McIlroy to approve the minutes of 12/13/22 with the above changes.

Seconded: by Mr. Kahn.

Discussion: none.

Vote: 5-0-0, passed.

#### I. Adjournment

Motion: by Mr. Kahn to adjourn the meeting at 6:53 pm.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

Respectfully submitted,  
Nikki Nourse