

**Village of Woodstock
Board of Trustees Meeting
January 9, 2024
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 Levakis, Beth Finlayson, Police Chief Joe Swanson, Lauren Dorsey, Matthew Driscoll, Alison Hankey, Lisa Lawlor, Molly Hutchins

A. Call to order

1. Chair McIlroy called the Village Trustees Meeting of January 9, 2024, to order at 6:30 pm.

B. Planning Commission interview – Matthew Driscoll

Motion: by Chair McIlroy to appoint Mr. Driscoll to the Planning Commission.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

C. Citizen comments

1. Ms. Lawlor raised a concern about the potential risks associated with allowing dogs at large events, urging the Village to devise a solution before the next event.

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

E. Manager’s report

1. General report

- a. Mr. Duffy highlighted the recent rearrangement of offices in Town Hall and expressed gratitude to Department Heads for fiscal responsibility.
- b. Mr. Duffy stated the Town Hall will be closed for Martin Luther King Jr. Day.

2. Financial report

- a. The financial report was presented, highlighting the need for increased efficiency and fiscal conservatism. Mr. DeLeon questioned the delay in reconciling parking meter revenues, to which Mr. Duffy explained that the new Finance Director, Robert Densmore, was still learning the system and dealing with urgent matters. Mr. Duffy anticipated that Mr. Densmore would be fully settled and up to speed by the six month mark.

F. Police Chief’s report

1. Chief Swanson announced that Sergeant O’Keeffe will be attending training at the Vermont Police Academy, which will qualify him as a field training officer to assist with managing the field training program for new officers. He also reported that they have been hosting a use of force class.

2. Ms. Lawlor raised a question about the inconsistency in community policing within the Village, suggesting that more officers should engage in walking the Village streets.

G. Permits

1. Parade permit – Pride of Woodstock High Heel Race – Pentangle

- a. Chair McIlroy requested a permit for a high-heel race as part of the Pride of Woodstock weekend celebration. The race will start at the intersection of Pleasant and Elm and end at the crosswalk in front of the Vermont Flannel Store, with Elm Street planned to be closed from the bridge to Central Street. The start time remained unclear.

Motion: by Mr. Kahn to approve the parade permit for Pride of Woodstock High Heel Race as presented.

Seconded: by Ms. Blakeman.

Vote: 4-0-1, passed. (Mr. Kahn for, Ms. Blakeman for, Mr. Corson for, Mr. DeLeon for, Chair McIlroy abstained).

2. Banner permits

a. Pride of Woodstock – Pentangle

Motion: by Mr. Kahn to approve the banner permit for Pride of Woodstock as presented.

Seconded: by Mr. Corson.

Vote: 4-0-1, passed. (Mr. Kahn for, Ms. Blakeman for, Mr. Corson for, Mr. DeLeon for, Chair McIlroy abstained).

b. Glad Rags Sale

Motion: by Chair McIlroy to approve the banner permit for Glad Rags Sale as presented.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

H. Votes

1. FY25 budget

Motion: by Mr. Kahn to approve the FY25 budget as presented.

Seconded: by Ms. Blakeman.

Vote: 5-0-0, passed.

I. Discussions

1. Wassail debriefing

- a. Ms. Finlayson, who managed most of the events, mentioned that the event was successful but overwhelming, especially for residents in the Village. They suggested the need for more bathrooms and improving the parade experience. Mr. DeLeon also proposed expanding the Christmas market and enhancing the Wassail experience. Chief Swanson and Mr. Kahn expressed their concerns about the parade, suggesting it went poorly due to long gaps between entries and traffic management issues. Ms. Finlayson agreed to look into these concerns, including potentially changing the parade route or implementing a parade marshal.

2. 1st draft of the updated Use of the Green ordinance

- a. A usage fee was proposed for non-profit and for-profits events on the Green. The fee structure was discussed, with concerns raised about the cleanup mechanism and the deposit check process.

3. Banners over Central Street

- a. There were mixed opinions. Some, like Mr. Corson, felt it would make the Village look tacky, while others, supported the idea as long as the content was appropriate and not for commercial purposes. They decided to draft a policy for consideration.

4. Conflict of interest policy

- a. Mr. Duffy shared the Village’s attorneys recommended against including a provision that prevents elected officials from working for the municipality due to potential constitutional issues.

5. Village Meeting Day and voting options

- a. The Trustees discussed Village Meeting Day and voting options, mentioning that the Select Board voted last night to put everything on the Australian ballot for this year’s meeting. They mentioned that last year, only 18 people voted on the budget at Village Meeting, while 40 people voted by Australian ballot. They decided to keep the floor vote as is tradition.

J. Other business – none.

K. Minutes

- 1. 12/4/23 minutes
- 2. 12/12/23 minutes

Motion: by Mr. Kahn to approve the minutes of 12/4/23 and 12/12/23 as submitted.

Seconded: by Chair McIlroy.

Vote: 5-0-0, passed.

L. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 8:06 pm.

Seconded: Mr. Kahn.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Levakis*

E. Seton L. McIlroy

Brenda Blakeman
Brenda Blakeman (Feb 19, 2024 07:27 EST)

Gabe DeLeon
Gabe DeLeon (Feb 24, 2024 12:54 EST)

Jeffrey W. Kahn
Jeffrey W. Kahn (Feb 15, 2024 13:43 EST)

William C Corson
William C Corson (Feb 19, 2024 07:58 EST)












1.9.24 Trustees Minutes


Final Audit Report

2024-02-24


| | |
|-----------------|--|
| Created: | 2024-02-14 |
| By: | Nicole Nourse (nnourse@townofwoodstock.org) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA463NFoe5-jyKdejQqa8Uct50YA7FS2Rc |

"1.9.24 Trustees Minutes" History

-  Document created by Nicole Nourse (nnourse@townofwoodstock.org)
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-  Document emailed to Seton Mcllroy (seton.l.mcilroy@gmail.com) for signature
2024-02-14 - 8:06:53 PM GMT
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2024-02-14 - 8:06:58 PM GMT- IP address: 66.102.8.33
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Signature Date: 2024-02-14 - 8:51:14 PM GMT - Time Source: server- IP address: 73.143.110.196
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-  Signer blakemanblb@aol.com entered name at signing as Brenda Blakeman
2024-02-19 - 12:27:06 PM GMT- IP address: 73.143.83.203
-  Document e-signed by Brenda Blakeman (blakemanblb@aol.com)
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2024-02-19 - 12:27:10 PM GMT

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Signature Date: 2024-02-24 - 5:54:09 PM GMT - Time Source: server- IP address: 174.242.144.55

 Agreement completed.

2024-02-24 - 5:54:09 PM GMT