

**Village of Woodstock  
Board of Trustees Minutes  
November 14, 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, Tom Ayres, Lisa Lawlor, Lauren Dorsey, Jack Carter, Jon Spector, Jill Davies, Bill McDonald, Ben Ford, Police Chief Joe Swanson, Officer Sanuj Arora, Mark Harris, Beth Finlayson, Lisa Putnam, Sarah Tarleton, Georgia Tarleton, Wendy Marrinan, Kimbell Beiley, Kristian Kurtzhalz, Mark Hunter, Graham Hankey

**A. Call to order**

1. Chair McIlroy called the Village Trustees meeting of November 14, 2023, to order at 6:31 pm.

**B. Finance Committee interview – Renee Hebert – no show.**

**C. Planning Commission interview – Anthea Lavallee – tabled.**

**D. Citizen comments**

1. Mr. McDonald requested changes to zoning fees and regulations.
  - a. The Trustees recommended contacting the Planning Commission.

**E. Additions to & deletions from posted agenda**

1. Deletion – Bond Street

**F. Manager's report**

1. Mr. Duffy provided updates on pending entries and tasks, acknowledging a backlog due to recent events in the Village.
2. Mentioned ongoing efforts to catch up with financial records and entries affected by increased public activity.

**G. Police Chief's report**

1. Addressed measures taken during high-traffic periods, particularly during the foliage season, emphasizing increased enforcement efforts.
2. Discussed strategies for managing traffic flow and enforcing parking regulations to ensure safety and compliance.
3. Chief Swanson introduced the newest officer to the Police Department, Officer Arora.

**H. Permits**

**1. Use of the Green permits**

**a. Wassail Woodstock Firefighters Relief Assoc**

Motion: by Chair McIlroy to approve the use of the Green permit for Wassail Woodstock Firefighters Relief Assoc.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

**b. BVFD Thanksgiving Pie Sale**

**i. 11/22/23**

Motion: by Mr. Kahn to approve a variance to the Green permit.

Seconded: by Ms. Blakeman.

Vote: 5-0-0, passed.

Motion: by Chair McIlroy to approve the use of the Green permit for BVFD Thanksgiving Pie Sale.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

**c. Bake Sale for WUHS Women's Basketball**

Motion: by Chair McIlroy to approve the use of the Green permit for the Bake Sale for WUHS Women's Basketball.

Seconded: by Mr. Corson.

Vote: 5-0-0, passed.

Motion: by Chair McIlroy to not accept more use of the Green permits for December 9, 2023.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

**I. Votes**

**1. Agenda process**

Motion: by Chair McIlroy to approve the new agenda process as presented.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

**2. ~~Bond Street~~ – deleted.**

**J. Discussions**

**1. New WUHS/MS building presentation**

- a. Mr. Ford gave a presentation about the new High School project.
- b. Notable decline in school enrollment over the past 20 years.
- c. Plans for a new school building funding, funding options, and tax implications discussed.
- d. Highlighted a decline in school enrollment over the past two decades, underscoring the need for a new school building to accommodate changing student populations.
- e. Discussed funding strategies for the new building, mentioning the possibility of stretching the bond repayment term and private fundraising efforts to mitigate financial burden.
- f. Presented graphs and projections illustrating how various funding strategies could impact tax rates and discussed the potential tax increase as a result of the project.
- g. Addressed potential state funding, acknowledging the unlikelihood of receiving significant state support and discussion with local legislators.
- h. Emphasized the importance of engaging the community in decision-making process and seeking input regarding the proposed new building.
- i. Acknowledged concerns about fiscal responsibility and ensuring prudent use of public funds, aligning with community needs and expectations.

**2. Foliage (trash, bathrooms, food, tour buses)**

- a. There was a successful foliage season.

- b. Highlighted the importance of sufficient and well-maintained bathroom facilities to accommodate the increased visitor traffic during foliage. Considerations were made to ensure proper upkeep and accessibility of restrooms.
- c. Addressed the presence of food vendors and potential issues related to permits, cleanliness, and regulatory compliance. The discussion revolved around ensuring that vendors adhere to necessary regulations and contribute positively to the visitor experience.
- d. Deliberated on the impact of tour buses on traffic congestion, parking, and potential solutions to manage their influx effectively. Strategies were considered to regulate bus parking and rates to minimize disruptions and ensure safety.

### **3. Wassail prep (bathrooms, other discussion)**

- a. The Chamber of Commerce spoke and are ready for another exciting holiday celebration.
- b. Strategies were discussed to address potential challenges related to restroom availability and upkeep.
- c. Detailed discussions were held regarding vendors participating in Wassail, ensuring compliance with permits, cleanliness standards, and coordination for smooth event operations.
- d. Strategies were discussed to manage increased traffic flow during Wassail, focusing on efficient parking arrangements and traffic control measures to prevent congestion and ensure safety.
- e. Decision to have two porta-potties for the entire weekend, located in the parking lot behind the Court House.

Motion: by Mr. Kahn to approve having two porta potties for Friday, Saturday, and Sunday during Wassail with cleaning done daily.

Seconded: by Mr. Corson.

Vote: 5-0-0, passed.

### **4. Pride weekend**

- a. Mr. DeLeon announced the plan for the 1<sup>st</sup> Pride Weekend in Woodstock.
- b. The event is scheduled for May 31-June 2.
- c. A lot of work has already been put into this new event but there remains a lot to do.
- d. Efforts were made to engage local stakeholders, potentially incorporating LGBTQ+ movies and arts events alongside the festival.

### **5. Gore (land in front of library)**

- a. There were discussions about the need for clear permit applications, and the importance of transparent communication to address logistical challenges and foster successful events on the Gore.
- b. The dialogue emphasized the necessity of community input, clear guidelines, and logistical planning to effectively manage and utilize the space in front of the library.

### **6. ARPA**

- a. Specific projects, such as repair work estimated by a contractor and potential infrastructure enhancements, were brought to the forefront.
- b. Particular attention was given to the restriction on fund allocation, with mentions of specific funds earmarked for fireworks and civic betterment. The Trustees sought clarification on the permissible use of funds and potential strategies for leveraging these resources effectively.
- c. The ARPA discussion centered on identifying eligible projects, understanding the constraints on funds usage, and strategizing to maximize the impact of these federal funds on the community's infrastructure and development.
- d. Mr. Hunter provided his suggestions for spending: foot bridges: Vail Field (\$20,000), Welcome Center bridge (\$25,000), culverts: road crossing between Mobil and the train station, High Street down to brook, Lincoln Street at the bottom to Central Street (\$20,000), paving sidewalks in the Village (\$50,000), paving High Street (\$60,000), paving Ford Street (\$30,000), retaining wall on College Hill reset guard rails (\$20,000).

Motion: by Mr. Kahn to approve the spending of \$20,000 in ARPA funds for the retaining wall on College Hill Road pending there are no state grants available.

Seconded: by Ms. Blakeman.

Vote: 5-0-0, passed.

#### **7. Faulkner Park**

- a. Concerns were raised regarding the park's upkeep, with an emphasis on a desire for more sustained and improved maintenance efforts.
- b. Participants expressed dissatisfaction with the park's condition, citing a need for better care and sustained efforts to enhance its appeal.
- c. Efforts were discussed to potentially collaborate and support the entity responsible for park upkeep, with suggestions for increased engagement and support from the Trustees to ensure better outcomes for Faulkner Park. The discussion emphasized the need for more robust and sustained maintenance strategies to enhance the park's overall quality and appeal to the community.

#### **8. Village parking report**

- a. Details were provided on existing parking regulations, including renewal processes for private parking spaces in Mechanic Street and Library lots. Emphasis was placed on uniformity and efficient management of these spaces.
- b. Challenges were highlighted, particularly regarding payment methods and the need for better management of parking space renewals to streamline processes and adhere to ordinances.

#### **K. Other business – none.**

#### **L. Minutes**

##### **1. 10/10/23 joint minutes**

- a. B1b – maps
- b. B5e – will

##### **2. 10/10/23 minutes**

- a. G3 – events

b. H1bi – event

Motion: by Mr. Kahn to approve both sets of minutes from 10/10/23 with the noted changes above.

Seconded: by Ms. Blakeman.

Vote: 5-0-0, passed.

Vote: 5-0-0, passed.

**M. Adjournment**

Motion: by Chair McIlroy to adjourn the meeting at 9:45 pm.

Seconded: by Mr. Kahn.


Vote: 5-0-0, passed.


*Respectfully submitted,*  
*Nikki Nourse*

  
Seton McIlroy (Dec 14, 2023 12:52 EST)

  
Brenda Blakeman (Dec 24, 2023 18:45 EST)

  
Gabe D'Leon (Dec 30, 2023 17:43 EST)

  
Jeffrey Kahn (Dec 23, 2023 15:57 EST)

  
William C Corson (Dec 25, 2023 06:00 EST)












# 11.14.23 Trustees Minutes

Final Audit Report


2023-12-30

Created:	2023-12-14
By:	Nicole Nourse (nnourse@townofwoodstock.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoZusSJWJdH2v5v2LPJ9dx-VVas7CZlnL

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-  Document created by Nicole Nourse (nnourse@townofwoodstock.org)  
2023-12-14 - 4:59:42 PM GMT- IP address: 198.55.236.43
-  Document emailed to Seton Mcllroy (seton.l.mcilroy@gmail.com) for signature  
2023-12-14 - 5:00:29 PM GMT
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2023-12-24 - 11:45:15 PM GMT- IP address: 73.143.83.203

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Signature Date: 2023-12-24 - 11:45:17 PM GMT - Time Source: server- IP address: 73.143.83.203

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2023-12-24 - 11:45:19 PM GMT

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2023-12-25 - 11:00:26 AM GMT- IP address: 66.102.8.33

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2023-12-25 - 11:00:56 AM GMT- IP address: 173.70.218.98

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Signature Date: 2023-12-25 - 11:00:58 AM GMT - Time Source: server- IP address: 173.70.218.98

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