

**Town & Village of Woodstock**  
**Town Selectboard & Board of Trustees Special Joint Meeting**  
**July 30th, 2025**  
**5:30PM**  
**Town Hall & Zoom**  
**Minutes**

**Draft minutes are subject to approval.**

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

**Present Trustees:** Chair Seton Mcilroy, Vice Chair Jeffrey Kahn, Brenda Blakeman, Lisa Lawlor

**Public:** Nico Seldon, Butch Sutherland, Ben Brickner, Lauren Fisher

**Staff:** Eric Duffy

**Call to order**

**1. Selectboard**

- a. Vice Chair Susan Ford called the Selectboard meeting of July 30th to order at 5:30PM

**2. Trustees**

- a. Vice Chair Jeffrey Kahn called the Trustee meeting of July 30th to order at 5:30PM

**B. Additions or Deletions from the Agenda- None**

**C. Citizen's Comments**

Nicholas Seldon addressed the Boards regarding Town Manager Erin Duffy, and he commented on the legal fee associated with a lawsuit pending in Woodstock.

Butch Sutherland spoke in support of the Town Manager, stating that after having worked with approximately 12 Town Managers in Woodstock's history, he believed the current manager was doing an excellent job.

Ben Brickner, Chair of the Pomfret Selectboard, expressed his positive experiences working with Eric Duffy on matters such as traffic-related road closures and shared services agreements. He described the Town Manager as responsive, thoughtful, and an honest broker who consistently puts Woodstock's needs first while remaining respectful and creative in finding solutions.

**D. Potential Executive Session 1 V.S.A 313**

The appointment or employment or evaluation of a public officer or employee.

Motion: by Seton Mcilroy to go into a potential executive session for the Evaluation of a public officer under the provisions of title 1, section 31-A.3 of the Vermont statute at (5:41 PM)

Seconded: by Lisa Lawlor

Vote: 4-0-0, passed

Motion: by Laura Powell to go into a potential executive session for the Evaluation of a public officer under the provisions of title 1, section 31-A.3 of the Vermont statute at (5:41 PM)

Seconded: by Keri Cole

Vote: 4-0-0, passed

Motion: by Laura Powell to exit executive session (6:09 PM)

Seconded: by Greg Fullerton

Vote: 4-0-0, passed

Motion: by Jeffrey Kahn to exit executive session (6:09 PM)

Seconded: by Lisa Lawlor

Vote: 4-0-0, passed

## **E. Discussion**

### **Municipal Manager's Annual Review**

Susan Ford explained the evaluation process for the Municipal Manager, noting that department heads were asked specific questions with responses provided anonymously to the boards. The Town Manager does not see these responses. The Chair reported that all department heads responded positively and were very pleased with Eric Duffy as Municipal Manager.

Motion: by Laura Powell to allocate a bonus for the Municipal Manager in the amount of \$10,000 across the three departments. (6:11 PM)

Seconded: by Greg Fullerton

Vote: 4-0-0, passed

Motion: by Jeffrey Kahn to allocate a bonus for the Municipal Manager in the amount of \$10,000 across the three departments. (6:11 PM)

Seconded: by Brenda Blakeman

Vote: 4-0-0, passed

### **Funding Allocation for Village Decorations**

- **Holiday Lights and Flower Baskets**

Jeffrey Kahn noted in the past 100% of the funds for Village decorations came from the 1% tax, but he suggested that going forward, it would be better if the Village picked up \$3,000 of those expenses and the Chamber of Commerce picked up another \$3,000. Jeffrey Khan noted the total annual expense for baskets, lights, and maintenance of the baskets was estimated to be between \$12,000-15,000.

Eric Duffy raised whether this proposed arrangement was for the current year only or for future years as well. Jeffrey Kahn clarified that the proposal was for this year with consideration for future years.

Lauren Fisher, representing the Chamber of Commerce, stated that for the current year, the Chamber would have difficulty contributing \$3,000 due to board and leadership transitions. He noted that they were not yet at the level of functioning expected for the future.

It was clarified that the Selectboard had already decided at their May meeting that the local options tax would cover all decoration expenses for the current year. With the budget already had been voted on at a past meeting. The Board members discussed possibly revisiting the funding allocation during budget discussions in December or March. No formal vote was taken on this item as it was presented for discussion only.

#### **D. Approval of Minutes**

Motion: by Vice Chair Jeffrey Kahn to approve the minutes for July 8<sup>th</sup> 2025.(6:16PM)

Seconded: by Brenda Blakeman

Vote: 3-0-0, passed (Chair Seton Mcilroy abstained)

Motion: by Laura Powell to approve the minutes for July 8<sup>th</sup> 2025. (6:16PM)

Seconded: by Greg Fullerton

Vote: 4-0-0, passed

#### **E. Adjournment**

Motion: by Chair Seton Mcilroy to adjourn the meeting at 6:17 PM

Seconded: by Jeffrey Kahn

Vote: 4-0-0, passed

Motion: by Laura Powell to adjourn the meeting at

6:17 PM Seconded: by Greg Fullerton

Vote: 4-0-0, passed

*Respectfully submitted,*

*Kitty Mears Koar*

**Signature:** 

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