

Village of Woodstock  
Village Historic Preservation Commission  
Thursday November 9, 2023  
12:00 p.m.  
Town Hall Meeting Room

*Draft Minutes subject to approval.*

**Present:** Phillip Neuberg, Isabelle Bradley, Wendy Marrinan

**Call to Order:** The meeting was called to order at 12:00 pm (noon).

**Discussion:** First official meeting of the Village Historic Preservation Commission (VHPC)

- **FIRST OBJECTIVE:** P. Neuberg, I. Bradley, and W. Marrinan, Village Historic Preservation Commissioners (having already been appointed by the Village Trustees, and sworn in by the Woodstock Town Clerk), addressed the objectives of this first meeting of the Village Historic Preservation Commission.
  - Review and prepare organizational documents for submission to Devin Colman at the Vermont Division for Historic Preservation to establish the Village of Woodstock as a Certified Local Government (CLG).
- **RULES OF PROCEDURE AND CONFLICT OF INTEREST** sample outlines provided by D. Colman were reviewed and amended to include
  - The VHCP will be made up of 3-5 Commissioners.
  - There would be 1 year, 2 year, and 3 year terms.
- **OFFICERS**
  - Chair - Phillip Neuberg
  - Vice-Chair – Isabelle Bradley
  - Clerk – Wendy Marrinan
- **TERMS**
  - One Year – Phillip Neuberg
  - Two Year – Isabelle Bradley
  - Three Year – Wendy Marrinan
- **MEETINGS**
  - Minimum of four meetings/year
    - November
    - February
    - May (election of Officers)
    - August
- **GOALS (Dec – Jan)**
  - Research National Register Historic Boundaries and Design Review District in Village of Woodstock and Consider ways to align those boundaries.
  - Research NPS Grant Application deadlines
  - Identify education and reference tools for Design Review
  - Invite Planning and Zoning Officer S. Bauer to February meeting to discuss findings.

**Adjournment:** Meeting was adjourned at 12:26 p.m.

*Respectfully Submitted,  
Wendy Marrinan*