

**Village of Woodstock  
Board of Trustees Meeting  
October 8th, 2024  
6:30pm  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Lisa Lawlor

**Staff:** Eric Duffy, Chief Swanson

**Public:** Jon Spector, Mike Purvis, Jill Davies, Beth Finlayson, Maggie Mills

**Call to order**

1. Chair Seton McIlroy to call the October 8th Village Trustees meeting to order at 6:30pm

**B. Additions and Deletions – None**

**C. Citizen’s Comments – None**

**D. Reports**

**Manager’s Report**

Eric Duffy mentioning the departure of a fellow Weija from Indonesia who has been assisting with various tasks, including financials and housing.

Eric highlights the ongoing efforts to manage foliage season, including increased police presence and DPW trash pickup.

Eric discusses the town's planned acquisition of the Woodstock Aqueduct Company and encourages residents to attend upcoming meetings for more information.

**Financial Report**

Eric Duffy mentions he hasn't had time to review the financial report fully but is open to questions.

Jeffrey Kahn questions the grant revenue budget item, specifically DUI enforcement, and its historical nature

Eric Duffy and Jeffrey Kahn discuss the need to eliminate unused accounts and the importance of maintaining historical records for grants.

**Police Report (6:42PM)**

Jeff Kahn inquires about equipment purchases for parking meters, and Chief Swanson provides details about the functional parts and spare parts.

The police chief reports on the busy foliage season and the challenges of managing vendor and food truck spaces

Chief Swanson mentions the need for increased visibility of no parking zones and the authorization of overtime for the upcoming weekend.

Parking Revenue:

Kiosks- \$4,894.80

Meters- \$4,730.50

ParkMobile: \$7,042.50

Discussion about the use of validation stickers for parking meters and the possibility of increasing fines for certain violations

## **E. Votes (6:51pm)**

### **Bookstock 2025 Permit**

Jon Spector presents the Bookstock 2025 permit application, detailing the event's schedule and logistics, including the use of the Green and the Gore.

Jon Spector explains the need to register attendees to gather contact information and the plan to move picnic tables to the Gore.

Seton McIlroy requests a map of the event layout, and Jon Spector agrees to provide one.

The trustees express concerns about the impact on public spaces and the need for a detailed plan for the use of the Green and Gore.

The trustees decided to come back to the permit at the next meeting.

### **Easement 33 Central Street (7:09PM)**

Eric Duffy outlines the proposal for an easement for a pizza restaurant at 33 Central, discussing the need for a 1000-gallon propane tank and the necessary infrastructure.

Jeffrey Kahn and other trustees express concerns about the impact on public space and the potential long-term implications of the easement.

The trustees agree to consult with an attorney to draft the easement terms and consider the legal and financial responsibilities.

The discussion includes the possibility of covering legal costs and the need for a vote on the easement terms.

### **WES Halloween Parade (7:23PM)**

Maggie Mills principal of Woodstock Elementary School requests approval for the annual Halloween parade, detailing the route and participation from the high school band.

Joe Swanson provides logistical support for the parade, including the need for police presence of 4 or 5 officers.

Motion: by Frank Horneck to approve the WES Halloween Parade  
(7:27PM)

Seconded: by Jeffrey Kahn

Vote: 5-0-0, passed

## **F. Discussions**

### **Trustee of Public Funds**

Jill Davies the trustee of public funds, presents recommendations for spending from three different funds, including the Frank McKenzie Fund and the Old Fire Station Fund.

The trustees discuss the potential uses for the funds, including fireworks, community care coordinator support, and tree work.

Motion: by Seton McIlroy to approve the Investment Advisory Committee requests for approval to change the allocation of the Woodstock Rockefeller Endowment Fund to 75% stocks and 25% bonds (7:43PM)

Seconded: by Lisa Lawlor

Vote: 5-0-0, passed

#### **Woodstock Aqueduct Company updates (7:45PM)**

Eric Duffy provides an update on the town's plan to acquire the water company, highlighting the positive feedback and the importance of community involvement.

Eric Duffy mentions the upcoming vote on October 29 and the efforts to ensure transparency and address community concerns.

The trustees discuss the challenges of managing the water system and the need for ongoing investment in infrastructure.

Eric encourages residents to attend meetings and stay informed about the acquisition process.

#### **Wassail Weekend (7:52PM)**

Eric Duffy and other trustees discuss the need to start planning for Wassail Weekend, including traffic control and additional porta potties.

The Chamber of Commerce has raised nearly \$10,000 to enhance the event, including a kickoff parade and an artisan market.

The trustees consider the possibility of private funding for additional porta potties and the logistics of managing the event.

#### **Foliage Updates (8:14PM)**

Lisa Lawlor discusses the positives and negatives of this year's foliage season in town, including access to quicker food being a major positive.

Lisa Lawlor and Kitty Mears Koar will create a report of the foliage season

Beth Finlayson told us there are 1300-1400 daily visitors to at the Welcome Center has been.

#### **Halloween Discussion (8:20PM)**

Seton McIlroy discussed donation bins being placed at the schools for candy donations.

Discussion on the amount of candy handed out to the three streets and the need for more donations. Discussion of traffic control during Halloween.

#### **STR Update (8:24PM)**

Discussion of the wording of the STR ordinance for the village. It is clarified that this is just a clean up of the wording of the ordinance. Discussion over the amount of people that have signed up using GovOS

Motion: by Jeffrey Kahn to approve the changes to the STR Ordinance  
Adopted on 5.02.24 for the Village of Woodstock (8:29PM)

Seconded: by Lisa Lawlor  
Vote: 5-0-0, passed

**Yearly Event Budget/Planning (8:20PM)**

Discussion of budgeting with the department heads starting to do zero sum budgeting.

**Parks Maintenance Plan**

Discussion of budgeting for the parks in Woodstock, including Teagle's Landing maintenance. infrastructure maintenance including cleaning and maintaining the picnic tables.

Check list of fall foliage budget items to begin list earlier in the year for 2025. With list of items and who will pay for each item. To be finalized and discussed earlier next year.

**G. Other Business – None (8:36PM)**

**H. Approval of Minutes**

9.27.24

Motion: by Seton McIlroy to approve the minutes 9.27.24 (8:37PM)

Seconded: by Lisa Lawlor

Vote: 5-0-0, passed

**I. Adjournment**

Motion: by Seton McIlroy to adjourn the meeting at (8:37AM)

Seconded: by Jeffrey Kahn

Vote: 5-0-0, passed.

*Respectfully submitted,  
Kitty Mears Koar*