

Town of Woodstock
Selectboard Meeting
July 22, 2025
4:30 PM
Town Hall & Zoom
Agenda

- A.** Call to order
- B.** Additions to & deletions from posted agenda
- C.** Manager's Report
- D.** Votes
 - 1. Liquor License: Bradens, LLC- 1st, 3rd and OCP
 - 2. 32 the Green – Sewer Abatement
 - 3. WES Sewer Abatement
 - 4. SB Protocol Packet
 - 5. Vondell Cobb Conservation VLT
 - 6. Marketing committee appointments
 - 7. South Woodstock Design Review committee appointments
- E.** Discussion
 - 1. Housing Advisory Group
 - 2. Future of Fireworks
 - 3. Discussion of Short-Term Rental Policies
- F.** Proposed Executive Session1 V.S.A 313
 - After making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage:
 - Contracts Discussion
- G.** Approval of Minutes
 - 05.29.25
 - 06.26.25
- H.** Citizen Comments – Three-minute time limit
- I.** Adjournment

Zoom

The link to join us is

<https://us02web.zoom.us/j/84782406503?pwd=UXAzWnJxaEE0MzJaMlBKeHJPUjB6QT09>

or from zoom.us you can enter these details to join the meeting

Meeting ID: 847-8240-6503

Password: 247624

TRANSACTION SUMMARY

PAYMENT ITEM	BILL DESCRIPTION	AMOUNT
Miscellaneous Payment	DLL-60782	\$20.00
Miscellaneous Payment	DLL-60787	\$1,095.00
Miscellaneous Payment	DLL-60786	\$115.00
MUNICIPAY*SERVICE FEE		\$1.50
Total:		\$1,231.50

Confirmation Number	BK7BXVT1W6
Date Processed	Jul 01, 2025 01:49 PM
Transaction Type	E-Check
Account Type	Checking
Account Number	*****6602
Cardholder Name	Robert Crowe
Email	coburns@dr coburnstonic.net
Phone	802-296-1494

Town of Woodstock, VT
31 The Green
Woodstock, VT 05091
Phone: 802-457-3456

Reference Number:	19658091
-------------------	----------

Miscellaneous Payment	
Bill Description:	\$20.00
DLL-60782	

Miscellaneous Payment	
Bill Description:	\$1,095.00
DLL-60787	

Miscellaneous Payment	
Bill Description:	\$115.00
DLL-60786	

Total:	\$1,230.00
---------------	-------------------

MUNICIPAY*SERVICE FEE
10 Dynamic Dr
Ste 201
Scarborough, ME 04074
Phone: 877-590-5097

Reference Number:	19658092
-------------------	----------

MUNICIPAY*SERVICE FEE	\$1.50
-----------------------	--------

Total	\$1.50
--------------	---------------



Application ID: DLL - Application - 60782
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: Bradens, LLC
Business ID: 0301861
Business Address: 3 Elm Street,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Phone: (802) 457-7184
Management Type if LLC: Member-managed
Email: coburns@drcoburnstonic.net

People Information

• **Person:**

Robert Crowe

Business Role: Business Principal
Business Address: 110 Golf View Lane,
Quechee, Vermont, 05059
Phone:

Email:
US Citizen? Yes
Political Position
Name: Robert Crowe
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
CV-5124		Prior Conviction Reported	

Location/ Premises Detail

Location Name:

Coburns

Do you lease this Premises:

Lease

Location Address:3 Elm Street,
Woodstock, Vermont 05091**Health License:**

Food:

Lodging:

Local Jurisdiction/ Town Clerk:

Woodstock

Vermont Tax Department:**Education Details****Student Name:****Training Completion Date:****Mode of Training:****Type of Training:****Foundational License (if applicable)****License Type:**

First Class

License Number:

LP-021536

Licensee Name:

Coburns

License Status:

License issued-renewed application

Licensee Address:3 Elm Street ,
Woodstock, Vermont 05091**License Start Date:****License End Date:****Documents Attached**

Name	Document Type	Assosicated With
D-18501	Certificate of Good Standing or equivalent	LN-022140
D-18501	Certificate of Good Standing or equivalent	LN-022140

Payment and Acknowledgement**Signed by:****State of Vermont / DLL Application Fee:****Date of Submission:**

2025-05-20 16:59:51

20.00

State of Vermont / DLL Payment Status:**Local Application Fee:**

0

Local Control Payment Status:

false



Application ID: DLL - Application - 60786
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Bradens, LLC
Business ID: 0301861
Business Address: 3 Elm Street,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Phone: (802) 457-7184
Management Type if LLC: Member-managed
Email: coburns@drcoburnstonic.net

People Information

• **Person:**

Robert Crowe

Business Role: Business Principal
Business Address: 110 Golf View Lane,
Quechee, Vermont, 05059
Phone:

Email:
US Citizen? Yes
Political Position
Name: Robert Crowe
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
CV-5124		Prior Conviction Reported	

Location/ Premises Detail

Location Name:

Coburns

Do you lease this Premises:

Lease

Location Address:3 Elm Street,
Woodstock, Vermont 05091**Health License:**

Food:

Lodging:

Local Jurisdiction/ Town Clerk:

Woodstock

Vermont Tax Department:**Education Details****Student Name:**

Allison Roth

Training Completion Date:

Tue Sep 10 00:00:00 GMT 2024

Mode of Training:

DLC Online Training

Type of Training:

First Class (On Premise)

Foundational License (if applicable)**License Type:**

First Class

License Number:

LP-021533

Licensee Name:

Coburns

License Status:

License issued-renewed application

Licensee Address:3 Elm Street ,
Woodstock, Vermont 05091**License Start Date:****License End Date:****Documents Attached**

Name	Document Type	Assosicated With
D-18501	Certificate of Good Standing or equivalent	LN-022140
D-18501	Certificate of Good Standing or equivalent	LN-022140

Payment and Acknowledgement**Signed by:**

Robert Crowe

State of Vermont / DLL Application Fee:

115.00

Date of Submission:

2025-05-20 17:37:14

State of Vermont / DLL Payment Status:**Local Application Fee:**

115

Local Control Payment Status:

false



Application ID: DLL - Application - 60787
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name: Bradens, LLC
Business ID: 0301861
Business Address: 3 Elm Street,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Phone: (802) 457-7184
Management Type if LLC: Member-managed
Email: coburns@drcoburnstonic.net

People Information

• **Person:**

Robert Crowe

Business Role: Business Principal
Business Address: 110 Golf View Lane,
Quechee, Vermont, 05059
Phone:

Email:
US Citizen? Yes
Political Position
Name: Robert Crowe
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
CV-5124		Prior Conviction Reported	

Location/ Premises Detail

Location Name:

Coburns

Do you lease this Premises:

Lease

Location Address:3 Elm Street,
Woodstock, Vermont 05091**Health License:**

Food:

Lodging:

Local Jurisdiction/ Town Clerk:

Woodstock

Vermont Tax Department:**Education Details****Student Name:**

Allison Roth

Training Completion Date:

Tue Sep 10 00:00:00 GMT 2024

Mode of Training:

DLC Online Training

Type of Training:

First Class (On Premise)

Foundational License (if applicable)**License Type:**

Third Class

License Number:

LP-021534

Licensee Name:

Coburns

License Status:

License issued-renewed application

Licensee Address:3 Elm Street ,
Woodstock, Vermont 05091**License Start Date:****License End Date:****Documents Attached**

Name	Document Type	Assosicated With
D-18501	Certificate of Good Standing or equivalent	LN-022140
D-18501	Certificate of Good Standing or equivalent	LN-022140

Payment and Acknowledgement**Signed by:**

Robert Crowe

State of Vermont / DLL Application Fee:

1095.00

Date of Submission:

2025-05-20 17:38:50

State of Vermont / DLL Payment Status:**Local Application Fee:**

0

Local Control Payment Status:

false

MEMORANDUM

To: Town of Woodstock Sewer Commission

From: Mountain Views Supervisory Union

Date: July 2, 2025

Subject: Request for Abatement of Interest and Penalties – March 2025 Sewer Invoice

Mountain Views Supervisory Union respectfully requests an abatement of interest and penalties assessed on the March 2025 sewer invoice for Woodstock Elementary School.

Our Accounts Payable department has indicated that an invoice for Woodstock Elementary School was never received. However, an invoice for Woodstock High School was received and promptly paid.

Please note that any fees or penalties paid by the District would ultimately be borne by the Town, as the District's budget is funded through local tax revenue.

We appreciate your understanding and consideration of this request.



Woodstock Selectboard Meeting 07/22/2025

Presented by Trena Tolliver, Woodstock Housing Advisor

Request change to the Rent to Locals Incentive Program:

A limited number of cash incentives there's a limit of one grant per Property Owner for the life of the Program. The incentive amount is capped at 3 Qualified Tenants. In the case of a multi-family property, only one unit within the property is eligible to qualify for the grant.

Current program details can be viewed [here](#).

Request to remove or increase this cap. The Housing Collaboration Team met 6/12/25 and all attendees support this change (Trena Tolliver, Laura Powell, Stephanie Appelfeller, Harry Falconer, Molly Maxham and Emily Collins). The initial cap was placed on the program when implemented in 2022. It was there as a funding safeguard, not knowing how well the program would perform. Even if we remove the cap of units per owner, there is still a safeguard in place:

Per the program details there is "A limited number of cash incentives..." and the fact that all grant funding must be approved by the Selectboard. Funding of the program can be changed, limited or removed at any time. There is no identifiable risk of removing the one unit cap.

Potential Applicant & Rental: Todd Ulman (Charlie Major Enterprises); 3 bedroom, 2 bath; Required rental maximum amount is \$2,800/month.

Background: Trena has a few families with local job offers hoping to move to Woodstock and buy a home using the Local Deeds Program. The current housing inventory is low. I am recommending this not only as an opportunity to gain additional rentals, but to help manage and assist these families in moving here and eventually buying a home in the area.

Woodstock Selectboard Meeting 7/22/2025

Presented by Trena Tolliver, Woodstock Housing Advisor

Applicant: Todd Ulman (Charlie Major Enterprises)

Program: Rent to Locals Incentive Program

Program Incentive: \$6,000 for a whole home rental, to be paid via two payments of \$3,000

Program Term: 1 Year lease to Local Worker

Location: [2706 E. Woodstock, VT 05091](#), fully-furnished 1 Bed Apartment

Rental Details: Todd meets all program eligibility requirements. It has been a short term rental and Todd wants to rent it long term to a local worker. The entire property is for sale and has been [listed](#) for over 230 days. Todd will work with the new owners to keep the lease intact for its term. Typically, when a property with a current rental lease is sold, the new owner generally inherits the existing lease agreement. The new owner becomes the landlord and is obligated to honor the terms of the lease until it expires. Per the Rent to Locals legal agreement, "Every effort must be taken by the Owner to ensure the lease is not broken due to a sale of the property...If the new Owner maintains the current lease and the lease is not broken by the new Owner, they can apply to the program for the remaining funds."

Rental Amount: Required rental maximum amount is \$1,500/month. Todd has offered the rental fully furnished at \$1,200/month

Tenant: One Qualified Tenant who works locally and meets the terms of the local worker requirements.

Lease Term: June 23, 2025 - June 30, 2026

[Full Application](#)



**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 – 1st and 3rd 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 by Friday to avoid late payments.

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. – 1st and 3rd class
- Bradens, LLC- 1st, 3rd, OC
- My Village Inn LLC – 1st and 3rd 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 1st.

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 31st 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 26th at 6:00PM

The July meeting moved to July 22nd 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 **Act 51 of 2025 made permanent changes to the Open Meeting Law.**

Updates that took effect recently:

- Require the posting of meeting recordings when the minutes are posted, as opposed to when the minutes are approved.
- Change the definition of “undue hardship”.
- Add an exception to the law’s recording requirements for non-advisory public bodies’ site inspections or field visits.
- Allow meeting notices to be posted in a neighboring town if there are not enough public places within the municipality’s borders.
- Require meeting agendas to include sufficient details on the specific business to be discussed and details on proposed executive session, if included.
- Add a requirement to vote to exit executive session (not just enter it).
- Add two allowances for executive session (one being cybersecurity if jeopardizing public safety).
- Define “disturbs any lawful assembly or meeting of persons” for purposes of managing meetings, consistent with our past guidance.

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

**Town of Woodstock
Selectboard Meeting
June 26th, 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

Public: David McKay, Tom Weschler, Byron Kelly, Lisa Linton, Seth Webb, Mike Green, John Powell, David Brown, Matt Stout, Danielle Nickerson, Kate Heaton, Jessica Kirby, Rogar Logan

Call to order

1. Chair Ray Bourgeois called the Selectboard meeting of June 26th to order at 6:00 PM

A. Additions to & deletions from posted agenda

Solar Panel Contract

Setting of the Water rate FY25

Discussion Local Grants

B. Citizen's Comments

David McKay addressed the board regarding the 1% lodging and meals tax.

Tom Weschler expressed opposition to using the 1% options tax to support and hire an Economic Development Director.

Roger Logan spoke in favor of hiring an Economic Development Director for the Town.

Laura Powell clarified that the EDC has not been formally disbanded by the board. Laura Powell explained that when developing the new Economic Development Director role. The Board discussed an option to leverage the existing EDC board if desired and also allow current EDC members to advise the new person. Laura Powell emphasized that the new role is intended to build on EDC's successes.

David McKay the owners of the Jackson House and the Shire Inn, and a board member of the Chamber of Commerce, provided information about the new restaurant at Jackson House called Oaks and Evelyn, describing the chef's background and the unique menu offerings.

C. Manager's Report

The fiscal year is ending on June 30th, with the finance office busy cleaning up accounts. Despite using some of the fund balance to purchase the water company, the Town is projected to end the year with a small surplus.

The Town received a grant of over \$800,000 through Northern Waters for water system upgrades. Eric Duffy thanked Harry Falconer and Craig Jewett from Two Rivers-Ottawaquechee Regional Commission for all their help. This loan is in addition to a previous \$700,000 zero-interest loan. Eric Duffy noted that by October next year, the Town could receive over \$2 million in grants for the water system.

Water bills are being prepared to go out to all water residents. Unlike the previous system where bills were sent quarterly, everyone will receive a bill for the remainder of the fiscal year to align all customers for future billing cycles.

Eric Duffy mentioned that the solar panel warranty renewal was up for consideration, with an annual cost of \$1,544.

D. School Board Interview

a. School Committee

Lisa Linton introduced herself as a Woodstock Union High School graduate with two children who also graduated from WUHS and a grandson currently in the middle school. She expressed her desire to represent the community, taxpayers, and parents, and to be a voice for their concerns regarding education and school matters.

Seth Webb highlighted his experience in public policy, including work in public-private partnerships, economic development, and regulatory communications. He expressed personal interest as a parent of two children, one currently attending WES and another who will soon. Webb emphasized the importance of navigating upcoming school reforms and property tax changes, offering to help shape policies that support the goals of the school district and surrounding towns.

Motion: by Susan Ford to pass both names onto the School Board for their consideration (6:29 PM)

Seconded: by Greg Fullerton

Vote: 3-2-0, passed

b. Trustee of Public Funds

Mike Green introduced himself as a former EDC member who serves on the Billings Park Commission. He explained his professional background in climate finance, focusing on designing international financial structures for ecological restoration and renewable energy projects. Green expressed his interest in applying his financial modeling and investment package review skills to support the town.

Motion: by Susan Ford to appoint Mike Green to the Trustee of Public Funds
(6:32 PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

c. EC Fiber Board

John Powell introduced himself as a long-time resident with a background in technology and networking. He shared his personal experience with EC Fiber's impact on his family and expressed enthusiasm for the organization's expansion and future plans. David Brown, the outgoing EC Fiber representative, spoke in support of Powell's appointment.

Motion: by Susan Ford to appoint John Powell to the EC Fiber Board (6:37 PM)

Seconded: by Greg Fullerton

Vote: 4-0-0, passed (Laura Powell sustained from a Vote)

E. Votes

Liquor Licenses:

- i. My Village Inn LLC – OCP
- ii. Sante' Woodstock LLC – 1st, 3rd, OCP

Motion: by Susan Ford to approve an OCP for My Village Inn LLC OCP and for Sante Woodstock LLC 1st, 3rd, OCP . This motion was based on the assumption that the state is reviewing the application since the board no longer receives detailed information (6:38 PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Woodstock Triple Crown Throwdown - WAMBA Parade Permit

Matt Stout, president of the Woodstock Area Mountain Bike Association, presented the application for a parade permit for a community bicycle event. He explained that the event, previously known as the Maxis Eastern State Cups, is now being run independently by WAMBA. Stout clarified that it is not a race on public roads, with riders only being timed on Trail networks. He outlined safety measures, including staggered starts, consultation with police for traffic control, and a cap on participants. The event is scheduled for Sunday, August 17th.

Board members raised concerns about safety, referencing a past incident on Long Hill Road. Stout assured the board that measures are in place to prevent such issues, including instructing riders to ride single file on public roads. Matt Stout also mentioned coordination with Woodstock EMS and the fire chief for safety planning.

Motion: by Susan Ford to approve the Woodstock Triple Crown Throwdown on condition of the insurance certificate (6:43 PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Cannabis License

Eric Duffy explained that the state allows cannabis license applications to remain confidential. He noted that this was a renewal license for an ongoing full retail license.

Motion: by Laura Powell to approve the Cannabis License (6:45 PM)

Seconded: by Susan Ford

Vote: 5-0-0, passed

Sewer Abatement- Woodstock Terrace

Kate Heaton the owner of Terrace Communities, presented the case for a sewer abatement for Woodstock Terrace. She explained that their water usage had unexpectedly increased from 33,000 to 82,000 cubic feet, resulting in a significant increase in their sewer bill. After extensive investigation, they determined that a valve in their walk-in cooler had been blocked open, likely due to debris from a water main repair following flooding last year.

Motion: by Susan Ford to deny the abatement request as it does not meet the established guidelines, but to allow Woodstock Terrace to work out a payment plan with the Town (7:07 PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Sewer Abatement- 4980 South Road, South Woodstock

Susan Kearns requested an abatement for 4980 South Road, explaining that the property was incorrectly listed as multifamily when there are only two occupants. The board confirmed that this situation falls under the guidelines for abatement due to a change in the number of people living in the home.

Motion: by Susan Ford to approve the Sewer Abatement of 4980 South Road (7:10PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Waste Water Plant Renovation: Dewatering Addition

The Board discussed adding a dewatering section to the wastewater plant renovation design. It was noted that including this in the current design phase would be more cost-effective than adding it later. Susan Ford shared information from her research on similar systems in other towns, noting that Saco Maine is installing a similar system and uses a centrifuge dewatering system for approximately 2,500 wet tons per year.

Motion: by Laura Powell to approve adding the dewatering addition to the wastewater plant renovation design (7:12PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

Chamber of Commerce Ex Officio Appointment

Eric Duffy suggested appointing a Selectboard member as an ex-officio to the Chamber of Commerce to improve communication between the town and the Chamber of Commerce. After discussion, it was decided to appoint two members with a meeting scheduled for July 17th.

Motion: by Laura Powell to appoint Keri Cole and Susan Ford as the Chamber of Commerce's ex officio appointment (7:15PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

Solar Panels

Eric Duffy presented the renewal for the solar panel service contract, explaining that the set fee would likely be more cost-effective than paying for individual service calls.

Motion: by Susan Ford to approve the All Earth Solar Panel (7:16PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Water Rates

Eric proposed maintaining the current water rate structure for the upcoming billing cycle to ensure consistency as they transition to town ownership of the water system. He presented the specific rates for board approval.

Motion: by Laura Powell to continue the water rates as follows: 0.02961 cents per cubic foot, which mimics the billing structure of the aqueduct, and pipe size fees as follows: 1 inch - \$2.42, 1.5 inch - \$4.00, 2 inches - \$6.65, 3 inches - \$14.60, 4 inches - \$19.47, 6 inches - \$30.00. (7:17PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

F. Discussion

Town Marketing Plan

Jessica Kirby presented an update on the Town's marketing efforts and goals for 2025. Key points included:

1. Goals for 2025: Reinvigorate Woodstock's brand presence and identity, develop a unifying brand message, attract visitors year-round, foster community engagement, support resident retention and new relocation, and encourage business growth.
2. Current strategy: Focus on the town's own channels (website, blog, email list, social media), with content geared towards events and things to do in Woodstock.

3. Website redesign: Working with Bytes for a fall launch, focusing on brand identity and messaging.
4. Formation of a marketing and events committee: Jessica Kirby proposed roles including a chair, digital marketing lead, business and tourism liaison, community engagement lead, events liaison, and economic development adviser.
5. Website redesign update: Initial design meeting held, with three options presented for feedback.

Eric Duffy mentioned that he and Jessica Kirby are working on developing job descriptions and guidelines for the marketing role and committee. The board discussed potentially appointing people to the marketing committee at the July meeting.

Roger Logan offered to serve on the committee and suggested conducting an SEO audit that includes answer optimization for AI-driven search results.

VTrans Bike and Pedestrian Program Grant

Mike Green discussed the VTrans Bike and Pedestrian grants available for a scoping study for Town and region to look at their Cycling and walkability infrastructure. Which includes bike lanes, signage and crosswalks to help with creating safer designs. Mike Green wrote the scoping study with feedback from community members and the Selectboard.

Motion: by Susan Ford for the Selectboard to write a letter of support for the Grant request. (7:39PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

EDC Incentives Discussion

Laura Powell presented an update on the Economic Development Commission (EDC) incentives:

1. Storefront grant program: Only one recipient since 2018, with a recommendation to pause the program until the new economic development director is hired.
2. Housing incentives: Four current programs (ADU new workforce rental, multi-unit housing rental, rental locals, and home share), with limited applications and success.
3. The board discussed the effectiveness of these programs and whether to continue, modify, or pause them until the new economic development director is in place.

Roger Logan suggested putting all incentives on hold unless there are applications in the pipeline, allowing the new economic development director to evaluate and potentially redesign the programs.

SB Protocol

Eric Duffy discussed reinforcing the agenda policy created about two years ago, which outlines the process for creating and distributing meeting agendas and materials. He

suggested compiling all guidelines into a single package for the board to vote on at the next regular meeting. Also for the packet to be put onto the website.

G. Approval of Minutes

Byron Kelly raised concerns about the accuracy of the minutes from the May 29, 2025 meeting.

Rogar Logan stated that the minutes in terms of understanding what was discussed in the meeting have improved greatly.

Minutes were tabled.

H. Potential Executive Session 1 V.S.A 313

Motion: by Susan Ford to go into an Executive Session 1 V.S.A After making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage:

Contracts Discussion (8:09PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed (Returned 9:05PM)

Motion: by Laura Powell to exit executive Session (9:05PM)

Seconded: by Greg Fullerton

Vote: 5-0-0, passed

I. Adjournment

Motion: by Laura Powell to adjourn the meeting at (9:05PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Respectfully submitted,

Kitty Mears Koar