

Village of Woodstock  
Board of Trustees  
February 14, 2023  
6:30 pm  
Town Hall & Zoom  
Agenda

- A. Call to order
- B. Citizen comments
- C. Additions to and deletions from posted agenda
- D. Manager's Report (p 3)
- E. Police Chief's report
- F. Permits
  - 1. Use of the Green Permit - Puppies & Pooches on Parade – Friends of the NWPL (pp 4-7)
  - 2. Parade Permit – Covered Bridges Half Marathon – CBHM Inc (pp 8-51)
- G. Old Business
  - 1. Review of Sidewalk Study
- H. New Business
  - 1. Banner on the Green – March for Meals (p 52)
  - 2. Article on the Village Meeting Ballot to ok Voters to Authorize the Replacement of Elected Listers with Professionally Qualified Assessors to be Hired by the Town and Approved by the Trustees
  - 3. Approval of Village Warning (pp 53-55)
  - 4. Village ARPA Funds Discussion
  - 5. Proposal to Begin an Adopt-a-Park Program in the Village
  - 6. Request regarding signs in the Village - Brown (p 56)
- I. Other business
- J. Minutes
  - 1. 1/3/23 minutes (pp 57-59)
  - 2. 1/10/23 minutes (pp 60-66)
- K. 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=Q1NZU1FKaWRPTmZURFppUGxWRU9UUT09>

or from Zoom.com 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



# Woodstock, Vermont

*The Shire Town of Windsor County*

TOWN - VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

To: Board of Trustees

RE: February 14, 2023 Municipal Manager Report

As I close in on my first two weeks in the job, I am still very much in the “getting my feet wet” stage. I have spent a lot of time meeting with and getting to know the Village employees.

1. I have also met with State Rep Tesha Buss to talk about working together, assisting with grants, and building a constructive relationship.
2. The Zoning Assistant position has been posted and we are starting interviews this week.
3. We are still in negotiations with the Police union, meeting weekly.
4. The Sewer bills are going out this week.
5. Finally, I am working on a plan to get out into the community and create the opportunity for the community to interact with me.

Thank you,

Eric Duffy

RECEIVED  
JAN 05 2023

BY: .....

Village of Woodstock  
Permit for Use of the Village Green

Application date: 01-05-2023  
Event name: 2023 Puppies & Pooches On Parade  
Name of non-profit organization: The Friends of the NWPL  
Address: PO Box 233  
Woodstock, VT 05091

Event information:

Date of event: Sat, August 26<sup>th</sup> Time of event: 10:30 AM - 1:00 PM  
Hours event will occupy the Green, including setup and cleanup time: 9:00 AM - 1:30 PM  
Anticipated crowd size: 150  
Will you have booths or stalls? yes  
If yes, how many: 2  
Equipment to be used on the Green: \_\_\_\_\_

Event description. Clearly state the scope and nature of the vent to be held:

Dog show with a Parade, Hot Dog & Coffee Sales

Traffic control plan/arrangements: N/A

Please submit a layout for the event.

An application fee of \$50.00 must accompany this application, as well as a Certificate of Insurance naming the Village of Woodstock as certificate holder.

Fee paid: \$50.00 1/11/23  
Cash/Check/Online: will be mailed 1022  
Received by: NLN  
Certificate of Insurance received: \_\_\_\_\_  
Received by: \_\_\_\_\_



THE VILLAGE GREEN PERMIT  
WOODSTOCK, VT  
2005

The individual designated as responsible to the Village Trustees for compliance with the provisions of the Village Ordinance governing the Use of the Village Green, certification that the organization is based in Woodstock, and the restrictions/conditions on the reverse side.

Name: Jane Warren  
Title: Secretary Friends of the NWPL  
Phone: 603-486-8778  
Mailing address: 2409 South Rd.  
Woodstock  
Email: 2janiejane@gmail.com

**Restrictions/Conditions:**

1. The Village Green shall be maintained in a neat and orderly condition at all times during the date of the activity and, to the extent reasonably possible, during the setup and cleanup time for such activity.
2. Any equipment installed on the Village Green in connection with the activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be installed and removed shall be installed and removed on the day of the activity. This standard shall have separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers in the Village Green or upon traffic signs, parking kiosks, or light poles surrounding the Village Green.
4. Traffic signs and parking kiosks surrounding the Village Green shall not be obstructed.
5. No structures or tents shall be erected or placed within 15 feet of the trunk of any tree in the Village Green.
6. No activity shall be carried out on or before 7:00 am or after 10:00 pm without special arrangements.
7. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Village Green.
8. Parking and traffic control:
  - a. All traffic control arrangements and site layouts shall be reasonable calculated to ensure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made recommendation of the Village Chief of Police.

- b. Participants and sponsors parking – participants and individuals involved in providing the activities must park at locations away from the Green, including North and South Street, Union Street, Court Street, South Street, and the Village Square.
  - c. Police officers must be furnished by and paid for by the sponsor. Please contact the Woodstock Police Department for fees and arrangements.
9. Maintenance and Damages:
- a. All arrangements for and expenses relating to maintenance of the Village Green immediately before, during, and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.
  - b. Any damage to the Village Green occurring in connection with an activity (including setup and cleanup), permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.
10. Applicant should check for electricity of the Green before the event. Please understand that the electricity at the information booth is paid by the Chamber of Commerce. Please call the Chamber at 457-3555.
11. At the option of the Board, a written indemnification agreement or some other security may be required as a condition precedent to the holding of a permitted activity hereunder the permit or any applicable law.
12. Applicant recycling plan: applicant to describe plans for the vent to collect and recycle a minimum of the following items: glass, plastic, and aluminum containers.
13. The \$50.00 application fee may be refundable if all conditions of the permit are met, including recycling requirements. It is up to the applicant to request the return of the \$50.00 fee. Such refund will be made only after the Board of Village Trustees agrees to do so.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signature: Jane C. Wane  
Date: 01-05-2023

Please call or email completed permit to:

Town of Woodstock

[nnourse@townofwoodstock.org](mailto:nnourse@townofwoodstock.org)

Nikki Nourse

PO Box 488

Woodstock, VT 05091

This permit was:

☐ Denied

Municipal Manager: \_\_\_\_\_  
Date: \_\_\_\_\_





RECEIVED  
JAN 25 2023

TOWN/VILLAGE OF WOODSTOCK  
P.O. BOX 488  
WOODSTOCK, VT 05091

BY: .....

**APPLICATION FOR A PERMIT TO HOLD A PARADE OR EVENT  
ON PUBLIC STREET OR HIGHWAY**

Pursuant to Title 24 V. S. A. Section 2291 (5) the Legislative Body of the Village/Town of Woodstock herewith regulates the use of public highways for parades and/or events.

EVENT Covered Bridges Half Marathon  
(Parade, Walk, Road Race, etc.)

PARADE/EVENT DATE June 4, 2023 START TIME 8:15 a.m. END 10:30 a.m.

APPLICANT/ORGANIZATION CBHM, Inc.

TELEPHONE 802-230-5152 EMAIL coveredbridgeshalfmarathon@gmail.com

MAILING ADDRESS PO Box 722, Woodstock VT 05091

CONTACT PERSON Nancy Nutile-McMenemy

BEST CONTACT PHONE NUMBER 802-230-5152

LOCATION OF ASSEMBLY & BEGINNING OF EVENT Saskadena Six Ski Area

ROUTE ON PUBLIC HIGHWAYS Map attached; course route is the same as previous years.

Request closure of Taftsville Bridge for one (1) hour Sunday morning.

(Attach map showing route)

TRAFFIC CONTROL (if any) Woodstock Police, Windsor Country Sheriff and race volunteers

ESTIMATED NO. OF PARTICIPANTS 2,000

Nancy Nutile-McMenemy 1/24/23  
Authorized Representative

**CONDITIONS**-Include Certificate of Insurance naming the Town of Woodstock as additional insured in the amount of \$500,000. **ADDITIONAL CONDITIONS:**

APPROVED DENIED Municipal Manager Date

PHONE (802) 457-3456

FAX (802) 457-2329

# CERTIFICATE OF INSURANCE

PRINT DATE: 1/23/2023

CERTIFICATE NUMBER: 20230123947500

**AGENCY:**

Edgewood Partners Insurance Center  
5909 Peachtree Dunwoody Road, Suite 800  
Atlanta, GA 30328  
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**NAMED INSURED:**

USA Track & Field, Inc. CBHM Inc.  
130 East Washington Street, Suite 800  
Indianapolis IN 46204

**INSURERS AFFORDING COVERAGE:**

INSURER A: Accredited Surety and Casualty Company, Inc. NAIC# 26379  
INSURER B: Allied World National Assurance Company NAIC# 19489

**EVENT INFORMATION:**

Covered Bridges Half Marathon (6/4/2023 - 6/4/2023)

**POLICY/COVERAGE INFORMATION:**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	1-TRE-IN-17-01338542-00	11/1/2022 12:01 AM	11/1/2023 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$4,000,000
	<input checked="" type="checkbox"/> Host Liquor Liability				EACH OCCURRENCE \$2,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				DAMAGE TO RENTED PREMISES (Each Occ.) \$2,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$2,000,000
					PRODUCTS-COMP/OP AGG \$2,000,000
A	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	1-TRE-IN-17-01338543-00	11/1/2022 12:01 AM	11/1/2023 12:01 AM	EACH OCCURRENCE \$3,000,000
					AGGREGATE \$3,000,000
B	OTHER				
	<input checked="" type="checkbox"/> EXCESS LIABILITY	0313-1301	11/1/2022 12:01 AM	11/1/2023 12:01 AM	EACH OCCURRENCE \$7,000,000
					AGGREGATE \$7,000,000

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:**

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

Excess policy follows form of underlying General Liability.

Evidence of coverage only.

**CERTIFICATE HOLDER:**

CBHM Inc.  
PO Box 722  
Woodstock VT 05091

**NOTICE OF CANCELLATION:**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

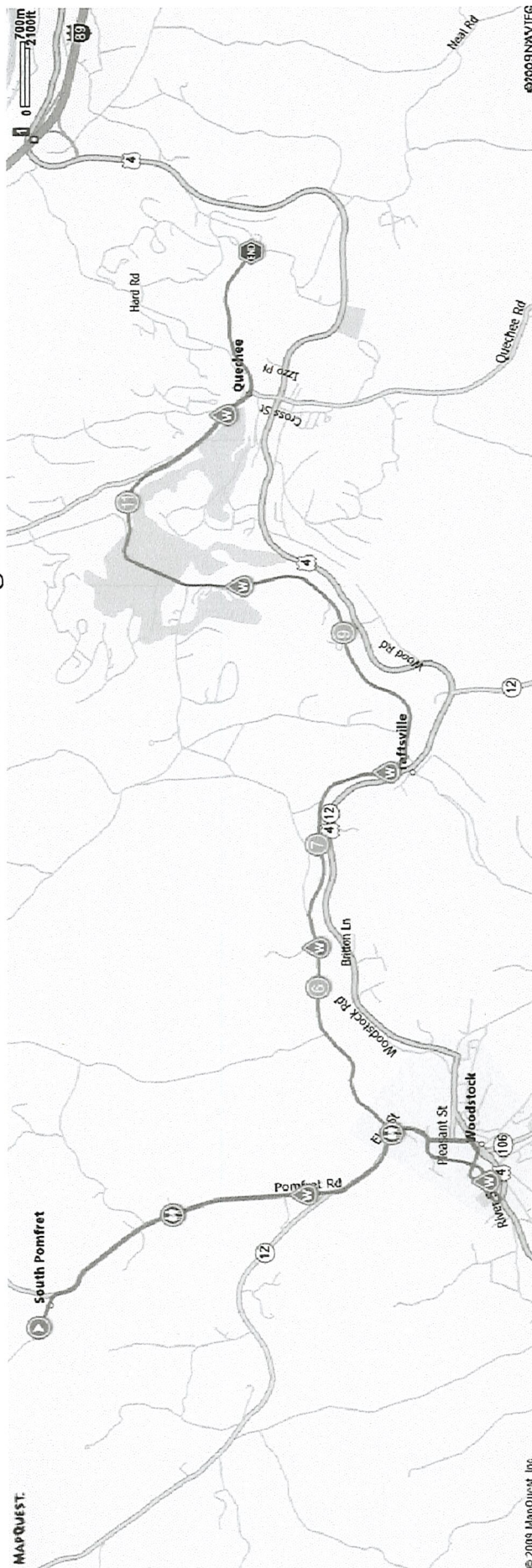
**AUTHORIZED REPRESENTATIVE:**



# COVERED BRIDGES HALF MARATHON

POMFRET • WOODSTOCK • QUECHEE

*The best 13.1 miles in New England*



**Start:** Suicide Six Ski Area, South Pomfret, Vermont. Race starts at 8:15am. NO PARKING

**Water Stops:** Miles 2, 4, 6, 8, 10, 12. Gatorade drinks at miles 6, 8, 10, and 12. Water and Gatorade at the Finish.

**Spectators:** Woodstock Village – Parking on the streets and municipal parking lots. Miles 2.7-5.

**NO PARKING IN TAFTSVILLE!** Spectator parking before 10:00 am at Quechee Polo Field – entrance just past Quechee Gorge

**Racer parking for buses at Quechee Gorge Village, one mile east of Quechee Gorge, from 5:30am to 7:00am. (Spectators after 10:00 am)**

**Finish:** Quechee Polo Field, Quechee, Vt. First runners at 9:25, last runners at 11:10am.

**More Info:** [www.cbhm.com](http://www.cbhm.com)

6/4/2023



# Covered Bridges Half Marathon

Traffic and Safety Manual

## 31st Anniversary

Nancy Nutile-McMenemy  
CBHM, INC. RACE-CO-DIRECTOR  
(802-230-5152)  
[coveredbridgeshalfmarathon@gmail.com](mailto:coveredbridgeshalfmarathon@gmail.com)

## Covered Bridges Half Marathon Sunday, June 4, 2023

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## Purpose

The Covered Bridges Half Marathon was first run in 1992. Race founder David Chioffi and a group of community members got together to create a half marathon along some of the best running routes around Woodstock, Vermont. The course they designed was unique because of the four covered bridges along the way, two of which the runners ran through.

Like many races, the course was adjusted several times in the first few years to address traffic and parking concerns, as well as the growing popularity of the race. The current course has been in place since 1997. The popularity of the race has continued to rise, reaching 2,900 registrants in 2001. The race was scaled back in 2002 to 2,000 registrants in order to maintain the small feel of the race and in response to reduced parking capacity. The race has grown very slowly to the present cap of 2,300 runners. The on-line registration fills quickly each year, usually in a few minutes from the time that it “goes live.”

The race is organized by a completely volunteer staff, under the corporate umbrella of CBHM, Inc., a non-profit corporation formed specifically to organize running events and donate the proceeds to charity.

The race donates more than \$60,000 each year to local non-profit groups focused on youth activities and youth sports in the Upper Valley of Vermont and New Hampshire. In recent years, groups have used the race to inspire volunteers to seek pledges for their respective causes, raising as much as \$150,000. The race committee has consciously limited the number of spots allocated to such efforts to maintain the feel and focus of the race itself. Over the lifetime of the race over \$2 Million has been donated to Our Communities.

**The economic impact in the region is about \$1.2 million annually.**

The Board of Directors of CBHM, Inc. include the race directors and representatives from the local area. Over 600 volunteers help make the race happen on race day, with many of the volunteers giving of their time for over 29 years.

## Traffic and Safety Officials Contact Information

### **CBHM, Inc. [cbhm.com](http://cbhm.com)**

Mike Silverman 603-381-9993

Nancy Nutile-McMenemy 802-230-5152 (KC1IZK)

### **Windsor County Sheriff's Department**

Captain Claude Weyant 802-356-3002

### **Hartford Police Department**

Acting Chief, Connie Kelley 802-299-8970

### **Hartford Fire and Rescue**

Fire Chief Scott D. Clooney [scooney@hartford-vt.org](mailto:scooney@hartford-vt.org) 802-295-3232

Event Contact-Captain Shawn Hannux [shannux@hartford-vt.org](mailto:shannux@hartford-vt.org)

### **Woodstock Police**

Chief Robby Blish Robbie Blish [police@townofwoodstock.org](mailto:police@townofwoodstock.org)

(802) 457-1420

### **HAM Radio Coordinator**

Rob Mather 858-752-1501 (N1XSS)

### **Green Mountain Bike Patrol**

Steve Cota 802-356-1150 (KB1LVE)

## Race Approximate Times and Road Closures

Race Start:	0815 hours Saskadena Six Ski Area, South Pomfret
Stage Road:	North of Saskadena Six to Teago Store 0750-0830 hours
Pomfret Road:	Teago Store to Route 12 0750 -0900 hours
Route 12	Intersection with Stage Road into Woodstock Village 0815-0915 hours
Woodstock Village	River Street, Mountain Ave, Elm Street 0830-0930 hours
River Road:	Route 12 to Taftsville Bridge 0840-1000 hours
Quechee Club House	
Road	CLOSED TO WEST BOUND TRAFFIC (from Quechee towards Taftsville Bridge); OPEN TO EAST BOUND TRAFFIC (Taftsville Bridge to Quechee, Including Golf Course)
Quechee Main Street	Alternating ONE WAY traffic controlled by Hartford Police and Windsor County Sheriff, West Hartford Road to Old Quechee Road (by cemetery) 0900-1045 hours.  CLOSED from Old Quechee Road to Polo Field 0900-1100 hours.

### ALTERNATE ROUTES:

Route 12-take Prosper Road to Route 4, head east and continue to Route 12 south in Taftsville.

## Detailed Road Closings on Race Day

Volunteers and local law enforcement work together to minimize delays and keep runners safe and traffic flowing smoothly. The following road closings and detours are planned for race day:

### POMFRET VERMONT

Race Start: 0815 hours Saskadena Six, South Pomfret.  
Stage Road: CLOSED North of Saskadena Six to Teago Store: 0750-0830 hours  
Pomfret Road: CLOSED Teago Store to Route 12. 0750-0900 hours  
Route 12: CLOSED Intersection with Stage Road into Woodstock Village. 0815 – 0915 hours.

### WOODSTOCK VERMONT

Woodstock Village: CLOSED River Street, Mountain Avenue, Elm Street: 0830-0930 hours  
Route 4 will remain open.

River Road: CLOSED Route 12 to Taftsville Bridge: 0840-1000 hours

Taftsville Covered Bridge: Closed to traffic from 0900-1000 hours

### QUECHEE/HARTFORD VERMONT

Quechee Club House Road: Closed to westbound traffic, open to eastbound traffic.  
Detour Woodstock to Quechee via Upper High Pastures Road to Quechee Village. Detour MAP

Quechee Main Street near covered bridge: Alternating one-way traffic controlled by Hartford Police and Windsor County Sheriff, from Quechee Covered Bridge to Simon Pearce, Post Office, Village Green. 0900-1100 hours.

Quechee Main Street from Old Quechee Road to Polo Field. CLOSED 0900-1130 hours  
Traffic from Old Quechee RD and Marshland Farms may turn right and head to the Quechee Bridge for access to Rte 4.

Quechee Main Street to Hard Rd and Tichenor Road-Local traffic only 0900-1200 hours on Sunday.

Hard Rd to Dewey Mills Rd-CLOSED to ALL Traffic 0930-1130 hours



Deweys Mills to Quechee Main-Traffic to Fowler Lane and Strong House Spa ONLY.

### **SPECTATOR PARKING**

Spectator Parking on Deweys Mills Rd-0800-1000 hours

### **NO RACE PARKING AREAS**

Taftsville Bridge Area, RTE 4 Near Taftsville Bridge

Snack Bar at The Gorge (Ott Dog) Parking Lot (RTE 4 and Deweys Mills Rd)

Any roads marked with no parking

Strong House Spa (Strong House staff and clients are allowed access)

### **Alternate routes:**

Route 12 – take Prosper Road to Route 4, head east and continue to Route 12 south in Taftsville.

Quechee Main Street including Quechee Club via Woodstock, River Road and High Pastures Rd.

Detour Map: [Sunday Morning Road Detour](#)

## Approximate Runner Times

Runner Analysis (estimates, depends on conditions and runner field)

First Runner Finish 0930 and last runner 1200 (based on 13 minute miles)

Peak at Mile 1	0828
Peak at Mile 2	0841
Peak at Mile 3	0854
Peak at Mile 4	0907
Peak at Mile 5	0920
Peak at Mile 6	0933
Peak at Mile 7	0946
Peak at Mile 8	1000
Peak at Mile 9	1013
Peak at Mile 10	1026
Peak at Mile 11	1039
Peak at Mile 12	1025
Peak at Mile 13	1105

# Windsor County Sheriff's Department

## Windsor County Sheriff's Department Duty Details

Captain Claude Weyant 802-356-3002

### **Position #1 Route 4 at Quechee/Timber Village 0500-0730 hours**

Moves to **Polo Field** 0730 hours-END

Directs Spectator/Volunteer Parking at Deweys Mills Polo Field.

### **Position #2 Lead Cruise Saskadena Six Ski Area Pomfret 0700-0900 hours**

Moves to **Quechee Main St and Rte 4-0930 (near Fat Hat Factory)**, relieves Hartford PD, stays until dismissed at approximately 1200 hours.

Quechee Main Street closed to traffic at 0910 hours.

Only traffic allowed down Quechee Main Street after 0910 hours are school buses, Woodstock Inn Bus, local residents of Henri Hill, official race vehicles, and emergency vehicles. Volunteers will assist.

### **Position #3 Second Lead Cruiser Saskadena Six Ski Area Pomfret 0700-0900 hours**

Moves to **Snack bar at the Gorge/Ott Dog Lot-0930** hours until dismissed at approximately 1200 hours.

Ott Dog Assignment-Spectator parking allowed down Dewey Mills Road to Polo Field-NO School Buses or other large vehicles. NO race parking in Ott Dog Lot.

Officers will be notified when to close Dewey Mills Road to incoming spectator traffic, approximately 1000 hours. After closure spectators looking to park should be directed to Quechee/Timber Rail Village in the runner parking area and walk to Polo Field-volunteers will assist.

### **Position #5 Route 4 in Taftsville 0800 hours**

Center of Taftsville.

Be in position 0800 until approximately 1030. Assisting people crossing Route 4. Make sure that vehicles in this area DO NOT park on the travel portion of the roadway.

Woodstock Rotary will assist, and No-Parking signs will be posted.

revised May 28, 2022 9



CBHM does not allow spectator parking in Taftsville.

**Taftsville Bridge will be closed from 0900-1000 hours.**

At 1030 move positions and go to the Entrance of Quechee/Timber Rail Village and assist with traffic exiting onto Route 4 from the Village Parking area. Approximate end time will be 1400 hours.

**Position #7 River Road (side) at Taftsville Covered Bridge 0800 hours.**

Be in position 0800 hours until approximately 1030 hours.

Assignment-Watch for vehicles trying to cross Taftsville Covered Bridge. No race Spectators, only CBHM Band, and water stop volunteers.

CBHM does not allow spectator parking in Taftsville.

**Taftsville Bridge will be closed from 0900-1000 hours.**

At 1030 hours move to the intersection of Route 4 and Deweys Mills Road to assist with heavy traffic volumes coming up Deweys Mills Road exiting from the event. End time approximately 1400 hours.

**Position #8 Route 4 East Entrance Taftsville Bridge 0800 hours.**

(The Hole) Be in position 0800 hours until approximately 1030 hours. On Route 4 about 5-75 yards east of the Taftsville Covered Bridge.

Assignment-Keep CBHM spectator vehicles from parking along Route 4. Woodstock Rotary will assist, and No-Parking signs will be posted.

CBHM does not allow spectator parking in Taftsville.

**Taftsville Bridge will be closed from 0900-1000 hours.**

**Position #9 Quechee Main Street and Hillside Road (West Entrance) 0800 hours.**

Be in position 0800 hours until approximately 1200 hours. When first runner arrives, ALL TRAFFIC turns left only towards Quechee

**Position #10 Quechee Main Street and Hillside Road (East Entrance) 0800 hours.**

Be in position 0800 hours until approximately 1200 hours.

After 0850 hours ALL TRAFFIC exiting Hillside can only turn LEFT in between gaps in the runners towards Quechee Club. A volunteer will assist.

**Position #11 Quechee Main Street and Wheelock 0800 hours.**

Be in position 0800 hours until approximately 1200 hours.

After 0850 ALL TRAFFIC exiting Wheelock can only turn LEFT in between gaps in the runners toward Quechee Club. A volunteer will assist.

**Position #15 Quechee Main Street and Red Barn Rd 0800 hours.**

Be in position 0800 hours until approximately 1200 hours.

After 0850 ALL TRAFFIC exiting Wheelock can only turn LEFT in between gaps in the runners towards Quechee. A volunteer will assist.

**Position #13 and # 14 Quechee Main Street and Quechee/West Hartford Road 0800 hours. 2 Deputies**

Be in position 0800 hours until approximately 1200 hours.

After 0850 hours ALL TRAFFIC exiting Quechee/West Hartford Road can only turn LEFT in between gaps in the runners toward Quechee. A volunteer will assist.

**Position #12 Quechee Main Street and Willard Road 0800 hours.**

Be in position 0800 hours until approximately 1200 hours.

After 0850 hours ALL TRAFFIC exiting Willard can only turn LEFT in between gaps in the runners toward Quechee. A volunteer will assist.

**Position #16 Sheriff Chamberlain assists with various assignment and is O.I.C.**

Communicate on Channel \_\_Sheriff's Channel\_\_\_\_\_

# Hartford Police Department Duty Details

## Hartford Police Department

Acting Chief, Connie Kelley 802-299-8970

### HPD Duty Roster with FLAGGERS (TBD)

Flagger #1:

Flagger #2:

Flagger #3:

Flagger #4:

Flagger #5:

Flagger #6:

Officer #1/#6: Kelley

Officer #2: Furnari

### Flagger #1 – Quechee Main St and Route 4 intersection (near Fat Hat Factory)

### Flagger #2 – Snack Bar at the Gorge parking lot Route 4 and Deweys Mill Rd.

No parking allowed in the Snack Bar parking lot (unless employees)

Snack Bar opens at 11am – parking then can be allowed

At approximately 11am move to the intersection of Route 4 and Deweys Mill Rd to assist with traffic coming off of Deweys' Mill Rd entering Route 4

### Flagger #3- Quechee Main St and Waterman Hill (Covered bridge)

There will be a Police Officer at this position as well,

Traffic along Quechee Main Street (Taftsville to Quechee) is only allowed in the eastbound lane after 0900.

After 0910 (or first runner whichever comes first) NO TRAFFIC from Quechee Covered Bridge to Deweys Polo Field.

Cars may only cross the Quechee Covered Bridge from the Waterman Hill side to reach Simon Pearce or Village Green Road.

2-3 Volunteers will help provide information to drivers.

Taftsville Covered Bridge will be closed from 0900-1000.

Between those hours cars can reach Quechee Club via signed traffic DETOUR in Woodstock after 1000.

Traffic can re-open about 1100-1115 depending on runner safety.

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**Traffic going to Mill Rd Condos, Quechee Inn or Wilderness Trails may proceed east slowly with flashers on.**

**Flagger #4 - Waterman Hill and River St**

Traffic along Quechee Main Street (Taftsville to Quechee) is only allowed in the eastbound lane after 0900.

After 0910 (or first runner whichever comes first) NO TRAFFIC from Quechee Covered Bridge to Deweys Polo Field.

Cars may only cross the Quechee Covered Bridge from the Waterman Hill side to reach Simon Pearce or Village Green Road.

2-3 Volunteers will help provide information to drivers.

Taftsville Covered Bridge will be closed from 0900-1000.

Between those hours cars can reach Quechee Club via signed traffic DETOUR in Woodstock after 1000

Traffic can re-open about 1100-1115 depending on runner safety.

**Traffic going to Mill Rd Condos, Quechee Inn or Wilderness Trails may proceed east slowly with flashers on.**

**Flagger #5- Quechee Main St and Simon Pearce**

Stop eastbound traffic as needed to allow traffic from Quechee Covered Bridge to travel in eastbound lane to Simon Pearce. One (1) volunteer will be available to assist.

**Flagger #6- Quechee Main St and Old Quechee Rd**

Runners stay left, vehicles stay right towards Quechee.

**Cars on Old Quechee Road are to turn right ONLY toward Quechee Covered Bridge after 0900 until Quechee Main Street reopens to two-way traffic.**

**Officer #1 Traffic Route 4 then Deweys Mills at Quechee Main St. 0500 hours**

Working with Windsor County Sheriff's Department (WCSD)

Gail Devine for the Woodstock Recreation Department-who is in charge of volunteers directing parking once they pull into Quechee Gorge Village.

Last bus leaves at 0700 hours-buses fill and leave from Public House

Office moves to Quechee Main and Rte 4 (near Fat Hat Factory), relieved by WCSD at 0930 hours and moves to Deweys Polo Field for the Finish Line.

First runner expected about 0930 hours.

Close Quechee Main Street at Hard Road at 0910 hours.

WCSD has two lead vehicles, they stay left and head up Quechee Main to Rte 4.

Deweys Mills Road at the finish line area will be closed.

Issues usually include getting ambulances in and out as needed, some crowd control, cars that slip through.

Last runner finish about 1115-1130 hours

#### **Officer #2 Quechee Main and Waterman Hill 0800 hours**

No traffic between Quechee Covered Bridge and Polo Field after 0910 or first runner.

No traffic westbound after 0900 except to Simon Pearce entrance. Traffic going to Simon Pearce or Village Green Road must stay in the eastbound lane and officers at Simon Pearce will hold eastbound traffic to allow traffic flow.

All eastbound traffic must turn onto Quechee Covered Bridge after 0910

Runners will be in the westbound lane.

Traffic can re-open about 1100-115 depending on runner safety with two-way traffic.

Volunteers will assist as needed. **Traffic going to Mill Rd Condos, Quechee Inn or Wilderness Trails may proceed east slowly with flashers on.**

#### **Officer #6 Command Control Center (Finish Line Communications Trailer) 0800 hours**

Coordinate and monitor radio and cell phone for all safety officers.

**Communicate on Channel\_\_Sheriff Channel\_\_**

## Hartford PD (no flaggers)

### **Officer #1 Traffic Route 4 then Deweys Mills at Quechee Main St. 0500 hours**

Working with Windsor County Sheriff's Department (WCSD)

Gail Devine for the Woodstock Recreation Department-who is in charge of volunteers directing parking once they pull into Quechee Gorge Village.

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WCSD has two lead vehicles, they stay left and head up Quechee Main to Rte 4.

Deweys Mills Road at the finish line area will be closed.

Issues usually include getting ambulances in and out as needed, some crowd control, cars that slip through.

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### **Officer #2 Quechee Main and Waterman Hill 0800 hours**

No traffic between Quechee Covered Bridge and Polo Field after 0910 or first runner.

No traffic westbound after 0900 except to Simon Pearce entrance. Traffic going to Simon Pearce or Village Green Road must stay in the eastbound lane and officers at Simon Pearce will hold eastbound traffic to allow traffic flow.

All eastbound traffic must turn onto Quechee Covered Bridge after 0910

Runners will be in the westbound lane.

Traffic can re-open about 1100-1115 depending on runner safety with two-way traffic.

Volunteers will assist as needed. **Traffic going to Mill Rd Condos, Quechee Inn or Wilderness Trails may proceed east slowly with flashers on.**

**Officer #3 Waterman Hill and River Street 0800 hours**

Traffic along Quechee Main Street (Taftsville to Quechee) is only allowed in the eastbound lane after 0900.

After 0910 (or first runner whichever comes first) NO TRAFFIC from Quechee Covered Bridge to Deweys Polo Field.

Cars may only cross the Quechee Covered Bridge from the Waterman Hill side to reach Simon Pearce or Village Green Road.

2-3 Volunteers will help provide information to drivers.

Taftsville Covered Bridge will be closed from 0900-1000.

Between those hours cars can reach Quechee Club via signed traffic DETOUR in Woodstock after 1000.

Traffic can re-open about 1100-1115 depending on runner safety.

**Traffic going to Mill Rd Condos, Quechee Inn or Wilderness Trails may proceed east slowly with flashers on.**

**Officer #4 Quechee Main and Simon Pearce 0800 hours**

Stop eastbound traffic as needed to allow traffic from Quechee Covered Bridge to travel in eastbound lane to Simon Pearce. One (1) volunteer will be available to assist.

**Officer #5 Quechee Main and Old Quechee RD 0800 hours**

Runners stay left, vehicles stay right towards Quechee.

**Cars on Old Quechee Road are to turn right ONLY toward Quechee Covered Bridge after 0900 until Quechee Main Street reopens to two-way traffic.**

**Officer #6 Command Control Center (Finish Line Communications Trailer) 0800 hours**

Coordinate and monitor radio and cell phone for all safety officers.

**Communicate on Channel \_\_ Sheriff Channel \_\_\_\_\_**



# Hartford Fire and Rescue

## **First Aid Tent at Finish Line**

Fire Chief Scott D. Clooney [scooney@hartford-vt.org](mailto:scooney@hartford-vt.org) 802-295-3232

Event Contact-Captain Shawn Hannux [shannux@hartford-vt.org](mailto:shannux@hartford-vt.org)

First runner to finish between 0913-0930 hours at the polo field.

In the past CBHM supplies to the first aid tent:

- Gatorade
- bagged ice
- cots
- blankets
- kids bathing pool x3
- chairs

## **Communicate on Channel\_\_\_\_\_**

Windsor County Sheriff Primary Frequency 453.325

Hartford Dispatch Local Fire Dispatch Frequency 158.745

## **Mt Ascutney Amateur Radio Repeater:**

Mt Ascutney Repeater 146.760 (-) PL 110.9

Backup will be Moose Mt 145.640 (-) PL 110.9

**Peter M. Loescher, MD CBHM Race physician.**



# Woodstock Police Department

## Woodstock Police Department

Chief Robbie Bliss [rblish@townofwoodstock.org](mailto:rblish@townofwoodstock.org)

Race starts at Saskadena Six Ski Area at 0815 hours

The Windsor County Sheriff's department will have two lead cars.

Traffic coverage at:

Officer #1-Route 12 and Stage Rd (closes Stage RD at 0800) after last runner moves to Route 12 & Billings Triangle

Officer #2-River St and Route 4 (Middle Covered Bridge)

Officer #3-Elm St. and Central St.

Officer #4-Elm St. and Pleasant St.

Officer #5-River Road and High Pastures Road

Officers cone off the parking spots between Elm St. and Middle Covered Bridge during the night or early hours of race morning

(CBHM race director will leave the cones on the traffic island, late Saturday evening, June 3)

# Green Mountain Bike Patrol

## **Green Mountain Bike Patrol (GMP)**

Steve Cota 802-356-1150

Green Mountain Bike patrollers spread out amongst the field and circulate back and forth and sweep the course through to the finish.

They usually have between 4 to 8 patrollers on bikes and Steve Cota in the van. Most of them are HAM operators and check in with Net control.

Some patrollers are EMT certified.

Rob Mather will cover for Mr. Cota if the GMP van is unavailable, and runners need to be picked up (drops).

## **Mt Ascutney Amateur Radio Repeater:**

Mt Ascutney Repeater 146.760 (-) PL 110.9

Backup will be Moose Mt 145.640 (-) PL 110.9

# HAM Radio Communications

## HAM Radio Coordinator

Rob Mather 858-752-1501

## Communicate on Mt Ascutney Repeater

**Twin State Radio Club Communications** trailer will be at the finish line-Command Center (Net Control). HAM radio operators will be on course. Green Mountain Bike Patrol are also HAM radio equipped.

Net Control will Operate on:

Mt Ascutney Repeater 146.760 (-) PL 110.9

Backup Moose Mt 145.640 (-) PL 110.9

Windsor County Sheriff Primary Frequency 453.325

Hartford Dispatch Local Fire Dispatch Frequency 158.745

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## Traffic Control Volunteers and Duties

**At Least ONE volunteer at EVERY intersection**

## Medical Assistance Statement for volunteers

If a runner needs medical assistance dial 911. Tell the dispatcher that you are with the Covered Bridges Half Marathon and give them your location.

There are Green Mountain Bike Patrol EMT's on bikes. Police will let you know when the road is re-opened to two-way traffic.

Cheer on the runners and have fun. Thank you for volunteering with our race.

## Runner Parking-Quechee Village Field

**Woodstock Recreation Department, Hartford Rec.**

**Gail Devine** (802-356-0544) Report at **0530 Hours**

**Scott Hausler** (802-299-8757)

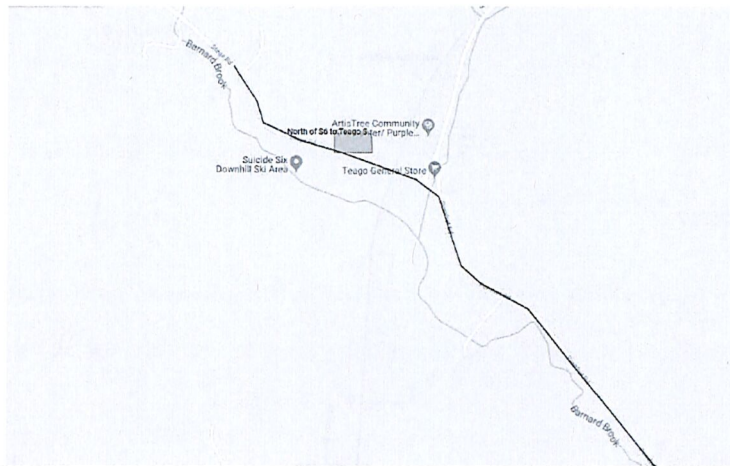
**King Arthur Customer Service, Ascutney Outdoors, Twin State Derby**

**Hartford Sophomore Class** (Doug Anton, 603-727-8373)-Clean up

**Ott Dog Snack Bar Area-Flagger, Ottauquechee Health Foundation-near Fowler**

Dewey's Mills Rd (keeping people from parking in the snack bar parking lot and directing them to the remote parking lots once the road was closed) and then we had folks stationed further down the hill directing pedestrians down to the finish line and back up to the Antique Village parking lots. (Polo field clean up in past)

## Saskadena Six Ski Area



**Upper Valley Running Club Report at 0500-0830 Hours**

**Start Area Organizer-Chip Howard**

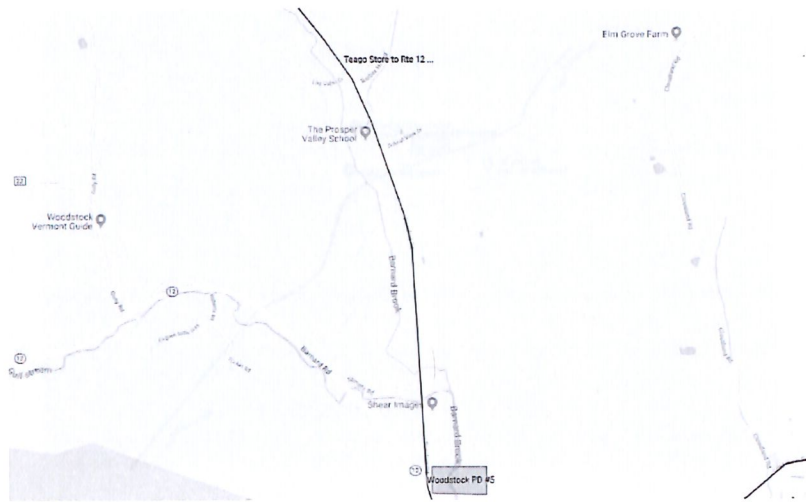
**Start-Saskadena Six Ski Area**

**Upper Valley Running Club**

Direct drop-off cars and buses. Pedestrian traffic on the road. Runners line -up from (0745-0815 hours)

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## Pomfret Volunteer Traffic Control



### Union Arena Report at 0700-0930 Hours

EJay Bishop (802-457-2500)

#### #2 **Stage Road to Pomfret Library side of Teago's 0700-0853 hours**

Direct cars to drop-off area.

NO CARS north onto Stage Road after 0805-FOR ANY REASON  
(except emergency vehicles)

NO CARS south onto Stage Road between when gun goes off and  
around 0835 (give the last runner time to reach Barber Hill.)

#### #3 **Stage Road to Pomfret side of Teagos's 0700-0835 hours**

Direct cars to drop-off area.

NO CARS north onto Stage Road after 0805-FOR ANY REASON  
(except emergency vehicles)

NO CARS south onto Stage Road between when gun goes off and  
around 0835 (give the last runner time to reach Barber Hill.)

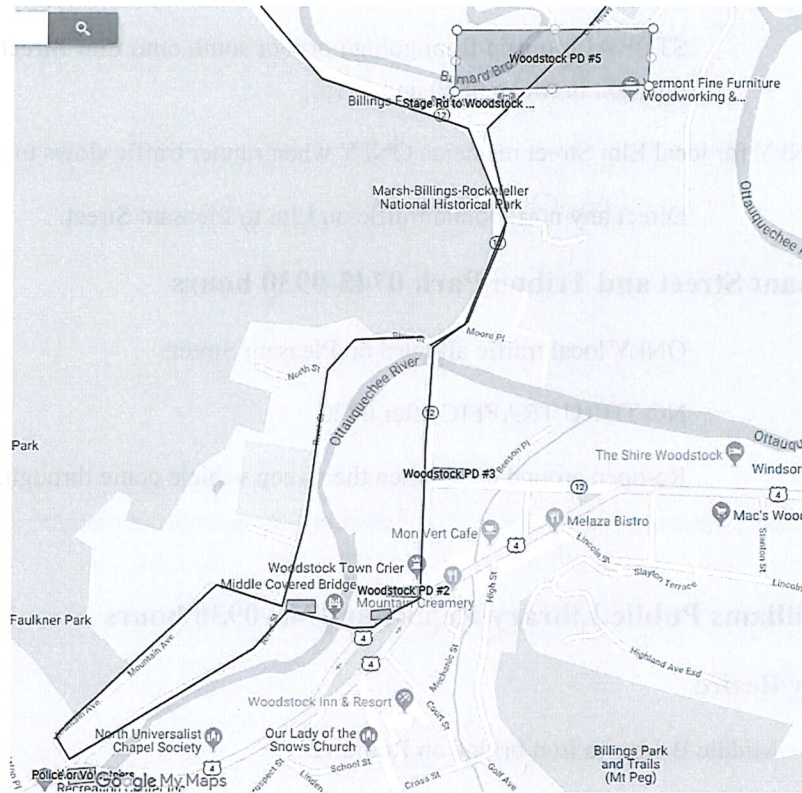
#### #4 **Stage Road to Pomfret side of Teago's 0730-0845 hours**

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Keep traffic from going north onto Stage Road from after 0805 until runners thin out around 0830 and from going south from 0820-0840 (give runners time to reach Stimets Road)

## Woodstock Volunteer Traffic Control



### Union Arena Report at 0700-0930 Hours

EJay Bishop (802-457-2500)

### River Street and Mountain Ave. 0745-0930 hours

Set cones **DIAGONALLY** across River Street to direct runners to go **RIGHT** onto Mountain Ave.

Stand in the middle of the road to make sure runners coming from Billings go **RIGHT** and runners coming back around from Rec Center end of Mountain Road go **RIGHT** over Middle Bridge.

### River Street at Route 4 0745-0930 hours

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Set barricades as close to Route 4 westbound lane as possible. Must maintain 2-way traffic. STOP ALL traffic down River Street and Mountain Ave. between 0825 and 0910 (when last runner comes through)

**Elm Street and Pleasant 0745-0930 hours**

STOP ALL traffic from going north or south onto Elm Street from Pleasant between 0820 and 0915.

Exceptions-ONLY for local Elm Street residents ONLY when runner traffic slows to allow.

Direct any northbound traffic on Elm to Pleasant Street.

**Pleasant Street and Tribou Park 0745-0930 hours**

ONLY local traffic allowed on Pleasant Street.

NO THRU TRAFFIC after 0820

Re-open around 0930 when the sweep vehicle come through.

**Norman Williams Public Library Report at 0745-0930 hours**

**Kathy Beaird**

Middle Bridge to iron bridge on Route 12

**Woodstock Union Track and Field Report at 0745-0930 hours**

**TBA-NOT for 2022**

Iron bridge on Route 12 to Billings Triangle

5 volunteers making sure runners stay on the correct side of the traffic cones

**Billings Farm Triangle Report at 0745-0930 hours**

**Kerilyn Bristow (603-359-3948)**

Direct runners down River Road

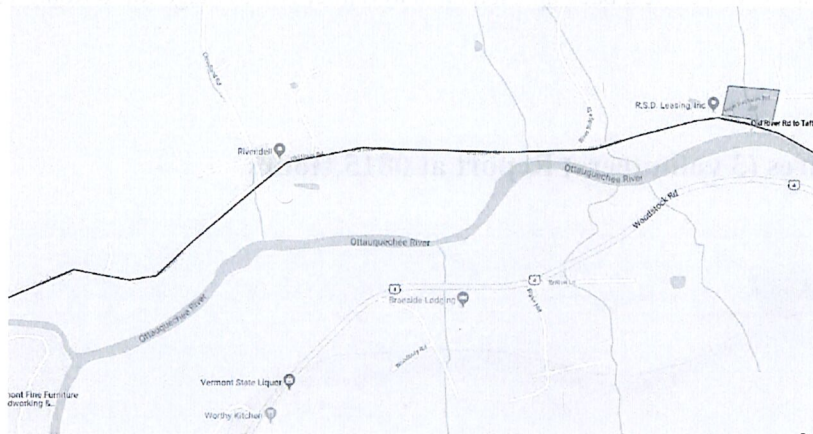
Watch for cars turning down River Road

Assist Police Officer

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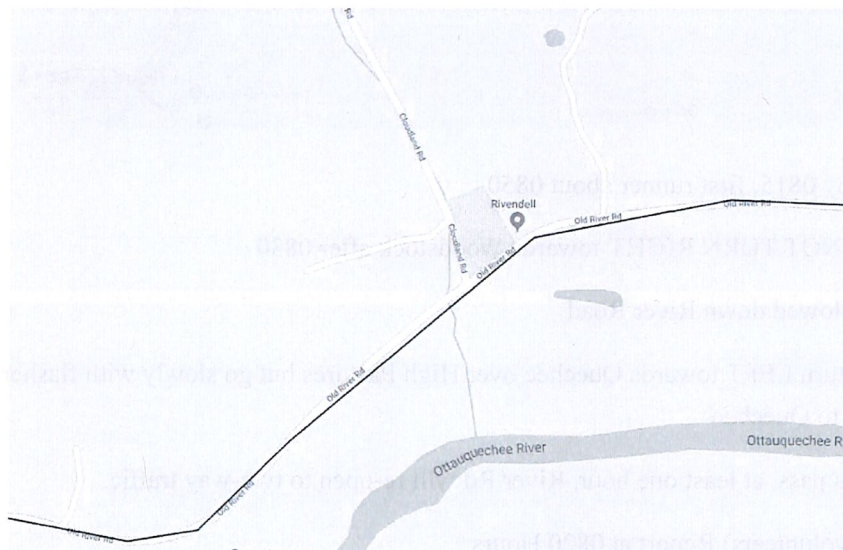


## River Road Volunteer Traffic Control



### Abbott/Pomfret Library Report at 0815 Hours

Sue Heston (802-457-2236)



### Cloudland and River Road (2 volunteers) 0815 hours

Be in place by 0815, first runner about 0845

Traffic **CANNOT TURN RIGHT** towards Woodstock after 0830

Traffic may turn **LEFT** towards Quechee over High Pastures but go slowly with flashers on

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Once runners pass, at least one hour, River Rd will re-open to two-way traffic.

Alternative route to Woodstock, back up Cloudland to Barber Hill to Stage Rd to Route 12N, Prosper Hill to Route 4.

### High Pastures (3 volunteers) Report at 0815 Hours



Be in place by 0815, first runner about 0850

Traffic CANNOT TURN RIGHT towards Woodstock after 0830

NO traffic allowed down River Road

Traffic may turn LEFT towards Quechee over High Pastures but go slowly with flashers on, follow signs to Quechee

Once runners pass, at least one hour, River Rd will re-open to two-way traffic.

Otis Hill (2 volunteers) Report at 0820 Hours

Be in place by 0820, first runner about 0855

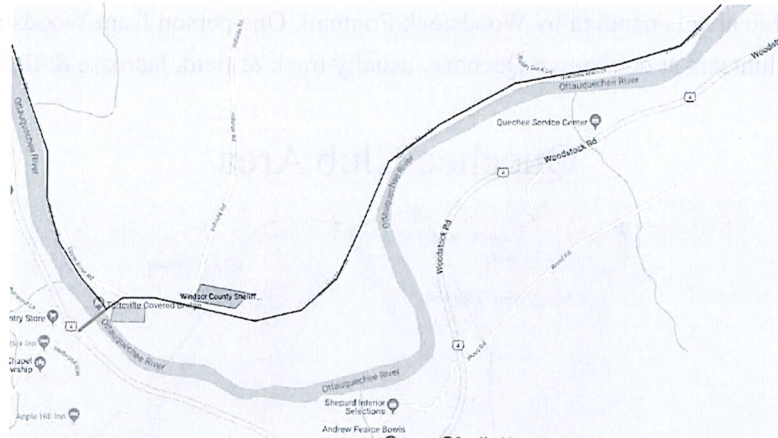
NO traffic towards Woodstock after 0830

NO traffic allowed down River Road

Traffic on Otis Hill must turn around and go back over High Pastures but go slowly with flashers on, follow signs to Quechee

Once runners pass, at least one hour and half, River Rd will re-open to two-way traffic.

### **Taftsville Hillside Rd (2 volunteers-assist police officer) Report at 0820 Hours**



Be in place by 0820, first runner about 0900

**Taftsville Bridge CLOSED, NO TRAFFIC** towards bridge once lead sheriff car arrives at the bridge.

Traffic may turn **LEFT** on Quechee Main Street towards Quechee and proceed with caution.

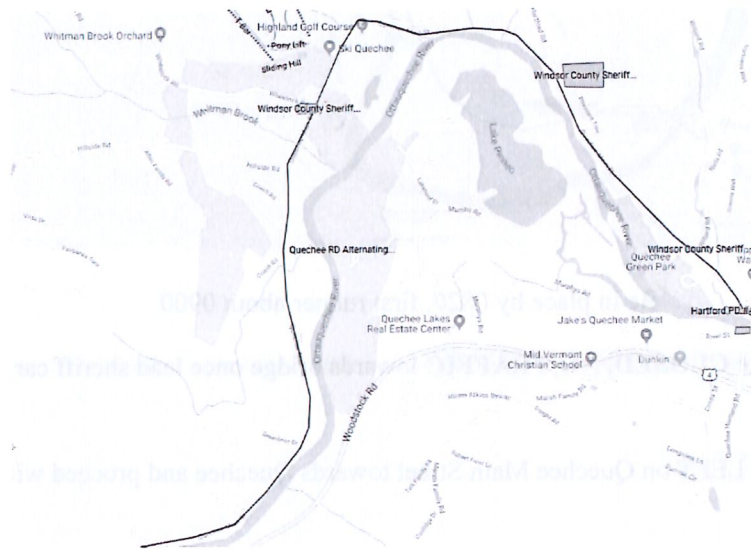
# Quechee Main Street Volunteer Traffic Control

## Woodstock GridIron

**Mary Jo Palmer** (802-457-9488)

The Quechee club area is handled by Woodstock Football. One person from Woodstock Football oversees the volunteers at downtown Quechee, usually track & field, lacrosse & field hockey.

## Quechee Club Area



### **Coach Road Condos (1 volunteer) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Upper Hillside (2 volunteers-assist police officer) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Wheelock RD (2 volunteers-assist police officer) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.



### **Quechee Club Parking Lot (near Wheelock) (2 volunteers) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Quechee Club Parking Lot across from club (2 volunteers) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Quechee Club exit (1 volunteer) 0820 hours**

After 0900, traffic exiting can ONLY TURN RIGHT towards Quechee

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Red Barn Road (2 volunteers) 0820 hours**

After 0900, traffic exiting can ONLY TURN LEFT towards Quechee

People wanting to get to the club should park on Red Barn Road and walk.

Wait for a gap in the runners to let cars through

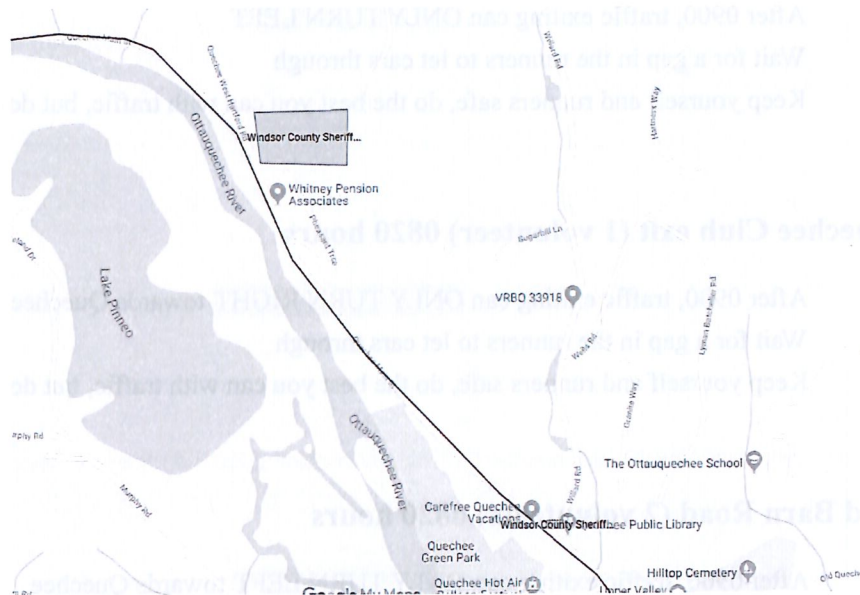
Keep yourself and runners safe, do the best you can with traffic, but don't argue.

# **West Hartford Road to Willard Road**

## **Woodstock Union High School Track and Field-NOT for 2022**

### **Woodstock Girls Lacrosse**

**Amanda Hull Soule (802-291-2100)**



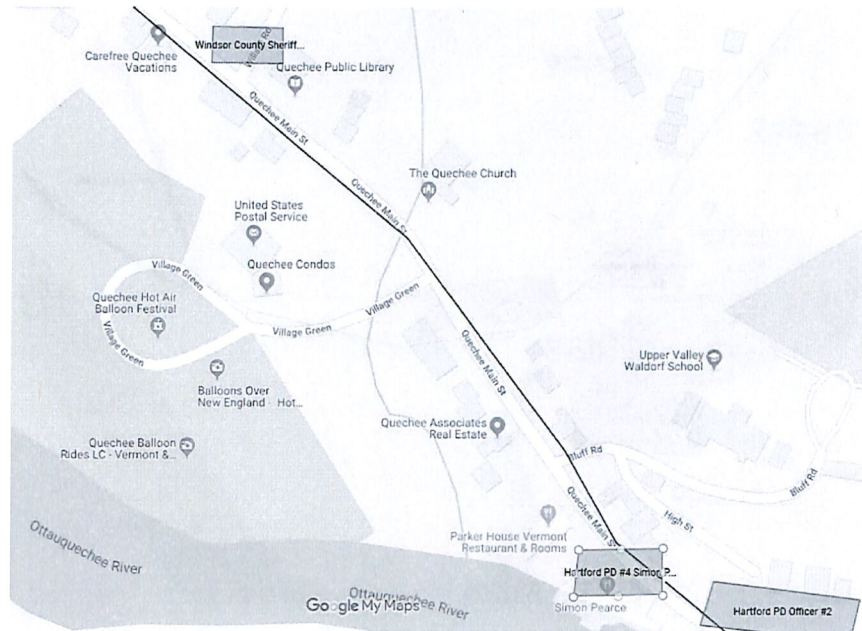
### **Quechee -West Hartford Road (1 volunteer) 0900 hours**

After 0900 traffic exiting can only TURN LEFT toward Quechee.  
Wait for a gap in the runners to let cars through  
Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Quechee Main Street across from Lake Pineo near Pheasant Trace (1 volunteer) 0900 hours**

After 0900 traffic exiting can only TURN LEFT toward Quechee.  
Wait for a gap in the runners to let cars through  
Keep yourself and runners safe, do the best you can with traffic, but don't argue.

## Quechee Library Area, Willard Road



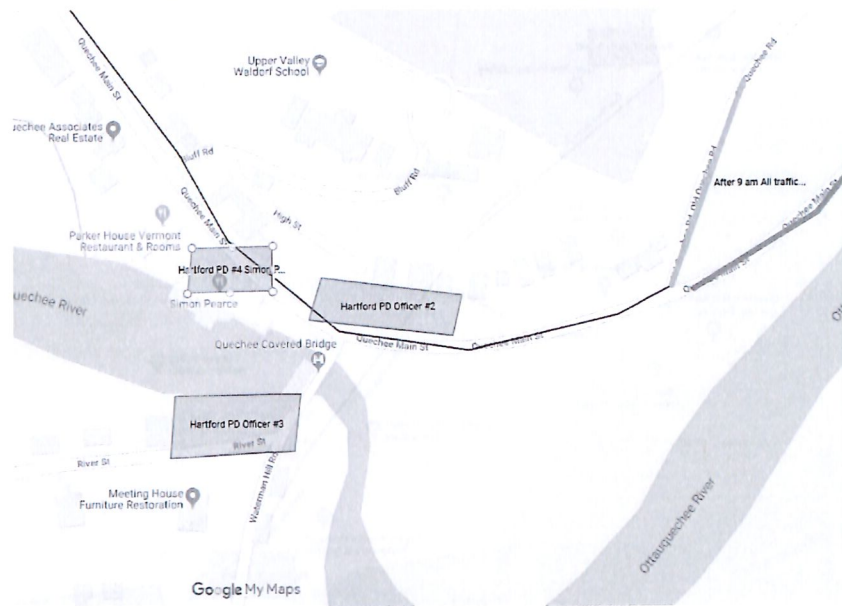
### Willard Road (1 volunteer-assist police officer) 0900 hours

After 0900 traffic exiting can only TURN LEFT toward Quechee.

Wait for a gap in the runners to let cars through

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

## Quechee Covered Bridge Area



### **Post Office/Village Green (2 volunteers) 0900 hours**

After 0900 traffic exiting can only TURN RIGHT toward Quechee.  
Wait for a gap in the runners to let cars through  
Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Waldorf School/Bluff Rd/Mile 12 (1 volunteer) 0900 hours**

After 0900 traffic exiting can only TURN LEFT toward Quechee.  
Wait for a gap in the runners to let cars through  
Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Simon Pearce entrance 1 volunteer-assist police 0900 hours**

After 0900 traffic exiting can only TURN RIGHT toward Quechee.  
Keep yourself and runners safe, do the best you can with traffic, but don't argue.



## **Quechee Covered Bridge, cont.**

### **River Street and Waterman Hill (3 volunteers) Report at 0900 hours**

After 0900 traffic may turn **LEFT** to Quechee Post Office only

Traffic cannot turn **RIGHT** (unless going to the Quechee Inn)

Traffic can get to Quechee via Woodstock Billings Farm/River Rd. Taftsville after 1000.

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

### **Waterman Hill and Quechee Main (1 volunteer-assist police officer)**

#### **Report at 0900 hours**

After 0900 traffic may turn **LEFT** to Quechee Post Office/Simon Pearce only

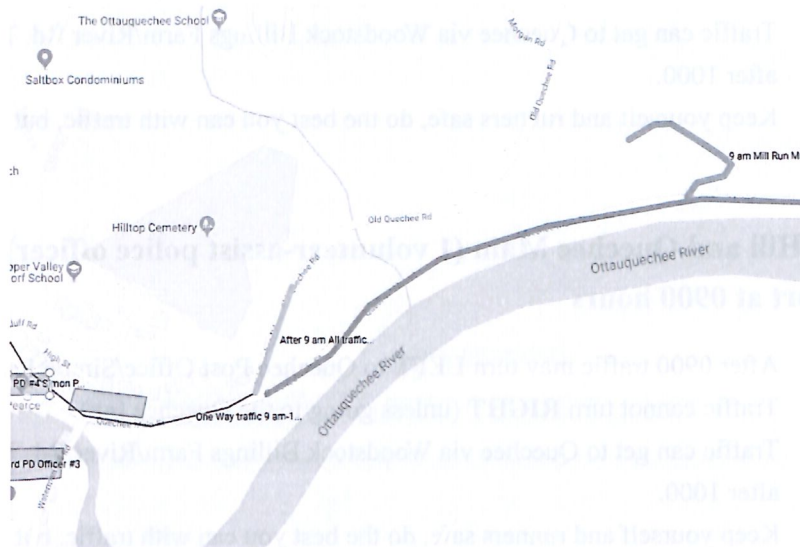
Traffic cannot turn **RIGHT** (unless going to the Quechee Inn)

Traffic can get to Quechee via Woodstock Billings Farm/River Rd. Taftsville after 1000.

Keep yourself and runners safe, do the best you can with traffic, but don't argue.

## Quechee Covered Bridge to Marshland Farms Quechee Library

Kate Schall (802-295-1232)



### Quechee Main and Old Quechee Road (2 volunteers) 0900 hours

**After 0900 ALL TRAFFIC** exiting Old Quechee Road **MUST TURN RIGHT** toward the Quechee Covered Bridge. An officer at the Quechee Covered Bridge will direct them up Waterman Hill over the covered bridge to US Rte. 4.

Remind drivers to drive slowly as they will encounter runners coming at them in the road.

**NO TRAFFIC** can **TURN LEFT** and travel east toward the finish line.

**Exceptions: Emergency vehicles-ambulance, fire truck, police.**

### Quechee Main and Mill Run (1 volunteer) 0900 hours

**ALL TRAFFIC** exiting either driveway at Mill Run Condos **MUST TURN RIGHT** toward the Quechee Covered Bridge. An officer at the Quechee Covered Bridge will direct them up Waterman Hill over the covered bridge to US Rte. 4.

Remind drivers to drive slowly as they will encounter runners coming at them in the road.

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**NO TRAFFIC can TURN LEFT and travel east toward the finish line.**

**Exceptions: Emergency vehicles-ambulance, fire truck, police.**

### **Quechee Inn at Marshland Farms (1 volunteer) 0900 hours**

**ALL TRAFFIC** exiting either driveway at Marshland Farms **MUST TURN RIGHT** toward the Quechee Covered Bridge. An officer at the Quechee Covered Bridge will direct them up Waterman Hill over the covered bridge to US Rte. 4.

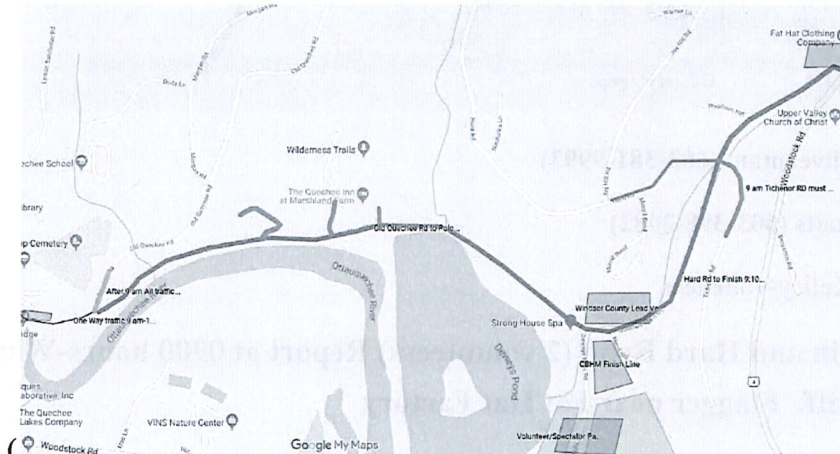
Remind drivers to drive slowly as they will encounter runners coming at them in the road.

**NO TRAFFIC can TURN LEFT and travel east toward the finish line.**

**Exceptions: Emergency vehicles-ambulance, fire truck, police.**

## **Quechee Main and Mill Run**

### **Marshland Farm Area Report at 0900 hours—Quechee Library volunteers**



**ALL TRAFFIC MUST TURN RIGHT** toward the Quechee Covered Bridge.

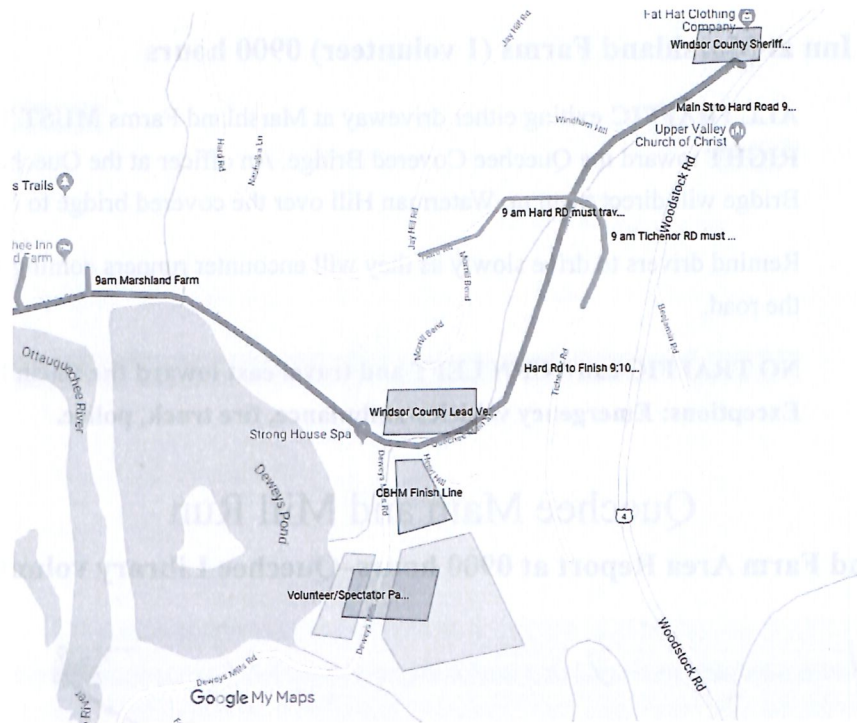
An officer at the Quechee Covered Bridge will direct them up Waterman Hill over the covered bridge to US Rte. 4.

Remind drivers to drive slowly as they will encounter runners coming at them in the road.

**NO TRAFFIC can TURN LEFT and travel east toward the finish line.**

**Exceptions: Emergency vehicles-ambulance, fire truck, police.**

## Finish Line Area to Hard Road



Mike Silverman (603-381-9993)

Paul Coats (603-398-2082)

Frank Kelley-volunteer

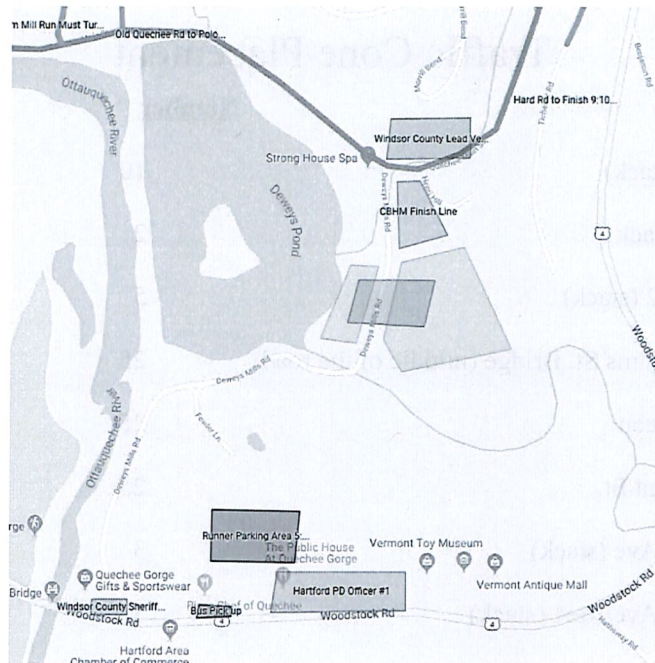
### **Quechee Main and Hard Road (2 volunteers) Report at 0900 hours-Windsor County Sheriff. Flagger near Fat Hat Factory**

**DO NOT** allow **ANY TRAFFIC** past Hard Road traveling west toward the finish line. All traffic should be turned around and send back to US Route 4 or they may take Hard Road if the are familiar with a route around the race.

**NO ENTRY** past this point includes friends picking up runners-direct them to US Route 4 to Dewey Mills Road.

**Exceptions: Buses picking up runners, Homeowners in the area and guests, race officials, volunteers and emergency personnel.**





## **Dewey Mills Walkway back to Runner Parking (4 volunteers) Report at 1000 hours**

### **Ottawaquechee Health Foundation-Tayo Kirchhof**

Keep runners out of road, runners must stay left up to Fowler Lane Cut-through to runner parking area.

## Traffic Cone Placement

<u>LOCATION</u>	<u>Number</u>
Mile 2 water stop (stack)	10
Stimets/Stage Rd (stack)	2
Stage Rd and Rte. 12 (stack)	5
Rte 12/River Rd to Elms St. Bridge (middle of the road)	25
North side of the Green	25
Elm Street to Pleasant St.	25
River Rd/Mountain Ave (stack)	3
River Rd/Mountain Ave/Rte4 (stack)	3
Rte 4/Elm to iron bridge (middle of the road)	20
River Rd/ Cloudland (stack)	2
River Rd/High Pastures (stack)	2
Otis Hill/River Rd (stack)	2
Top of Taftsville Bridge to Old Quechee RD (spaced in middle of the road about 100 ft apart)	100

Upper Hillside Rd to Quechee-West Hartford Rd-all cones on the center line-cone the entire length with cones VERY FAR APART.

Quechee-West Hartford Road/Quechee Main to Simon Pearce/Quechee Covered Bridge-all cones on the left of the center and from here to Simon Pearce-CONES RE CLOSER TOGETHER.

Always leave space where driveways and roads come in.

All cones must be retrieved and put back in the storage shed when the race is over. There will be a 'sweep' vehicle. Begin at Route 12 and follow the sweep to retrieve cones or later on, but it MUST be race day.

## Appendix

### Google Map Links

Road Closures and Police Detail

[CBHM Traffic Control](#)

Sunday Morning DETOUR Woodstock to Quechee

[Sunday Morning Road Detour](#)

Back Roads S6 to Polo Field:

[CBHM Back Roads](#)

Course Map

[CBHM Course](#)

Chamber Pasta Supper: [Chamber Pasta Dinner](#)

Marathon Running Events Best Practices Manual:  
[2016\\_marathon\\_best\\_practices\\_guide\\_final.pdf](#)

## Banners on the Green

Jen Bloch <jbloch@thompsonscenter.org>

Tue 1/24/2023 10:42 AM

To:

- Nikki Nourse <nnourse@townofwoodstock.org>

Good Morning Nikki,

I'm reaching out in advance and hope to get on the agenda of the Trustees meeting for approval to hang our banners on the Green for our annual March for Meals walk which will take place on March 1st this year. So that means we would like the banners hung the week of Feb 27-March 3.

I appreciate your help!

Thanks,

Jen Bloch  
Marketing Coordinator

**The Thompson**  
***Your Resource to Age Well***  
99 Senior Lane  
Woodstock, VT 05091  
(802) 457-3277

[www.thompsonscenter.org](http://www.thompsonscenter.org)

[Visit us on Facebook](#)

[Sign-up for our weekly eNews](#)

[Sign-up for our bimonthly Age Well eNews](#)

Woodstock Area Council on Aging is a nonprofit 501c3 organization



**WARNING**  
**VILLAGE OF WOODSTOCK**  
**ANNUAL VILLAGE MEETING**  
**MARCH 21, 2023**

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, Vermont, County of Windsor, are hereby warned to meet at the Town Hall on the 21<sup>st</sup> day of March 2023, at 7:00 A.M., continuing until 7:00 P.M., for the purpose of transacting during that time, voting by Australian ballot.

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, County of Windsor, State of Vermont, are hereby warned to meet at the Woodstock Town Hall in said Village on the 21<sup>st</sup> day of March 2023 at 7:30 P.M. to act upon the following articles.

**ARTICLE 1: To elect Village officers for the ensuing year as required by law:**

Moderator	1 year term
Clerk	1 year term
Trustee	3 year term (Australian Ballot)
Trustee	2 year term (Australian Ballot)
Treasurer	1 year term
Trustee of Public Funds	1 year term
Auditors (2)	1 year term

**ARTICLE 3:** Shall the voters authorize the elimination of the office of Town Lister in accordance with 17 V.S.A. §2651c(b)(1) and replace it with a professionally qualified assessor or assessors who shall have the same powers, discharge the same duties, proceed in the discharge thereof in the same manner, and be subject to the same liabilities as are prescribed for listers or the board of listers under the provisions of Title 32.

**ARTICLE 4:** To fix the annual compensation for the elected Village officers.

Moderator	\$50.00 per meeting
Treasurer	\$1,500.00 per year
Clerk	\$400.00 per year
Trustees	\$750.00 per year

**ARTICLE 5:** To see if the Village will vote to collect the Village General taxes on real estate and all other taxes levied through the Treasurer under the provisions of Title 32 VSA, Chapter 133 and fix the date of payment as November 3, 2023, and May 3, 2023, and to require payment to be received by the Town Office by close of business on those dates.

**ARTICLE 6:** To see if the Village will vote to authorize the Treasurer, with the approval of the Board of Trustees, to borrow money, if necessary, in anticipation of taxes for FY 2023-2024 to defray current expenses and debt of the Village.

**ARTICLE 7:** To see if the Village will vote to appropriate the sum of one million four hundred sixty three thousand two hundred thirty five dollars and twenty eight cents (\$1,463,235.28) and raise by taxation the sum of six hundred thirty thousand eight hundred forty one dollars and sixty five cents (\$630,841.65) to pay the current expenses and debt of the village.

General Government	\$284,084.79
Boards & Agencies	\$109,440
Village Highway	\$49,000
Village Parks	\$2,700
Village Police	\$1,003,010.49
Trustee Contingency	\$15,000
<b>Total</b>	<b>\$1,463,235.28</b>

**ARTICLE 8:** To see if the Village will vote to raise and appropriate from taxes the sum of three thousand dollars (\$3,000.00) for the purpose of Village beautification projects and seasonal decorations. This money to be spent at the discretion of the Board of Village Trustees.

**ARTICLE 9:** To see if the Village will vote to appropriate the sum of four hundred dollars (\$400) for the purpose of paying the Trustee of Public Funds for services rendered and approve such expenditure from income of the trust funds.

**ARTICLE 10:** To see if the Village will vote to appropriate the sum of four hundred dollars (\$400) for the purpose of auditing the Public Trust Funds and approve such expenditure from income of the trust fund.

**ARTICLE 11:** To act on any other business that may legally come before the Village Meeting.

Dated at Woodstock, County of Windsor, State of Vermont this 14<sup>th</sup> day of February 2023.

**By the Board of Trustees members of the Village OF WOODSTOCK:**

\_\_\_\_\_  
Seton McIlroy, Chair

\_\_\_\_\_  
Bill Corson

\_\_\_\_\_  
Jeffrey Kahn, Vice-Chair

\_\_\_\_\_  
Gabe DeLeon

\_\_\_\_\_  
Brenda Blakeman

\_\_\_\_\_  
Donald R. Wheeler  
Village Clerk

## **NOTICE TO VOTERS**

Woodstock residents not on the voter checklist may register to vote at the Town Clerk's office in the Town Hall.

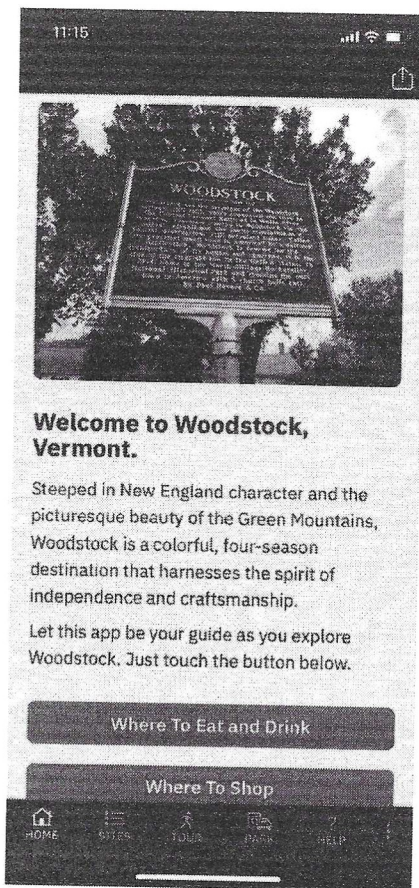
Absentee ballots are available from the Town Clerk prior to 12:00 pm on March 17, 2023. A voter who expects to be an early voter may apply for an early voter absentee ballot until 12:00 pm at the Town Clerk's office on March 17, 2023.

February 6, 2023

Woodstock Village Board of Trustees  
31 The Green  
Woodstock VT 05091

Dear Trustees,

Several years ago, I emerged after using the Peoples Bank ATM machine just as a bus started to unload its passengers onto the sidewalk in front. Always willing to be helpful, I spent over an hour with Terry, our parking meter attendant, answering visitors questions about where to shop, what to see, and what to do while they were in town. A few were convinced to seek out the Chamber's Welcome Center.



Last year, a smart phone app was developed to help people learn where they want to go and what they want to see while they are visiting our town.

During the summer and fall of 2022 the Visit Woodstock app received between 300 and 400 “visits” per month. Free downloads are advertised in the Welcome Center and in the Visitors Guide published by the Woodstock Chamber of Commerce. Many more people would use the app if they knew about it’s availability.

If you are not familiar with the app, you can download it from the Apple App Store or from Google Play. Just search for “Visit Woodstock”. You’ll notice the familiar Woodstock logo. Or just scan this QR code with your phone:



My proposal to the Village Board of Trustees is to permit me to repurpose some of the old “Woodstock Masks” signs and put them back on the posts with a new “Welcome To Woodstock!” message. By using scrapped material, the cost to the Village would be \$0.00. All that’s required is your OK.

David Brown  
Email: [info@visitwoodstock.net](mailto:info@visitwoodstock.net)



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 Policies 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

**Village of Woodstock  
Board of Trustees Meeting  
January 10, 2023  
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, Tom Yennerell, Nikki Nourse, Tess Hunter, Sarah Wraight, Kevin Swanson, Police Chief Robbie Blish, Beth Finlayson, Alice Stewart

**A. Call to order**

1. Chair McIlroy called the Village Trustees Meeting of January 10, 2023, to order at 6:30 pm.

**B. Citizen comments – none.**

**C. Additions to & deletions from posted agenda – none.**

**D. Manager's report**

1. Mr. Yennerell stated that the Select Board finalized their budget today. Interviews have begun for the replacement person in the Highway Department.

**E. Police Chief's report**

1. Chief Blish stated that they participated in the holiday DUI campaign over the Christmas holiday for Governor Highway Safety. They will fill their vacancy in February. The meter revenue for December was \$14,902.

**F. Permits**

**1. Sidewalk permits**

**a. Sidewalk Sale Days (May) – Chamber of Commerce**

- i. May 26<sup>th</sup> & 27<sup>th</sup>

**b. Sidewalk Sale Days (August)**

- i. This will be on August 18<sup>th</sup> and 19<sup>th</sup> which is a Friday and Saturday. If it looks like it is going to rain people put a tent out but leave space for people to be able to walk underneath. Mostly the downtown business district participates. It is for people that have sidewalk frontage.

Motion: by Mr. Kahn to approve the sidewalk permits for Sidewalk Sale Days in May and August as submitted by the Chamber of Commerce.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed (Mr. DeLeon was not present).

**2. Parade permits**

**a. Wassail Parade & Horse-Drawn Wagon Rides – Chamber of Commerce**

- i. Ms. Finlayson stated that she is requesting the same horse parade as they have had in the past. They are also looking to do wagon rides through the Village Friday, Saturday, and Sunday. It was well received last year. It would be the same hours as last year. The horses and the drivers can only do a certain number of hours which is 3-4 hours.

**b. Taste of Woodstock – Chamber of Commerce**



- i. Ms. Finlayson stated that this would be held on August 12<sup>th</sup>. They would like to do the same thing as last year. They are hoping to have bigger and better music. They are also looking for some sponsorship this year so they can hire a small bus and have people park at the high school. It got very challenging last year.
- ii. Mr. Kahn stated that they can also take advantage of the use of the elementary school parking lot. There are about 30 spaces there.
- iii. Ms. Finlayson stated that they have to keep one side of the street open so that an ambulance or fire truck could get down. They generally keep the east side open for that.

Motion: by Mr. Kahn to approve the parade permits for the Wassail Parade & Horse-Drawn Wagon Rides and the Taste of Woodstock as submitted by the Chamber of Commerce.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

### **3. Use of the Green Permits**

#### **a. Wassail Weekend – Chamber of Commerce**

- i. Ms. Finlayson stated that they would like to have garland connecting the tents to make it look pretty and more together.
- ii. Ms. Finlayson shared a letter and photos (included in minutes).
- iii. Mr. Kahn stated that they do not know what is going to happen this coming year. There is talk of recession. He would like to table this until next month so they can get more information on things like food vendors.

Motion: by Mr. Kahn to table the Use of the Green Permit for Wassail Weekend until February.

Seconded: none.

Motion failed.

Motion: by Chair McIlroy to approve the Use of the Green Permit for Wassail Weekend as submitted by the Chamber of Commerce.

Seconded: by Ms. Blakeman.

Discussion: Mr. Kahn stated that he wants to be clear that out of the 25 booths approved, only 8 can be crafts. He would like it to align with Market on the Green rules which state 20% of vendors can be crafts.

Ms. Blakeman asked why limit it to 8?

Mr. Kahn stated that that Saturday is extremely important to merchants in the Village. The idea is to increase experience, not take sales from businesses.

Motion: by Mr. Kahn to amend the motion to state that crafts be limited to 8 booths.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote on amendment: 5-0-0, passed.

Vote on entire motion: 5-0-0, passed.

#### **b. Market on the Green – Chamber of Commerce**

- i. Ms. Finlayson stated that the Market has been happening since 2006. The published dates will be May 31<sup>st</sup> through October 11<sup>th</sup>, but they will

also have it October 18<sup>th</sup> if weather permits. They are asking for up to 40 tents which includes the Chamber booth. They have had additional flower people ask to be there. They are looking for more prepared food to be there. They had 35 vendors last year. It is from 3:00 pm to 6:00 pm. The rules are the same.

Motion: by Mr. Kahn to approve the Use of the Green Permit for Market on the Green as submitted by the Chamber of Commerce.

Seconded: by Ms. McIlroy.

Discussion: none.

Vote: 4-0-0, passed (Mr. Corson left the meeting).

**c. Art Festival – Chamber of Commerce**

- i. Ms. Finlayson stated that this would be on September 9<sup>th</sup> and 10<sup>th</sup>. It is the weekend after Labor Day. It is from 10:00 am to 5:00 pm. They had 25 vendors last year. That includes Rotary and a food booth.

Motion: by Mr. Kahn to approve the Use of the Green Permit for the Art Festival as submitted by the Chamber of Commerce.

Seconded: by Mr. DeLeon.

Discussion: none.

Vote: 4-0-0, passed.

**G. Old business**

**1. Smoke Free Parks**

- a. Ms. Wraight stated that she works as a senior planner with TRORC. One of the jobs that she does is assist towns with health policy language.
- b. Ms. Stewart stated that she works with the Mount Ascutney Prevention Partnership which is housed within the Community Health Department at Mount Ascutney Hospital. She works with regional planning partners to assist towns to create current and comprehensive smoke free and vape free parks. Woodstock's current ordinance did not have vaping or cannabis included. They also added a few parks and the disposal of these products. They can order free signs from the State.

Motion: by Chair McIlroy to approve the Ordinance for Smoke Free Parks with the amendment to take out the word prominent, and remove the Gore and Faulkner Park, and add Met Peg Park (public section).

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 4-0-0, passed.

**2. Review of Sidewalk Study**

- a. Mr. Kahn stated that he and Ms. Blakeman walked the sidewalk routes that have been covered in the Sidewalk Study. Mr. Kahn and Ms. Blakeman believe that the study did not focus on areas that are heavily used. Areas that they say are poor but are also heavily traveled should have priority over ones that are poor and not used as much. They created a list. He is recommending waiting to discuss this in detail when they have the new manager here at next month's meeting. They will want to take action early on in order to line up contractors.

b. Tabled.

**3. Town Manager Goals and Objectives**

- a. Mr. DeLeon stated that he and Mr. Corson made the goals more concise and to the point. This way they will be easier to achieve. A lot of what was in the original document was already in the job description.
- b. Mr. Kahn suggested removing the emergency services goal.
- c. Chair McIlroy stated that she will talk to Fire Chief David Green. This will also go to the Select Board.

**H. New business**

**1. Village Meeting Planning**

- a. Chair McIlroy stated that Village Meeting is scheduled for March 21<sup>st</sup>. Ballots have to be ready by March 1<sup>st</sup>. Any petitions for special articles are due by February 9<sup>th</sup>. For people wishing to run for office, the deadline is February 13<sup>th</sup>. The meeting will be held in the conference room.

**2. Village Report**

**a. Cover**

- i. To be decided by Chair McIlroy.

**b. Dedication**

- i. The Village Report will be dedicated to Police Chief Robbie Blish.

**I. Other business – none.**

**J. Adjournment**

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

Seconded: by Chair McIlroy.

Discussion: none.

Vote: 4-0-0, passed.

*Respectfully submitted,  
Nikki Nourse*

# WOODY<sup>★</sup>S

## mercantile

Woody's Mercantile  
7 Central Street  
Woodstock, VT 05091

Dear Woodstock Chamber of Commerce,

I'm writing in support of the Wassail Weekend experience by including artisans on the green as an additional venue for the event. As a merchant in the Town of Woodstock, this is one of the most successful times of the year and I believe we need to expand the festivities in order to accommodate the amount of people attending.

Similar to the Farmer's Market in the summer, this will NOT take away from my business.

The goal is to keep customers coming back year after year and if the weekend becomes too crowded and congested, we won't have repeat attendance. By offering more venues, it will spread everyone out and encourage participation as well as leave them wanting to come again the next year.

My observance of the most recent Wassail is that we could have had more for attendees to do and more for them to eat! They are coming to Vermont to immerse themselves in the area and including local artisans is exactly what is needed for the event.

The more we can leave a lasting, positive memory for the attendees, the more Wassail will grow = more business for everyone.

Thanks for your consideration.

Suzi Curtis, Owner  
Woody's Mercantile





