



WOODSTOCK LAND CONSERVANCY

July 21, 2010

To: Jeff Moran, Supervisor, Town of Woodstock; Catherine Magarelli, Member,
Woodstock Town Board

From: Woodstock Land Conservancy

Re: Upper Comeau Parking Lot Expansion Project

Dear Supervisor Moran, and Town Board members Magarelli, McKenna, Rosenblum, and Wenk:

Directors

Jim Bogner
Michael DeWan
Rosalind Dickinson
John Garesché
Patty Goodwin
David Marell
Sonya Shoptaugh
Ronnie Shushan
Kevin Smith
Hank Starr
Nadia Steinzor

Gay Leonhardt
President Emeritus

John Winter
Executive Director

On June 30, 2010 the Woodstock Land Conservancy (WLC) sent a letter to Jeff Moran, the Woodstock Town Supervisor and Town Board member Ms. Catherine Magarelli regarding our review of the revised Upper Comeau Parking Lot Expansion Site Plans (hereafter the "Project" and the "Plans"). The plans were sent to WLC for review pursuant to Sections 4.07 and 7.04 of the Deed of Conservation Easement dated November 16, 2009 (the "Deed of Conservation Easement" or "Easement"), of which WLC is the Grantee. In our June 30, 2010 letter, we identified two outstanding items from our review: 1) the scheduling and implementation of a site visit by WLC and the Town to the parking lot expansion area and, 2) the submittal to and subsequent review by WLC of a cut sheet of the lighting fixtures to be erected on the parking lot. The purpose of this letter is to state that as of the date of this letter the site condition and lighting have been satisfactorily addressed, with a further review of lighting upon installation (see paragraph three below) and site inspections during construction.

Regarding the site visit, on July 12, 2010 WLC Board president Kevin Smith and Boardmember Hank Starr met with Town Board members Cathy Magarelli and Bill McKenna at the Comeau property to discuss the project. The site visit confirmed WLC's comments in our June 30, 2010 review letter. In addition, WLC suggested that it would be helpful for the Town Highway Department professionals working on the parking lot expansion projects to lay limit lines prior to preliminary clearing, cutting, or other site preparation work. Mr. Starr also offered to meet with Mike Reynolds at any point prior to construction, at Mr. Reynolds's and the Town Board's discretion.

Regarding Signs and Lighting (Article 3.05), Ms. Magarelli and Mr. McKenna provided WLC with a copy of the lighting "cut-sheets" so that WLC could determine whether the lighting complies with the conservation easement language stipulating that exterior lighting should "minimize glare off the property". WLC understands from Ms. Magarelli and Mr. McKenna that the Woodstock Planning Board & Zoning Board of Appeals did not require back shields on the perimeter light fixtures. The Town intends to review the necessity for these back shields once the lights are installed and activated, and make a determination about installing back shielding if and where needed. WLC requests that it be kept informed when that determination occurs.

Also regarding Section 3.05, WLC noted an omission in our previous letter. We understand that the lighting system will utilize programmable timers, allowing for lights to be selectively turned off in the evenings according to activity levels and parking needs at the upper parking lot.

Regarding project scheduling and, hence, WLC's discretionary visits to review construction progress, Ms. Magarelli and Mr. McKenna confirmed that work on the parking lot expansion project will begin after the highway department's summer paving season is completed. They communicated that the delay is a result of the planning board and ZBA review and approval process and not the result of the easement parking lot expansion violation process or WLC's review of the revised parking lot expansion plans. WLC requests that it be kept informed when a start date is scheduled for the project.

WLC anticipates receiving further information concerning the Town's decisions on the light fixture shields once it becomes available. We look forward to continuing to work with the Town on this project and we remain available to dialogue as needed and requested. Please do not hesitate to forward any questions from the Town Board members, through Ms. Magarelli or Mr. McKenna as the Town Board representatives.

Again, we thank you for the opportunity to continue to review this proposal.

Sincerely Yours,

John Winter
Executive Director

Kevin Smith
President