

**Town & Village of Woodstock**  
**Town Selectboard & Board of Trustees Joint Meeting**  
**June 26<sup>th</sup>, 2025**  
**5:00PM**  
**Town Hall & Zoom**  
**Minutes**

**Draft minutes are subject to approval.**

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

**Present Trustees:** Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Lisa Lawlor

**Public:** Nico Seldon, Byron Kelly, Roger Logan

**Staff:** Eric Duffy, Chris O’Keeffe,

**Call to order**

**1. Trustees**

- a. Vice Chair Seton McIlroy called the Trustee meeting of June 26th to order at 5:00PM

**2. Selectboard**

- a. Chair Ray Bourgeois called the Selectboard meeting of June 26th to order at 5:00PM

**B. Additions or Deletions from the Agenda**

**IT Contract**

**C. Citizen’s Comments**

Nicholas Seldon addressed the Boards regarding Municipal Manager Eric Duffy's annual performance review.

**D. Vote**

**Village Only- Purchase of one Police Vehicle**

The Boards discussed the purchase of a replacement police vehicle. It was stated that this was not an additional car, but a replacement for two previously purchased cars that were not working. The full amount paid for the old car would be refunded, making this purchase essentially a wash in terms of budget impact.

Motion: By Vice Chair Jeffrey Kahn for the Contract as presented (5:08PM)

Seconded: by Brenda Blakeman

Vote: 5-0-0 passed

**Town and Village Police Coverage Contract**

The board discussed the Town and Village Police coverage contract. It was noted that the contract was available online for public review.

Byron Kelly expressed concern over the previous joint meeting minutes and his opinion of the police contract. Roger Logan expressed appreciation for the month-to-month basis of the contract, stating it would allow time to review police department operations and ensure efficient use of resources.

Motion: By Vice Chair Jeffrey Kahn to approve the Police Coverage Contract as presented on a month-to-month basis (5:12PM)

Seconded: by Frank Horneck

Vote: 5-0-0 passed

### **IT Contract**

Eric Duffy presented information on a new IT contract with Datamann. He explained that the current contract with Hanover was ending, and after evaluating multiple vendors, Datamann was recommended. The contract would be for one year starting July 1st at \$34,800, with the option to extend or reevaluate at the end of the year. It was noted that Datamann also provides services to other local organizations.

Motion: by Susan Ford to approve the Datamann IT Contract (5:16PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

Motion: By Vice Chair Jeffrey Kahn to approve the Datamann Contract as presented (5:16PM)

Seconded: by Frank Horneck

Vote: 5-0-0 passed

### **Procurement Policy**

A procurement policy was presented for approval. It was noted that some changes had been made that morning based on board member feedback. The policy would provide guidelines for procuring services and would be part of a larger financial policy in the future.

Motion: by Laura Powell to approve the procurement policy (5:17PM)

Seconded: by Keri Cole

Vote: 5-0-0, passed

Motion: By Vice Chair Jeffrey Kahn to approve the procurement policy (5:17PM)

Seconded: by Brenda Blakeman

Vote: 5-0-0 passed

### **Audit Vendor Contract**

Eric Duffy presented information on the audit vendor contract. Only one firm responded to the RFP, which was the current firm being used. The firm agreed to complete the audit by December and included a waiver to allow termination after one year if their services were unsatisfactory. The price quoted was within the budgeted amount.

Motion: by Susan Ford to approve the audit services contract as presented by budget (5:20PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Motion: By Vice Chair Jeffrey Kahn to approve the audit services contract as presented by budget (5:20PM)

Seconded: by Frank Horneck

Vote: 5-0-0 passed

### **Municipal Manager Annual Review Date**

Eric Duffy requested that the board set a date for his annual review, as the June 30th deadline in his contract would not be met. After discussion, the board agreed to conduct the review on July 8th at 5:30 PM.

Motion: by Susan Ford for July 8th at 5:30 PM for the Municipal Manager's annual review date (5:24PM)

Seconded: by Laura Powell

Vote: 5-0-0, passed

Motion: By Vice Chair Jeffrey Kahn for July 8th at 5:30 PM for the Municipal Manager's annual review date (5:24PM)

Seconded: by Seton Mcilroy

Vote: 5-0-0 passed

## **E. Discussion**

### **Review of Goals and Objectives**

### **Possible funding for Village and Town Decorations**

These discussion items were tabled due to time constraints.

## **F. Potential Executive Session 1 V.S.A 313**

Motion: By Vice Chair Jeffrey Kahn to enter Executive Session 1 V.S.A 313 (5:26PM)

After making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage

Seconded: By Seton Mcilroy

Vote: 5-0-0 passed

Motion: By Vice Chair Jeffrey Kahn to enter Executive Session 1 V.S.A 313 to Discuss the Town's pending litigation case number 25 CV 10824. (5:26PM)

Seconded: By Frank Horneck

Vote: 5-0-0 passed

Motion: by Susan Ford to enter Executive Session 1 V.S.A 313 (5:27PM)

After making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage

Seconded: by Laura Powell

Vote: 5-0-0, passed

Motion: By Susan Ford to enter Executive Session 1 V.S.A 313 to Discuss the Town's pending litigation case number 2 5 CV 1 0 8 2 4.  
(5:26PM)

Seconded: By Laura Powell

Vote: 5-0-0 passed

Returned at 5:53PM

**G. Other Business - None**

**H. Adjournment**

**1. Selectboard**

Motion: by Greg Fullerton to adjourn the meeting at 5:54 PM

Seconded: by Laura Powell

Vote: 5-0-0, passed

**2. Trustees**

Motion: by Jeffrey Kahn to adjourn the meeting at 5:54PM

Seconded: by Seton Mcilroy

Vote: 5-0-0, passed

*Respectfully submitted,  
Kitty Mears Koar*