

**Town of Woodstock  
Selectboard Meeting  
May 29th, 2025  
6:00 PM  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present:** Chair Ray Bourgeois, Laura Powell, Greg Fullerton, Keri Cole, Susan Ford

**Staff:** Eric Duffy, Chief David Green,

**Public:** Byron Kelly, Astrid Hoyt, Matt Deprizio, Danielle Nickerson, Phil Neuberg, Isabelle Bradley, Keri Bristow

**Call to order**

1. Chair Ray Bourgeois called the Selectboard meeting of May 29th to order at 6:00 PM

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

**Liquor License - My Village Inn LLC – 1<sup>st</sup> and 3<sup>rd</sup> Class**

**32 The Green – Sewer Abatement**

**The Terrace - Sewer Abatement**

**Votes on the Revision of Rights for Potential Lawsuits against the Town.**

**B. Manager's Report**

Eric Duffy mentioned two new staff members: one in the finance office with experience from another municipality and one in Public Works.

Eric Duffy announced the receipt of the draft audit, which showed minimal findings, and the start of summer hours for Town Hall.

Eric Duffy emphasized the importance of paying sewer bills which are due on Friday.

Eric Duffy discussed the first water billing for the Town, aiming to collect readings next week and send out bills by early fall.

**C. Citizen's Comments**

Byron Kelly from Woodstock discussed the Village charter and the responsibilities of the town and village regarding roads and highway maintenance.

Byron Kelly raised concerns about the Town absorbing costs.

Byron Kelly suggested that the Town budgeting for the police department and highway maintenance.

Byron Kelly expresses concern about the impact of food trucks on local businesses and the need for a balanced approach to peddler's licenses.

**D. Votes**

**Liquor Licenses:**

- Woodstock Resort Corp – First Class Hotel, First Class Restaurant/Bar x 2, Second Class, Third Class Hotel, Third Class Restaurant/Bar x 2, OCP x 3.
- Oakes & Evelyn LLC. – 1<sup>st</sup> and 3<sup>rd</sup> class
- Bradens, LLC- 1<sup>st</sup>, 3<sup>rd</sup>, OCP
- My Village Inn LLC – 1<sup>st</sup> and 3<sup>rd</sup> Class

Motion: by Susan Ford to approve the above liquor licenses. My motion is based on the assumption that the state is reviewing these applications because they don't give us any information. (6:16PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **Vermont 100 Endurance Race-Permit**

Astrid Hoyt from Vermont 100 Endurance Race requests approval for their 34th running, explaining the race's history and benefits for Vermont Adaptive Ski and Sport.

Motion: by Keri Cole to approve the Vermont 100 Endurance Race (6:20PM)

Seconded: by Susan Ford

Vote: 5-0-0, passed

### **Fire and EMT Union Contract FY26-FY29**

Eric Duffy discussed the expiration of the Fire EMT department's Union Contract on June 30 and the agreed-upon contract between the Town and the Union.

Eric Duffy highlighted the increase in wages for new firefighters and EMTs from \$18 to \$21.66 per hour.

Motion: by Susan Ford to approve the contract for the Woodstock Fire Department (6:22PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **Ambulance Service Agreements**

David Green stated that these are a three year contract that expires July 1<sup>st</sup>.

Motion: by Susan Ford moves to approve the ambulance service agreements with Reading, Bridgewater, Plymouth, and Pomfret, noting no changes from the previous three years (6:24PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **LEMP Requirements**

Eric Duffy thanked David Green for going through and updating the Local Emergency Management Plan. Eric Duffy mentioned that it has been approved by the State.

David Green mentioned that this is a yearly task, and that the State completely changed the form meaning the Emergency Operation Plan needed to be updated to reflect that change.

Motion: by Laura Powell to approve the LEMP (6:26PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **Emergency Operation Plan**

Motion: by Susan Ford to approve the Emergency Operations Plan for 2025 (6:27PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **43 Pleasant Street Sewer Abatement**

Ray Bourgeois and Susan Ford discussed the sewer abatement request for 43 Pleasant Street, concluding that the guidelines for abatement are not met.

Susan Ford explained the process for sewer billing and the impact of water usage on sewer bills.

Motion: by Susan Ford to Deny the Sewer Abatement for 43 Pleasant Street

(6:38PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **2 High Street Sewer Abatement**

Motion: by Susan Ford to Move to approve the 2 High Street Sewer Abatement based upon the guideline that it's a fees or charges in which there is a manifest error of the Town. (6:39PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **32 The Green Sewer Abatement**

Motion: by Laura Powell to approve the 32 The Green Sewer Abatement based upon the guideline that it's a fees or charges in which there is a manifest error of the Town. (6:40PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **Woodstock Terrace**

Danielle Nickerson from the Woodstock Terrace explained the nature of the need for the sewer abatement.

Motion: by Laura Powell that the Woodstock Terrace can pay last year's rate due May 31<sup>st</sup> by end of day and have until the next Selectboard meeting to investigate.

(6:48PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

### **Contract for Forest Plan for Vondell Cobb Property**

Eric Duffy mentioned that now that the Town owns the Vondell Property a Forest Plan needs to be put in place.

Motion: by Greg Fullerton to accept the estimate for T&H Forestry for the Vondell Cobb Property for the Forestry Plan (6:50PM)

Seconded: by Susan Ford

Vote: 5-0-0, passed

### **Change day of June and July Selectboard Meeting**

The June meeting moved to June 26<sup>th</sup> at 6:00PM

The July meeting moved to July 22<sup>nd</sup> at 4:30 PM

### **Agreement with WAMBA for Vondell Cobb Trails**

Eric Duffy discussed the agreement with WAMBA for the Vondell Cobb Trails & he thanked Susan Ford for her help.

The agreement involves the Town taking over the trails and WAMBA maintaining them.

Motion: by Susan Ford to approve the agreement with the Woodstock Area Mountain Bike Association for the use of the Vondell Cobb Property. (6:55PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

### **Echo Market Open Store Front Grant**

Eric Duffy mentioned the Echo Market's open storefront grant, confirming they meet the requirements.

The storefront is within a designated parking meter zone, has been vacant for six months, is on the ground floor with visibility, and has a lease longer than one year.

Motion: by Keri Cole to Approve the Echo Market Open Store Front Grant (6:57PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Eric Duffy suggested reviewing current EDC grants to decide if they should continue or be closed.

### **Main Wastewater Plant Biological Process**

Eric Duffy discussed the three options for the main wastewater plant renovation & recommended the AGS system.

The wastewater crew approves the AGS system pending state approval.

Motion: by Susan Ford to approve the AGS system for the Main Waste Water Plant (6:59PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

Discussion on whether to opt into de-watering technology, which will be decided later.

### **Paul Bruhn Historic Revitalization Grant and Easement**

Phil Neuberg and Isabelle Bradley presented the Village Historic Preservation Commission's proposal for funding opportunities.

Woodstock is a National Register Historic District, with Town Hall being a contributory resource.

The Preservation Trust's easement would protect the historic character of the property, with a deadline for the grant application next week.

Motion: by Laura Powell motion to support the grant application from Woodstock Village HPC (6:59PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

**Agreement for Passive Coverage for VLCT pending the Town Litigation**

Motion: by Susan Ford to approve the coverage outlined in the letter dated May 7, 2025 (7:16PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

**E. Discussion**

**Woodstock MVSU memo Discussion**

Eric Duffy discussed the job position opening for the Economic Development Director in collaboration with the EDC. A resident reached out asking if the position would also play a part in trying to keep the school district in Woodstock.

Keri Bristow, the School Board Chair, expressed concerns about the potential impact of moving the school from Woodstock.

The School Board is looking at regionalization and partnerships with other towns to build a bigger school.

The board discussed the economic impact of losing the school and the potential need for a lobbyist.

The Selectboard clarified that the Economic Development Director position is not intended to be a lobbyist role.

**Selectboard Members Protocol for Selectboard Activity**

Eric Duffy discussed the protocols for Selectboard members' communication with the public.

The goal is to ensure compliance with the Open Meeting Law and avoid overrepresenting themselves.

The board discussed the need for a clear agenda policy and guidelines for interaction with the public.

The protocols are proposed to be reviewed and voted on at the next meeting.

**School Committee Resignation**

Eric Duffy Mentioned a School Committee resignation, and that the Selectboard will advertise the opening, do interviews and make a recommendation to the school committee to appoint a new member.

**Land Trust Update for Vondell Cobb Conservation**

Eric Duffy provided an update on the land trust's appraisal for the Vondell Cobb property.

The appraisal revealed issues with the property, such as the presence of an endangered fern and beaver habitat.

A new map is being prepared to address these issues and make the property more buildable.

The board discussed the potential impact on the grant application and the need for new appraisal.

**F. Proposed Executive Session 1 V.S.A 313**

Motion: by Susan Ford to go into a Proposed Executive Session 1 V.S.A 313 discuss potential contracts we have to make a facility finding and premature general public knowledge clearly placed the public body or person involved in a substantial disadvantage (7:38PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed (Returned 8:12PM)

**G. Approval of Minutes**

Motion: by Laura Powell to approve the minutes of 04.15.25 (8:13PM)

Seconded: by Greg Fullerton

Vote: 4-0-0, passed

Motion: by Susan Ford to approve the minutes of 04.28.25,  
04.30.25,05.12.25 (8:13PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

**H. Adjournment**

Motion: by Susan Ford to adjourn the meeting at (8:13PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

*Respectfully submitted,*

Kitty Mears Koar

Raymond Bourgeois

Susan B. Ford

Greg Fullerton

Keri Cole

**Signature:** Raymond Bourgeois  
Raymond Bourgeois (Jul 23, 2025 18:11:29 EDT)

**Email:** rbourgeois@townofwoodstock.org

**Signature:** Greg Fullerton  
Greg Fullerton (Jul 24, 2025 08:02:15 EDT)

**Email:** gfullerton@townofwoodstock.org

**Signature:**

**Email:**

**Signature:** Susan B. Ford  
Susan B. Ford (Jul 23, 2025 18:01:41 EDT)

**Email:** sford@townofwoodstock.org

**Signature:** Keri Cole  
Keri Cole (Jul 26, 2025 16:21:45 EDT)

**Email:** kpcole@gmail.com