

**Village of Woodstock  
Board of Trustees Meeting  
July 8th, 2025  
6:30 PM  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

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

**Staff:** Eric Duffy, Kitty Mears Koar

**Public:** Beth Finlayson, Bill Corson, Deborah Greene, Eduardo Banks, Charlotte Hollingsworth, Courtney Hollingsworth, Sheryl Gibson, Beth Robinson, Norm Frates, Nicholas Seldon, Lee Garsh, Wendy Spector, Gail Lavin Stickney, Byron Kelly, Michelle Sutherland, Stephen Stuntz, Quinn Uva, Roger Logan, Moira Notargiacomo, Mary MacVey, Susie Stulz, Janet Herrick, Al Alessi, Deb Alessi, Jon Spector

**Call to order**

1. Vice Chair Jeffrey Kahn called July 8th, 2025, Village Trustees meeting to order at 6:30PM.

**B. Additions and Deletions**

~~Police Report~~

~~Trustee of Public Funds—Michael Greene~~

Parking Tickets

**C. Citizens' Comment**

Beth Finlayson, from Woodstock Chamber and Rotary Club inquired about the possibility of conducting horse-drawn wagon rides through the Village during the first two weeks in October as a fundraising event for the Rotary Club. Jeffrey Kahn noted that this would require a parade permit.

Brenda Blakeman mentioned that while it was a great idea, they would need to reconsider the route due to potential traffic issues during foliage season. Jeffrey Kahn advised Beth Finlayson to bring the proposal to a future agenda for further discussion.

Eduardo Banks from Splendid Bakes expressed concern about the presence of a food truck across from his shop during the busy summer season. He questioned why he should keep his business in Woodstock when he struggles through the mud season, only to face competition from a food truck during the busier times. Jeffrey Kahn thanked Eduardo for his comment.

**D. Reports**

**Manager's Report**

Eric Duffy provided several updates:

1. Water bills were sent out at the end of June; he advised residents to contact the Finance Department with any questions about their water bills.
2. The fiscal year ended on June 30th, and financial adjustments were still being made.
3. The water department has been fixing valves throughout the village to ensure proper operation and prevent water loss.
4. A property reassessment is upcoming, and the contractor hired by the town will present at the August 19<sup>th</sup> Selectboard meeting to discuss their approach and what residents can expect over the next two years.

## **Financial Report**

Jeffrey Kahn asked about the tree fund, noting that the money had not been spent. Eric Duffy agreed to invite the party responsible to the August Village Trustee meeting to discuss what was planned and what is currently planned.

The manager also mentioned that while the current financial report shows a deficit, they are likely to be at zero or slightly in the plus when all the money comes in. The projection is for a surplus between \$10,000 to \$30,000.

The Trustee's inquired about the police vehicle that was bought and then returned under the lemon law. Eric Duffy clarified that the payments for the returned vehicle are reflected in the current fiscal year's report, but the new loan has not been approved yet and will be shown in next year's report.

## **E. Votes**

### **Permits and Banners**

#### **Pentangle – East End Park – Update Permit – July 11th-August 22nd**

Deborah Green from Pentangle Arts presented an update to their previously issued permit for Music on the River at East End Park. She showed the newly acquired catering license and explained their plans for the event, which included having food, beer, and wine available in designated areas of the park. Deborah Greene described the setup, including roped-off areas, signage, and staffing to ensure compliance with regulations. The Trustees discussed the proposal, focusing on safety concerns and proper signage.

Motion: by Vice Chair Jeffrey Kahn amend the permit to allow food and drinks as described (6:46PM)

Seconded: Lisa Lawlor

Vote: 4-0-0 passed

#### **Woodstock Triple Crown Throwdown – Parade Permit – August 17<sup>th</sup>**

Matt Stout, president and founder of the Woodstock Area Mountain Bike Association, and Quinn Uva, the race director, presented their request for a parade permit for the Woodstock Triple Crown Throwdown event on August 17th. They explained that the event would start at Saskadena 6 and transfer through the Village, following the same route as in previous years. The riders would not be racing on public roads but transferring between trail networks.

Matt Stout addressed safety concerns, mentioning their plans to work with the police on traffic control and coordinate with ambulance services. They also noted that the event would be smaller than in previous years, with a cap of 350 participants.

Motion: by Vice Chair Jeffrey Kahn accept the application for the Woodstock Triple Crown Throwdown parade permit for August 17th. (6:50PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

#### **Woodstock Rec Center – Apple's and Craft Banner**

Ms. Gibson presented the Apple's and Crafts Fair- including an artisan Blacksmith and Food Trucks.

Motion: by Vice Chair Jeffrey Kahn accepts the banner permit for the Apples and Crafts Fair (6:52PM)

Seconded: Frank Horneck

Vote: 4-0-0 passed

### **Vermont Film Festival – Banner & Comedy Fest – Banner**

These permits were tabled until the next Trustee Meeting

### **Woodstock Community Day Celebration – East End Park**

Mary MacVey, a volunteer with Friends of East End Park, presented the permit application for the Woodstock Community Day Celebration at East End Park. She explained that this would be the third year of the event, which is a continuation of a long-standing community celebration. The event is planned for Saturday, September 14th, from 1 PM to 5 PM, with local musicians, activities, and community involvement.

The Trustees discussed various aspects of the event, including trash management, portable toilets, and contingency plans in case of rain. They also addressed the request to waive permit fees for the community celebration.

Motion: by Vice Chair Jeffrey Kahn to approve the permit application for the Woodstock Community Day Celebration (6:58PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

## **F. Discussion**

### **Parking Tickets**

Michelle Sutherland, the Administrative Supervisory for the Police Departments stated that nothing could be done until the parking ordinances are approved.

### **Tribou Park Discussion**

Jeffrey Kahn introduced the discussion about concerns regarding protesting in Tribou Park. Al Alessi, a representative from the group using the park, explained their efforts to keep the protests safe and respectful. He mentioned that they have been meeting at the park for 157 consecutive days, with most gatherings involving 15 to 25 people.

The discussion covered several points:

1. Safety concerns regarding sidewalk access and traffic visibility.
2. The group's efforts to accommodate pedestrians and maintain clear sightlines for traffic.
3. Noise issues, particularly honking from supportive and opposing drivers.
4. The impact on nearby residents and businesses.
5. The importance of protecting free speech while addressing community concerns

The Trustees acknowledged the group's efforts to be cooperative and suggested potential solutions for larger gatherings, such as allowing temporary barriers or ropes to help manage crowds. The group expressed willingness to work with the Village to address any issues that arise.

### **Zack's Place Parking Spot Discussion**

Beth Robinson, Executive Director of Zack's Place, and Norm Frates presented a request for additional handicapped-accessible parking near their facility. They explained the current parking situation and the challenges faced by their participants, many of whom have mobility issues or require constant attendance.

The Trustees discussed the proposal, considering the following points:

1. The current layout of parking and loading zones in front of Zack's Place.
2. The need for more permanent, handicapped-accessible parking rather than just loading zones.
3. Concerns about potential misuse of handicapped parking spaces.
4. The impact on overall parking availability in the area.

After discussion, the Trustees agreed to look into converting one of the current unloading spaces into a handicap-accessible parking space. Eric Duffy was tasked with investigating the process and requirements for making this change.

The representatives from Zack's Place also raised concerns about parking enforcement for their van when it's used to transport participants to other locations in town. The Trustees agreed to look into potential solutions or exemptions for the Zack's Place van.

#### **Parking around the Village Green during Market on the Green**

Jeffrey Kahn introduced the topic of allowing free parking around the Village Green during the Market on the Green event. It was noted that this practice had been informally allowed since 2016 but had never been officially voted on by the Trustees.

The discussion covered the following points:

1. The current practice of allowing free parking from 3:00 PM to 5:00 PM on market days.
2. Concerns about setting a precedent for other events requesting similar accommodations.
3. The community benefit of the Market on the Green event.

The Trustees decided to maintain the status quo for now but agreed to revisit the issue at a future meeting. They planned to formally vote on whether to continue allowing free parking for the Market on the Green and potentially extend similar considerations to other permitted events on the Green.

#### **Peddler License – Vehicle around the Village Green**

Jeffrey Kahn introduced the topic of peddler licenses for vehicles around the Village Green. It was noted that currently, the Village Police issue these licenses, but there was a desire to return this authority to the Board of Trustees.

Lisa Lawlor who has been working on parking and traffic regulations, mentioned that she would need to rewrite the ordinance to bring it in line with both state and local regulations. She estimated that she could have a draft ready for the next meeting.

Wendy Spector, a community member, offered a draft of potential changes to the peddler license regulations, which she had prepared based on research and discussions with neighbors and town officials. The Trustees expressed appreciation for this contribution and agreed to review it as part of the process.

The discussion touched on several points:

1. The history and purpose of peddler licenses in the town.
2. Concerns about the impact of food trucks and other mobile vendors on brick-and-mortar businesses.
3. The need to balance support for established businesses with opportunities for new vendors.
4. Potential restrictions on the proximity of mobile vendors to similar brick-and-mortar businesses.

The Trustees agreed to review the draft provided by Wendy Spector and work on updating the peddler license regulations. They planned to continue the discussion at future meetings.

#### **Parking Ordinance**

Lisa Lawlor provided a brief update on the status of the parking ordinance. She mentioned that she and Eric Duffy had sent it to the lawyers for review, and they were now working on incorporating the lawyers' changes. She noted that they needed to update some references to specific buildings or businesses to use addresses instead, as some locations may change over time.

Lisa Lawlor estimated that she would have the updated ordinance ready for the Trustees to review within a week. The Trustees discussed the possibility of holding a special meeting to address the ordinance if they wanted to approve it before the next regular meeting.

### Halloween Discussion

Jeffrey Kahn provided an update on Halloween plans. He reported that he had spoken with Holly Gaspar from the PTO, who is working with others to organize candy distribution for Halloween. They are also considering whether to plan an additional event not located on Maple and High Streets.

The PTO requested more time to organize and plan, and they will be on the agenda for the August meeting to present their ideas. Jeffrey Kahn emphasized that their participation would be necessary for continuing the event on Maple and High Streets.

### G. Other Business

Mr. Seldon raised concerns about the conduct of an earlier meeting where he felt his public comments were cut short.

### H. Approval of Minutes

Jeffrey Kahn noted that there were some changes made to the minutes from the previous meeting (June 3, 2025)

Motion: by Vice Chair Jeffrey Kahn to approve the minutes 06.03.25 with the changes discussed (8:04PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

### J. Adjournment

Motion: by Vice Chair Jeffrey Kahn to adjourn the meeting at (8:05PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed


*Respectfully submitted,  
Kitty Mears Koar*

J Kahn

Lisa lawlor

Frank Horneck

Brenda Blakeman

Signature:   
Jeffrey Kahn (Aug 19, 2025 12:01:38 EDT)  
Email: unicornvt@gmail.com

Signature:   
Frank Horneck (Sep 25, 2025 10:33:39 EDT)  
Email: fhorneck@townofwoodstock.org

Signature:   
Lisa Lawlor (Aug 20, 2025 17:22:32 EDT)  
Email: llawlor@townofwoodstock.org

Signature:   
Brenda Blakeman (Aug 19, 2025 21:39:56 EDT)  
Email: bblakeman@townofwoodstock.org