

**Village of Woodstock**  
**Board of Trustees**  
**April 9, 2024**  
**6:30 pm**  
**Town Hall & Zoom**  
**Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Eric Duffy, Nikki Levakis, Elisa Tarlow, Jill Davies, Wendy Marrinan, Steven Bauer, Stuart Matthews, Beth Finlayson, Hayley Bauer, Lauren Dorsey, Alex Mulley, Rebecca Mitchell, Todd Erceg, Scott Smith, Carolyn Long, Police Chief Joe Swanson, Ray Bourgeois, Stephen Fulkerson, Dave Mackay, David Hill, Alita Wilson, Lisa Lawlor, Jennifer Falvey, Andrew Heining, Lynne Tracey, Gabe DeLeon, Ben Pauly, Susan Fuller, Jenevra Wetmore, Drew Reider, Cara Kettenbach

**A. Call to order**

1. Chair McIlroy called the Village Trustees meeting of April 9<sup>th</sup> to order at 6:30 pm.

**B. Finance Committee interview – Todd Erceg**

Motion: by Jeffrey Kahn to appoint Todd Erceg to the Finance Committee.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

**C. Planning Commission interviews**

**1. Stephen Fulkerson**

- a. Stephen Fulkerson is a new resident of Woodstock, Vermont, who expressed his familiarity with the Town Plan and his ongoing process of getting to know the area.
- b. Stephen discussed the importance of community involvement, transparency, and careful consideration in the planning and zoning process with a focus on maintaining the Village's character.
- c. He expressed his background in general contracting and facilities management.
- d. He highlighted the importance of teamwork and problem-solving skills, emphasizing both high-level conceptual thinking and attention to detail.
- e. He purchased his property two years ago.
- f. He likes Woodstock and has been impressed with the government, the citizens, and institutions.

**2. Alex Mulley**

- a. Alex stated that he wants to get more involved.
- b. He moved to South Woodstock from New York City in October of 2022.
- c. He would like to help shape the Town's future.
- d. His professional background is in finance and consulting.
- e. He has strong analytical skills.

- f. He was a member of the Woodstock Water Working Group that evaluated the possibility of the Town acquiring the Aqueduct Company.

**3. Elisa Tarlow**

- a. Elisa expressed her interest in serving on the Commission citing her knowledge of real estate and historic buildings.
- b. She stated that she could be available for the meetings.
- c. She believes Planning & Zoning are the core of every town.
- d. She believes it is essential to carefully consider every ordinance and its intended impact along with possible unintended impacts.

**D. Trustee interviews**

**1. Lisa Lawlor**

- a. Lisa underscored the significance of empathetic listening and open communication in leadership.
- b. She shared her insights on managing change effectively, emphasizing the need to consider different perspectives, make accommodations, and follow through on decisions.
- c. She shared her experience serving in various nonprofit capacities.
- d. She is a long-term resident of the Village.
- e. She would like to be given an opportunity to work to improve the Village so that all residents live a comfortable and safe life.

**2. Andrew Heining**

- a. Andrew Heining stated that he loves Woodstock.
- b. Andrew thinks that this would be a good way to serve his community.
- c. As a career journalist, he developed skills in active listening, synthesis, and audience analysis.
- d. He is good at dealing with change and conflict.

**E. Executive session to discuss appointments**

The Village Trustees entered executive session to discuss appointments under 1 VSA 313 at 7:35 pm.  
The Village Trustees exited executive session and resumed the public meeting at 7:44 pm.

Motion: by Jeffrey Kahn to appoint Lisa Lawlor to the Village Trustees.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

**F. Citizen comments – none.**

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

- 1. Deletion – Short term rental discussion.

**H. Manager's report**

- 1. Eric Duffy stated that the fireworks this year are scheduled for July 5<sup>th</sup> due to scheduling conflicts with the fireworks company. Plans for the event, including musical performances, were confirmed.

**I. Police Chief's report**

1. The report was postponed due to not being able to hear Chief Swanson on Zoom.

## **J. Permits**

### **1. Banner permit – Plant Sale – Woodstock Garden Club**

a. May 17<sup>th</sup> -25<sup>th</sup>.

Motion: by Jeffrey Kahn to approve the banner permit for the Plant Sale as submitted by the Woodstock Garden Club.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

### **2. Parade permits**

#### **a. Memorial Day Parade – American Legion**

Motion: by Jeffrey Kahn to approve the parade permit for the Memorial Day Parade as submitted by the American Legion.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

#### **b. Veteran’s Day Parade – American Legion.**

- November 11<sup>th</sup>.
- 11:00 am to 12:00 pm.

Motion: by Chair McIlroy to approve the parade permit for the Veteran’s Day Parade as submitted by the American Legion.

Seconded: by Jeffrey Kahn.

Vote: 4-0-0, passed.

#### **c. Woodstock Wassail Weekend – Chamber of Commerce**

- A proposal for an artisan market on the covered bridge during Wassail.
- Community members expressed their support for the event and would love to see it bigger on the Green as well.
- Residents raised concerns about the safety of the horses and crowds during the annual parade, and the need to improve community engagement.

### **3. Use of the Green permit – Electric Lawn Care Open House – Sustainable Woodstock**

- a. They would like to create a demonstration zone for home-scale equipment on the Green.
- b. June 4, 2024.
- c. 5:30 pm to 7:30 pm.
- d. An event to allow participants to try electric lawn care equipment.
- e. All participants will be supervised during equipment use.

Motion: by Jeffrey Kahn to approve the use of the Green permit for the Electric Lawn Care Open House as submitted by Sustainable Woodstock.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

### **4. Sidewalk permit – Sidewalk Grilling Series – The Village Butcher – tabled.**

### **5. East End Park permit – Music by the River – Pentangle.**

- a. 3:00 pm to 8:00 pm.
- b. July 12, 19, 26, August 2, 9, 16

Motion: by Jeffrey Kahn to approve the East End Park permit for Music by the River as submitted by Pentangle.

Seconded: by Frank Horneck.

Vote: 4-0-0, passed.

## **K. Presentations**

### **1. Short term rental ordinance – Planning Commission**

- a. The Planning Commission is proposing an ordinance to regulate short term rentals to balance the community's benefits and drawbacks, with a focus on registration caps and limits to ensure public health, safety, and welfare.
- b. The proposed ordinance includes limits on the number of STRs, and a fee structure to cover costs.
- c. The Planning Commission also discussed revenue generation from STRs, expanding the definition of an STR, and a waiver for STRS in R5 and forestry zones.
- d. The Planning Commission suggested a uniform ordinance across the Town, Village, and all zoning districts.
- e. The Planning Commission clarified the difference between zoning bylaws and municipal ordinances, with the former regulating land development and uses, and the latter regulating activities.
- f. The discussion covered the conditional use approval process for short term rentals, potential future notice requirements, and the current moratorium on new applicants.
- g. The Planning Commission provided estimates on potential revenue.
- h. The Trustees discussed their concerns about the high fees, with suggestions for lowering costs and better management processes.

## **L. Votes**

### **1. Appointment of ex-officio to Planning Commission**

Motion: Chair McIlroy to appoint Frank Horneck as the ex-officio to the Planning Commission.

Seconded: by Jeffrey Kahn.

Vote: 3-0-1, passed. (Seton for, Jeffrey for, Brenda for, Frank abstained).

## **M. Discussions**

### **1. Change date of May meeting**

- a. May 7<sup>th</sup> at 6:30 pm

### **2. Pedestrian crossing sign on North Street for Market on the Green**

- a. The need for improved pedestrian signage on North Park Street was identified as a safety concern with potential temporary measures being suggested.
- b. Eric Duffy will talk to Mark Hunter about putting something up.

### **3. ~~Short term rental ordinance~~**

### **4. Village parking**

- a. The Board deliberated on proposals regarding Village parking, with a focus on changing the ordinance.
- b. The proposals include increasing meter hours, changing time limits, and implementing rate changes in certain parking areas.
- c. They discussed proposed changes to parking and unloading spaces, with a focus on improving accessibility for employees and visitors.
- d. Concerns were raised about the impact of increasing the parking rate on local businesses and employees, particularly those who invest in the downtown area.
- e. They agreed to move forward with some of the proposed changes, but they would need to be put in the ordinance.
- f. Seton emphasized the importance of gathering more data to make informed future decisions and urged for a more collaborative approach to the issues.

**5. Foliage – tabled.**

**6. Food vendors on the Green for foliage – tabled.**

**N. Other business – none.**

**O. Minutes**

**1. 3/12/24 minutes**

- a. Add comment from Noelle Nunez regarding the Green parking for school pick up.

**2. 3/19/24 minutes**

**3. 3/27/24 joint minutes**

Motion: by Chair McIlroy to approve the minutes for 3/12/24, 3/19/24, and 3/27/24 with the one addition noted above.

Seconded: by Jeffrey Kahn.

Vote: 4-0-0, passed.

**P. Adjournment**

Motion: by Chair McIlroy to adjourn the meeting at 10:38 pm.

Seconded: by Jeffrey Kahn.


Vote: 4-0-0, passed.


*Respectfully submitted,*

*Nikki Levakis*

*Seton L. McIlroy*

Brenda Blakeman  
Brenda Blakeman (May 16, 2024 07:36 EDT)

  
Jeffrey Kahn (May 15, 2024 18:06 EDT)

  
Frank Horneck (May 19, 2024 08:50 EDT)












# 4.9.24 Trustee Minutes


Final Audit Report

2024-05-19


Created:	2024-05-15
By:	Nicole Nourse (nnourse@townofwoodstock.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2Du5cPFbO4LX09zs3XYZV2zq7UGWbNdo

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2024-05-15 - 7:44:02 PM GMT
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-  Signer blakemanblb@aol.com entered name at signing as Brenda Blakeman  
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