

**Village of Woodstock
Board of Trustees Meeting
August 13th, 2024
6:30 PM
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

Public: Nick Mahood, Robert Desmore, Wendy Wright Marrinan, Messay Hally

Call to order

1. Seton McIlroy to call the August 12th Village Trustees meeting to order at 6:30pm.

B. Additions and Deletions - None

C. Citizen's Comments – None

D. Reports

1. Financial Report

Only 5 weeks into FY 25. Eric goes over the end numbers for FY24 and that we came in about \$80,000 over on our revenue. For expenses we are over budget which is mostly capital spending.

Unofficially about \$41,000 net positive from revenue and expenses. Not official until the audit.

2. Manager's Report

- a. Planning and Zoning office will be unstaffed the rest of the week.
- b. Staffing - Stephen Bauer gave his notice as Planning and Zoning director
 1. Brian from Two Rivers Ottauquechee will be here 8 hours a week over two days
 2. Another person will be consulting 30-40 hours a week soon, their name is not public yet. Chris Barr is the new public works director; public works is down two employees. Kitty Mears Koar Assistant to the Commission and Boards. Jason Bishop Finance Office.
- c. ICMA International City Managers Association- Woodstock is going to be hosting a sustainable planner from Indonesia for a month from Mid September thru Mid October
- d. The personnel policy draft from the attorneys is reviewed, with tentative plans for a joint meeting to discuss changes and recommendations.

3. Police Report

- a. Chief Swanson reports that the police department has received stickers for the upcoming school year and will target enforcement on cut-through roads.
- b. Recent larceny from motor vehicles has been reported, with a suspect vehicle and suspects identified.
- c. The police department's meter revenue for July is \$17,334.95, with \$4,767.95 from the kiosk, \$4,716.75 from meters, \$7,850.25 park mobile.

- d. Jeffrey Kahn suggests moving a pedestrian sign from a crosswalk at the village green to improve safety. Chief Swanson agrees.

E. Votes (6:50pm)

1. Sarah Glasser Tucker- Appointment to the Planning Commission

Seton Mclroy introduces Sarah Glasser, who has applied to the planning commission, and asks her to explain her interest and qualifications.

Sarah Glasser, with a background in architecture and design, emphasizes her approach to problem-solving and her desire to ensure responsible growth in Woodstock.

Sarah is asked about her attendance at planning commission meetings, and she confirms her attendance at a previous meeting and her familiarity with the town

Sarah is also involved in the local deeds project and other civic activities, and the trustees approve her application to the planning commission.

2. Megan Pollock – Friends of East End Park

- a. Meghan Pollock is applying for a permit for their second annual community day on September 8 from 2 to 5 PM.
- b. The event will feature the fire department, local musicians, cotton candy, and Billings Farm cheese samples.
- c. Parking was manageable last year, and the food truck FAZ, will replace Trail Breaks due to the latter being overwhelmed.
- d. The trustees approve the permit pending a certificate of insurance and a \$150 security deposit.

3. East End State Cup Parade Permit

- a. Nick Mahood - Eastern States Cup applies for a parade permit for a bike race on September 8 from 8 AM to 4 PM.
- b. The bike race will be staged out of Pomfret and use Woodstock village roads, with no competition on the streets.
- c. The police department will provide traffic control at two intersections, and the trustees approve the permit with these conditions.

4. Tax Rates

- a. Robert Desmore provides an overview of the tax rate process, explaining the overall budget, non-tax revenue, and the proposed tax rate of .22360
- b. The tax rate for FY 24 was .21220, the proposed FY 25 tax rate is .22360, representing a 5.3% increase.

Motion: by Seton Mclroy to approve the FY 2025, village tax rate at 0.2236 (7:20pm)

Seconded: by Jeffrey Kahn.

Vote: 5-0-0, passed.

The select board will be approving their tax rate next Tuesday at 6pm

F. Police Report

1. More discussion on the two lanes on the village green, safety for the pedestrians and public and how to address the issue.

G. Discussion (7:29pm)

1. Munchie Rollz

Messiah Hall offers to provide egg rolls and other foods, with a preference for Sundays 2-6pm and Mondays from 1 to 4 /5PM. September 15th- October is the busy time that she would be needed.

She wants to look into doing an Event at the East End Park with other food vendors and an Ethiopian dancer from the Dartmouth University.

The EDC is prepared to fund food infrastructure, including tables, umbrellas, signs, and possibly traffic control, with a proposed budget of \$10,000.

Discussion of funds being used for traffic mitigation during peak tourism. Also not to use one of our police officers but hire an independent person for a lower cost.

More discussion on food truck, vendors for food during foliage and the addition of more picnic tables and porta potties

Discussion of security deposit for vendors

2. 33 Central – Propane Tank (8:15PM)

- a. 33 Central – Propane Tank - Mike Purvis.

Mr. Purvis works with Studio Nexus Architects at a White River Junction. They would like to open a pizzeria where the Mountain Creamery used to be located. They need to change the location of the propane tank. Meters needs to be moved from the basement to the back of the building. They also want to add an ADA ramp to the back of the building. Discussion of the new location of the propane tank.

Proposed to bury the tank in the “painted island” and add a fence around the garbage area. The garbage would be for the pizzeria and the two tenants’ floors above. Discussion of the fire escape and its location, adding a fire balcony to the building.

3. STR Ordinance follow-up

Discussion from Eric Duffy about cleaning up the ordinance and edits that need to be made. Our main effort was getting out the emails to their village short term, those people who already have permits because they have a deadline to hit by September 15th.

H. Approval of Minutes (8:45PM)

- a. 7.9.24 Minutes – Jeffrey Kahn has changes
- b. 8.5.24 Minutes– Jeffrey Kahn has changes

Motion: by Seton McIlroy to approve the minutes for 7.9.24 & 8.5.24 with changes

Seconded: by Jeffrey Kahn.

Vote: 5-0-0, passed.

I. Adjournment

Motion: by Jeffrey Kahn to adjourn the meeting at

Seconded: by Seton McIlroy

Vote: 5-0-0, passed.

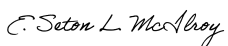
Respectfully submitted,
Kitty Mears Koar

X

Jeffrey Kahn

Brenda Blakeman

Lisa lawlor

Signature: 

Email: seton.l.mcilroy@gmail.com

Signature: 
Jeffrey Kahn (Oct 1, 2024 10:42 EDT)

Email: unicornvt@gmail.com

Signature: Brenda Blakeman
Brenda Blakeman (Sep 23, 2024 21:11 EDT)

Email: blakemanblb@aol.com

Signature:

Email:

Signature: Lisa lawlor
Lisa lawlor (Sep 23, 2024 17:34 EDT)

Email: lwlawlor321@gmail.com