

**Village of Woodstock
Board of Trustees Special Meeting
January 25, 2024
8:00 am
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 Levakis, Beth Finlayson, Kathy Avellino, Nancy Nutile-McMenery

A. Call to order

1. Chair McIlroy called the Village Trustees Special Meeting of January 25th to order at 8:03 am.

B. Citizen comments – none.

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

D. Permits

1. Parade permits

a. Taste of Woodstock – Chamber of Commerce

- i. Planned for August 10, 2024.

Motion: by Mr. Kahn to approve the parade permit for Taste of Woodstock as submitted by the Chamber of Commerce.

Seconded: by Mr. DeLeon.

Vote: 4-0-0, passed. (Ms. Blakeman not present)

b. Wassail Parade – Chamber of Commerce

- i. The parade would start at 2:00 pm, begin at the East End Park, and end at the same location.
- ii. A new committee was scheduled to meet to enhance the parade.

Motion: by Mr. Kahn to approve the parade permit for the Wassail Parade as submitted by the Chamber of Commerce.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

c. Covered Bridges Half Marathon – CBHM Inc

- i. Ms. Nutile-McMenery presented the application for the Covered Bridges Half Marathon, which is expected to have around 2,000 runners and donate back to the community.
- ii. The road for the marathon is expected to be closed from 8:15 am to 10:00 am on Sunday.

Motion: by Mr. Kahn to approve the parade permit for Covered Bridges Half Marathon as submitted by CBHM Inc.

Seconded: by Mr. DeLeon.

Vote: 5-0-0, passed.

2. Sidewalk permits

a. Sidewalk Sale Days – August – Chamber of Commerce

b. Sidewalk Sale Days – May – Chamber of Commerce

- i. Ms. Finlayson discussed the involvement of local merchants and the addition of music and barbeque to the event.
- ii. The Trustees discussed the importance of insurance coverage for businesses, with uncertainty about the participation of non-members in events and their insurance coverage.
- iii. It was clarified that the sidewalk permit is under the Chamber's name, and they are responsible for managing the event.
- iv. The Trustees suggested having non-chamber members either sign a release of liability, provide their own insurance, or obtain a permit.
- v. The discussion emphasized the importance of safety and coverage for all participants.

Motion: by Mr. Kahn to approve the sidewalk permits for the Sidewalk Sale Days for August and May as submitted by the Chamber of Commerce with the condition on insurance for non-members.

Seconded: by Mr. Corson.

Vote: 5-0-0, passed.

3. Use of the Green permits

a. Market on the Green – Chamber of Commerce

- i. The discussion revolved around the issue of trash management during community events in the Village of Woodstock.
- ii. The Trustees expressed concerns about the increasing amount of trash generated during these events, questioning who was responsible for its disposal.
- iii. The Trustees suggested that the event organizers should manage the extra trash, but also raised the question of how to differentiate between trash produced by the community and that generated by special events.
- iv. The Trustees concluded by stating that this was a complex issue that might not have an immediate solution.
- v. The Trustees discussed the management of Market waste and decided to introduce extra trash cans to the Market area and evaluate its cost and effectiveness.
- vi. The decision was made to check in on the situation in June, to see if its working and gather feedback.

Motion: by Mr. Kahn to approve the use of the Green permit for the Market on the Green with the trash plan.

Seconded: by Mr. DeLeon.

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

b. Chamber Art Festival – Chamber of Commerce

- i. Have tents, music, and possibly working with food vendors.

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

Seconded: by Mr. DeLeon.

Vote: 4-0-0, passed.

c. Wassail Weekend – Chamber of Commerce

- i. Includes plans for a bonfire, luminaries, vendors selling spirits, food, and artisan market.
- ii. The goal is to create a vibrant atmosphere from 2:00 pm to 7:00 pm on both days.
- iii. Ms. Finlayson discussed the potential of increasing the number of vendors and introducing alcohol sales.
- iv. The Trustees were open to increasing the vendor limit but raised concerns about doubling the size of the event.

Motion: by Mr. Kahn to approve the use of the Green permit for Wassail Weekend with trash plan.

Seconded: by Chair McIlroy.

Vote: 4-0-0, passed.

E. Discussions

1. Village Warning

- a. Various deadlines were discussed related to the Village petition process, including the last day for Village petitions to be submitted is February 1st, the deadline for Village Warning is February 8th, and the deadline for Official petitions is the 12th.

2. Communication plan for Village Meeting Day

- a. Trustees discussed plans to increase awareness about the upcoming Village Meeting, including distributing information, providing food, and possibly having door prizes.
- b. They also emphasized the importance of hearing from people about their concerns and ideas.

3. Dedication for Village Annual Report

- a. The Trustees decided to dedicate the Village Annual report to Mr. Duffy for his successful 1st year.

Motion: by Mr. Kahn to dedicate the Village Annual Report to Mr. Duffy.

Seconded: by Chair McIlroy.

Vote: 4-0-0-, passed.

- b. The cover will also be Mr. Duffy.

F. Other business – none.

G. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 9:06 am.

Seconded: by Mr. Kahn.

Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Levakis*

C. Seton L. McIlroy

Brenda Blakeman
Brenda Blakeman (Feb 19, 2024 07:28 EST)

Gabe DeLeon
Gabe DeLeon (Feb 22, 2024 11:01 EST)

Jeffrey Kahn
Jeffrey Kahn (Feb 15, 2024 13:42 EST)

William C Corson
William C Corson (Feb 19, 2024 08:02 EST)












1.25.24 Trustees Minutes

Final Audit Report

2024-02-22


Created:	2024-02-14
By:	Nicole Nourse (nnourse@townofwoodstock.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9yWYr61SkjtL87pAplOr_7zJS5HyRwmb

"1.25.24 Trustees Minutes" History

-  Document created by Nicole Nourse (nnourse@townofwoodstock.org)
2024-02-14 - 8:07:28 PM GMT- IP address: 198.55.236.43
-  Document emailed to Seton Mclroy (seton.l.mcilroy@gmail.com) for signature
2024-02-14 - 8:08:06 PM GMT
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2024-02-14 - 8:08:12 PM GMT- IP address: 66.249.83.41
-  Document e-signed by Seton Mclroy (seton.l.mcilroy@gmail.com)
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-  Signer blakemanblb@aol.com entered name at signing as Brenda Blakeman
2024-02-19 - 12:28:03 PM GMT- IP address: 73.143.83.203
-  Document e-signed by Brenda Blakeman (blakemanblb@aol.com)
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2024-02-19 - 12:28:07 PM GMT

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2024-02-19 - 12:58:14 PM GMT- IP address: 66.102.8.35

 Signer billcorson59@gmail.com entered name at signing as William C Corson


2024-02-19 - 1:02:19 PM GMT- IP address: 173.70.218.98

 Document e-signed by William C Corson (billcorson59@gmail.com)


Signature Date: 2024-02-19 - 1:02:21 PM GMT - Time Source: server- IP address: 173.70.218.98

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2024-02-19 - 1:02:23 PM GMT

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2024-02-19 - 1:54:36 PM GMT- IP address: 104.28.39.129

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2024-02-21 - 6:08:59 PM GMT- IP address: 172.225.174.37

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2024-02-22 - 1:39:34 PM GMT- IP address: 104.28.39.133

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2024-02-22 - 4:01:32 PM GMT- IP address: 71.255.131.7

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Signature Date: 2024-02-22 - 4:01:34 PM GMT - Time Source: server- IP address: 71.255.131.7

 Agreement completed.

2024-02-22 - 4:01:34 PM GMT