

Town & Village of Woodstock
Town Selectboard & Village Trustees Special Joint Meeting
December 4th, 2025
5:30 AM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.

Present Selectboard: Chair Ray Bourgeois, Vice Chair Susan Ford, Laura Powell, Keri Cole, Cliff Johnson

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

Staff: Eric Duffy

Call to order

1. Selectboard

- a. Chair Ray Bourgeois called the Selectboard Meeting of December 4th to order at 5:30 PM

2. Trustees

- a. Chair Seton Mcilroy called the Trustee Meeting of December 4th to order at 5:30 PM

B. Additions or Deletions from the posted Agenda

Proposed executive session 1 V.S.A 313

C. Votes

FY26-27 Goals and Objectives

Eric Duffy presented the FY26-27 goals and objectives, noting several were already in progress:

- The Main Wastewater Plant was already moving forward with the Selectboard planning for a Town Meeting vote in March
- A first draft of the capital plan has been forwarded to the Boards
- Improvement of Town Hall technology had received a reasonable quote and would likely move forward
- The zoning bylaw update was progressing through the Planning Commission

Eric Duffy explained a new approach to help the boards understand the resource impacts of goals, showing detailed breakdowns of staff and board member time requirements for several examples:

- The Wastewater Plant project would require 6-7 staff members spending 2-10 hours weekly
- Analyzing a potential merger would also require significant staff time

Based on both boards' rankings of importance, many goals scored highly (8 or above on a 10-point scale), including Wastewater Planning, Merger analysis, Capital Planning, traffic improvements, updating bylaws, and housing development.

Ray Bourgeois suggested prioritizing the Wastewater Treatment Plant, emphasizing it as the most critical infrastructure need that would affect the entire community's future development. All members agreed this should be the top priority.

Laura Powell noted the importance of starting to investigate a potential merger, acknowledging it would require significant information gathering but would benefit the community long-term.

Jeffrey Kahn suggested combining committees where possible to improve efficiency, mentioning Village and Town Development and Design Review as an example.

After discussion, both boards agreed to focus on four main goals:

1. Wastewater Treatment Plant planning and implementation
2. Analysis of a potential merger (gathering information rather than implementing)
3. Board protocols development (primarily board-led with minimal staff time)
4. Housing development (directing the Economic Development Director to create plans for adding housing units)

Motion: By Vice Chair Susan Ford to adopt the goals as stated: Wastewater Treatment Plant, redirect and condense committees, analyze a potential merger, board protocols, and housing (6:08 PM)

Seconded: By Cliff Johnson

Vote: 5-0-0 passed

Motion: By Chair Seton Mcilroy to adopt the goals as stated: Wastewater Treatment Plant, redirect and condense committees, analyze a potential merger, board protocols, and housing (6:08PPM)

Seconded: By Jeffrey Kahn

Vote: 5-0-0 passed

Eric Duffy thanked both boards for their work on the goal-setting process, noting it would help guide staff time allocation and budget priorities.

Eric Duffy then presented the department head budget requests, noting they would result in significant increases if approved as submitted:

- 13.5% projected tax increase for the Town
- 40% tax increase for the Village
- 9% rate increase on sewer
- 60% rate increase on water rates

Eric Duffy clarified these were department requests without his analysis, and noted his budget recommendations would be ready soon - by Tuesday for the Trustees meeting. He explained current revenue projections were conservative, and new parking fee revenues were not yet included since they hadn't been approved.

Several questions were raised about the process for reviewing budgets with department heads and how to compare the original requests against the Manager's recommendations.

D. Citizen Comments – Three Minutes per participant- None

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

Motion: By Chair Seton McIlroy to enter Executive Session 1 V.S.A 313 to discuss the Village Conservancy contract (6:20 PM)

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 Jeffrey Kahn

Vote: 5-0-0 passed

Motion: By Vice Chair Susan Ford to enter Executive Session 1 V.S.A 313 to discuss the Village Conservancy contract (6:20 PM)

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 Cliff Johnson

Vote: 5-0-0 passed

Motion: By Chair Seton McIlroy to Exit Executive Session 1 V.S.A (6:32PM)

Seconded: By Jeffrey Kahn

Vote: 5-0-0 passed

Motion: By Vice Chair Susan Ford to exit Executive Session 1 V.S.A (6:32PM)

Seconded: By Cliff Johnson

Vote: 5-0-0 passed

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

Motion: By Chair Seton McIlroy to enter Executive Session 1 V.S.A 313 1A to discuss the appointment, employment, or evaluation of a public officer or employee provided that the public body to make a final decision to hire or appoint a public officer or employee in an open meeting to explain the reasons for its final decision during that open meeting. (6:33 PM)

Seconded: By Jeffrey Kahn

Vote: 5-0-0 passed

Motion: By Vice Chair Susan Ford to enter Executive Session 1 V.S.A 313 1A to discuss the appointment, employment, or evaluation of a public officer or employee provided that the public body to make a final decision to hire or appoint a public officer or employee in an open meeting to explain the reasons for its final decision during that open meeting. (6:33 PM)

Seconded: By Cliff Johnson

Vote: 5-0-0 passed

Motion: By Susan Ford to exit Executive Session 1 V.S.A (6:54PM)

Seconded: By Cliff Johnson
Vote: 5-0-0 passed

Motion: By Chair Seton Mcilroy to Exit Executive Session 1 V.S.A
(6:54PM)

Seconded: By Jeffrey Kahn
Vote: 5-0-0 passed

G. Approval of Minutes

Motion: By Vice Chair Susan Ford to approve the minutes 10.23.25, 10.30.25,
11.06.25 (6:54PM)

Seconded: By Cliff Johnson
Vote: 5-0-0 passed

Motion: By Seton Mcilroy to approve the minutes 10.23.25, 10.30.25,
11.06.25 (6:54PM)

Seconded: By Jeffrey Kahn
Vote: 5-0-0 passed

H. Adjournment

Motion: by Vice Chair Susan Ford to adjourn the meeting at (6:54 PM)

Seconded: by Cliff Johnson
Vote: 4-0-0, passed

Motion: by Chair Seton Mcilroy to adjourn the meeting at (6:54 PM)

Seconded: by Jeffrey Kahn
Vote: 5-0-0, passed

*Respectfully submitted,
Kitty Mears Koar*

X

Frank Horneck

Brenda Blakeman

Lisa lawlor

J Kahn

Raymond Bourgeois

Susan B. Ford

Keri Cole

Cliff Johnson

Laura Powell

Signature: 
E. Seton L. McIlroy (Dec 23, 2025 15:20:49 EST)
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Brenda Blakeman (Dec 22, 2025 10:02:59 EST)
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