

**Village of Woodstock
Board of Trustees Special Meeting
September 6, 2023
8:15 am
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffery Kahn, Brenda Blakeman, Gabe DeLeon, Nikki Nourse, Megan Pollock

A. Call to order

1. Chair McIlroy called the Board of Trustees Special Meeting of September 6, 2023, to order at 8:15 am.

B. Citizen comments – none.

C. Additions & deletions from the agenda – none.

D. Permit – permit for East End Park

1. Ms. Pollock presented the request to continue the tradition of the community picnic at East End Park.
2. The event is aimed at bringing the community together, showcasing new access to the trails, and raising funds for the Ottawaquechee Trails that were affected by the flooding.
3. The event is scheduled for October 1st from 2:00 pm to 5:00 pm.
4. Music and food are planned, including a local band and food from various sources.
5. The site plan was discussed, including the placement of food vendors, tables, and a stage for the band.
6. Volunteers from different organizations will assist with various aspects of the event.
7. Discussion about potential traffic concerns during the event.
8. Chair McIlroy raised concerns about the potential increase in traffic, especially with other events happening in the area.
9. Suggestion to contact Sunset Farms for potential overflow parking.
10. The need for traffic volunteers was discussed, and it was agreed that more than one volunteer may be necessary.
11. The importance of providing multiple payment options for donations, such as credit card payments, was raised.
12. Suggestion to provide a QR code for online donations through the Woodstock Community Trust website.
13. The Certificate of Insurance has not yet been received.

Motion: by Mr. Kahn to grant the permit with the condition that the COI is provided by September 25th.

Seconded: by Mr. DeLeon.

Vote: 4-0-0, passed.

14. It was agreed to waive the function fee.
15. The security deposit was discussed, and it was decided to retain it as a form of insurance.

E. Other business – none.

F. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 8:30 am.
Seconded: by Mr. DeLeon.
Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Nourse*