

**Village of Woodstock
Board of Trustees Meeting
December 12, 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, Eric Duffy, Nikki Nourse, Deborah Rice, Jill Davies, Lauren Dorsey, Beth Finlayson, Police Chief Joe Swanson

A. Call to order

1. Chair McIlroy called the Village Trustees Meeting of December 12, 2023, to order at 6:30 pm.

B. Finance Committee interview — Renee Hebert – deleted.

C. Planning Commission interview — Anthea Lavallee – deleted.

D. Citizen comments

1. Ms. Finlayson made comments regarding porta potties and trash concerns during events.

E. Additions to & deletions from posted agenda

1. Deleted – Conflict of Interest Policy

F. Manager's report

1. Overview of expenses. Mention of the updated finance report transferring police fee funds. Detailed discussion on budgeted versus actual expenses in various categories, including services and expenses under Planning & Zoning.

G. Police Chief's report

1. There was a review of the Village's meter revenue for November, which was down from the previous month but still higher than previous years. There were concerns about traffic and parking, particularly on River Street.

H. Permits

1. Use of the Green permit – BarnArts Winter Carols

Motion: by Mr. Kahn to approve the use of the Green permit for BarnArts Winter Carols.

Seconded: by Mr. Corson.

Vote: 5-0-0, passed.

I. Votes

1. Village public trust funds disbursement decisions

- a. Ms. Davies, as the Village Trustee of Public Funds, discussed the management of four funds with the Village. The Village agreed to disperse 8% of the Frank McKenzie Fund's value, amounting to \$280, to help pay for the 2024 fireworks display.

Motion: Chair McIlroy to approve dispersing \$280 from the Frank McKenzie Fund.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

- b. Ms. Davies proposed spending \$3,300 for Village tree work, leading to discussions about tree-related spending and a wish list of potential projects. The Village agreed to Ms. Davie's proposal to allocate funds

from the Orley Whitcomb and Old Fire Station Funds to tree work, contributing \$5,200 and \$1,800, respectively.

Motion: by Mr. Kahn to disperse \$5,200 from the Orley Whitcomb Fund and \$1,800 from the Old Fire Station Fund.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

- c. The remaining balance in the Ethel Woods Sidewalk Fund, \$760, was agreed to be spent on sidewalk improvements.

Motion: by Chair McIlroy to disperse the remaining amount of the Ethel Woods Sidewalk Fund.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

2. Village Monuments Policy

Motion: by Chair McIlroy to approve the Village Monuments Policy.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

3. Conflict of Interest Policy – deleted.

J. Discussions

1. Review of the Green Ordinance

- a. Chair McIlroy suggested treating the \$50 fee as a non-refundable processing fee due to the time and resources it takes to process applications. They also considered the idea of a refundable security deposit for the Green, depending on the condition left after events. The Trustees also discussed potentially waving the 30-day notice requirements for smaller groups using the Green.
- b. They also discussed the potential for a feasible recycling plan and the importance of finding a working solution for large events.

2. Banners on Central Street

- a. The Trustees discussed the possibility of bringing back banners of Central Street for events.
- b. The topic will be further discussed in a future Village meeting.

3. ~~Mechanic Street~~ parking recommendations

- a. Discussions revolved around changing the meter time limit from all-day to four hours to discourage abuse by some individuals, with considerations for parking enforcement and revenue generation for parking-related improvements. They also discussed changing the hours to 10:00 am to 6:00 pm.
- b. The Trustees emphasized the importance of public communication and feedback before implementing significant changes.

K. Other business – none.

L. Minutes

1. 11/14/23 minutes

- a. Biely, Graham

2. 11/29/23 joint minutes

Motion: by Chair McIlroy to approve the minutes of 11/14/23 and 11/29/23 with the above changes.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

M. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 8:04 pm.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*