

Town of Woodstock
Special Selectboard Meeting
March 19th, 2026
06:00PM
Town Hall & Zoom
Agenda

A. Call to order

B. Additions to & deletions from posted agenda

C. Citizen Comments – three-minute Limit

D. Manager’s Update and Finance Report

E. Discussion

1. July 4th committee update
2. Marketing committee update
3. Wassail Committee update
4. Chamber of Commerce LOT Budget Presentation
5. Selectboard Meeting Protocol memo
6. Vondell Purchase and Sale Conservation Document
7. Merger analysis working group
8. Housing group

F. Vote

1. Liquor License
 - a. Kedron Inn- 1st, 2nd, 3rd, OCP
 - b. 4 Mechanic, LLC 1st, 3rd, OCP
 - c. R. L. Vallee, Inc. – 2nd, Tabacco
 - d. F. H. Gillingham & Sons, Inc – 2nd Class
 - e. Farmer and the Bell – 1st Class
2. Appointment to Town Development Review Board
 - a. Nina Phalen
3. Letter of Thanks- Economic Development Committee
4. Potential Disbanding of the Economic Development Committee
5. Housing economic development strategy
6. Village conservancy trees planting plan
7. Setting Advertising Fees for Woodstockvt.com
8. Driveway Variance –0 Carlton Hill Road
9. Delegation of Accounts Payable Warrant Review and Approval
10. Selectboard Meeting Schedule

G. Approval of Minutes

02.17.26

02.19.26

03.04.26

03.10.26

H. 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

You can also download the Zoom app on your smartphone

WATER GENERAL FUND

Account	Budget	Actual	% of Budget
H-4001-000 Water Billed Revenue	0.00	-427.75	100.00%
H-4002-000 Water interest revenue	0.00	2,490.82	100.00%
H-4003-000 Water Penalty Revenue	0.00	3,349.72	100.00%
H-4004-000 Non-Usage Water Revenue	0.00	1,667.98	100.00%
Total Revenues	0.00	7,080.77	100.00%
H-5021-100 Salaries & Wages	166,000.00	100,294.87	60.42%
H-5021-197 Employer Healthcare Cost	20,830.00	29,709.21	142.63%
H-5021-198 CCC - Water company	750.00	380.41	50.72%
H-5021-199 Employer Paid Benefits	33,200.00	22,024.50	66.34%
H-5021-201 Operating Supplies	44,860.00	48,863.72	108.92%
H-5021-202 Office Supplies	1,000.00	78.40	7.84%
H-5021-203 Insurance	7,000.00	0.00	0.00%
H-5021-204 Postage	13,114.00	14.25	0.11%
H-5021-205 Utilities	41,496.00	23,717.81	57.16%
H-5021-207 Audit Expense	7,000.00	0.00	0.00%
H-5021-305 Other Purchased Services	20,000.00	15,604.23	78.02%
H-5021-306 Uniforms Maintenance	0.00	1,286.43	100.00%
H-5021-310 Laboratory Testing	2,000.00	1,450.24	72.51%
H-5021-502 Communications	0.00	1,821.33	100.00%
H-5021-503 Fuel	4,000.00	1,814.71	45.37%
H-5021-602 Well Redevelopment	0.00	28,330.00	100.00%
H-5021-703 Repairs and Maintenance	80,000.00	30,829.29	38.54%
H-5021-802 Bond Interest Payment	238,976.17	168,300.00	70.43%
H-5029-001 Capital - Tank Replacemen	25,000.00	25,000.00	100.00%
H-5029-002 Capital - Pipe Replacemen	15,000.00	15,000.00	100.00%
H-5029-003 Capital - Infrastructure	15,000.00	15,000.00	100.00%
H-5099 H - Capital Spending	0.00	0.00	0.00%
H-540 Water Department Grants	0.00	1,416.00	100.00%
H-5402-000 NBRC - Matching Funds	0.00	1,416.00	100.00%
Total Water Department Grants	0.00	1,416.00	100.00%
Total Appropriations	735,226.17	530,935.40	72.21%
Total WATER GENERAL FUND	-735,226.17	-523,854.63	
Total All Funds	-735,226.17	-523,854.63	

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-400 TAX REVENUE- ALL			
1-4001-000 Real Estate Taxes	6,682,959.54	6,682,960.23	100.00%
1-4002-000 Delinquent Interest	65,000.00	63,366.74	97.49%
1-4003-000 Delinquent Penalty	80,000.00	-844.16	-1.06%
1-4004-000 In Lieu of Taxes	10,000.00	12,394.56	123.95%
1-4005-000 Land Use/Hold Harmless	340,000.00	374,710.00	110.21%
1-4006-000 Rockefeller Endowment	89,700.00	88,500.00	98.66%
Total TAX REVENUE- ALL	7,267,659.54	7,221,087.37	99.36%
1-401 RENTAL INCOME			
1-4015-000 Pentangle Rental	12,210.00	9,157.50	75.00%
1-4016-000 Chamber of Commerce Rent	6,600.00	2,500.00	37.88%
Total RENTAL INCOME	18,810.00	11,657.50	61.98%
1-402 FEES & PERMITS			
1-4022-000 Overweight Permits	600.00	215.00	35.83%
1-4024-000 Alarm System Registration	7,100.00	4,650.00	65.49%
Total FEES & PERMITS	7,700.00	4,865.00	63.18%
1-403 TOWN CLERK FEES			
1-4031-000 Dog Licenses	1,250.00	373.00	29.84%
1-4032-000 Liquor Licenses	2,700.00	1,635.00	60.56%
1-4033-000 Marriage Licenses	350.00	705.00	201.43%
1-4034-000 Recording Fees	33,500.00	26,217.00	78.26%
1-4035-000 Use of Records	1,200.00	796.00	66.33%
1-4036-000 Town Clerk Copies	11,500.00	8,238.00	71.63%
1-4037-000 Restoration of Records	0.00	9,422.00	100.00%
1-4039-000 Town Clerk Miscellaneous	200.00	226.00	113.00%
Total TOWN CLERK FEES	50,700.00	47,612.00	93.91%
1-404 FRONT OFFICE FEES			
1-4046-000 Front Office Copies	0.00	9.00	100.00%
Total FRONT OFFICE FEES	0.00	9.00	100.00%
1-405 PLANNING & ZONING			
1-4051-000 Zoning Permits	65,000.00	63,852.62	98.23%
1-4052-000 Zoning Maps & Regulations	100.00	0.00	0.00%
Total PLANNING & ZONING	65,100.00	63,852.62	98.08%
1-406 PARKS			
Total PARKS	0.00	0.00	0.00%
1-407 INTEREST INCOME			

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-4071-000 General Interest Income	50,000.00	43,503.60	87.01%
Total INTEREST INCOME	50,000.00	43,503.60	87.01%
1-408 AMBULANCE & FIRE DEPT			
1-4081-000 Ambulance Services	905,000.00	595,945.00	65.85%
1-4082-000 Ambulance Contract Fees	0.00	-6,775.00	100.00%
1-4083-000 Ambulance Per Capita Fees	170,000.00	0.00	0.00%
1-4085-000 Misc. Fire	0.00	10,837.65	100.00%
Total AMBULANCE & FIRE DEPT	1,075,000.00	600,007.65	55.81%
1-409 MISCELLANEOUS			
1-4091-000 Miscellaneous Revenue	0.00	12,441.11	100.00%
1-4091-002 Bank Recon Items	0.00	-1,117.16	100.00%
1-4091-004 Short Term Rental Town	0.00	4,570.00	100.00%
1-4093-000 Town Highway State Aid	135,000.00	117,875.55	87.32%
1-4093-001 Village Highway State Aid	46,000.00	39,271.02	85.37%
1-4095-000 Dispatching/Vill Police	64,730.00	64,730.00	100.00%
1-4095-001 Dispatching/Other Towns	56,360.00	5,000.00	8.87%
1-4095-002 Dispatching/ County	0.00	99,900.00	100.00%
Total MISCELLANEOUS	302,090.00	342,670.52	113.43%
1-44 GRANT REVENUE			
1-4429-000 Cooperative Mng Agree	0.00	148,594.00	100.00%
1-4438-000 FEMA '24	0.00	16,206.58	100.00%
1-4439-000 DPS - ERAF grant	0.00	25,282.26	100.00%
Total GRANT REVENUE	0.00	190,082.84	100.00%
1-450 MANDATORY DRAWBACK			
1-4501-000 Abatements	-4,000.00	-7.47	0.19%
1-4502-000 Ambulance Drawback	-490,000.00	-321,735.90	65.66%
Total MANDATORY DRAWBACK	-494,000.00	-321,743.37	65.13%
1-460 COMMUNITY CONTRIBUTIONS			
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
1-470 TRANSFERS IN			
1-4702-000 Transfer from Trustee	1,500.00	7,500.00	500.00%
Total TRANSFERS IN	1,500.00	7,500.00	500.00%
1-485 BILLINGS PARK			
Total BILLINGS PARK	0.00	0.00	0.00%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-489 TOWN FOREST			
1-4897-000 Town Forest Lease	7,800.00	0.00	0.00%
Total TOWN FOREST	7,800.00	0.00	0.00%
Total Revenues	8,352,359.54	8,211,104.73	98.31%
1-5001 GRANTS/CONTRIB-TRUST FUND			
Total GRANTS/CONTRIB-TRUST FUND	0.00	0.00	0.00%
1-5002 GRANTS/CONTRIB-GENL FUND			
1-5002-907 Pentangle	0.00	42,000.00	100.00%
1-5002-908 NormanWilliamsPubLibrary	0.00	51,250.00	100.00%
1-5002-916 Woodstock Council Aging	0.00	31,900.00	100.00%
1-5002-917 Windsor County Mentors	0.00	2,500.00	100.00%
1-5002-918 HealthCare/RehabilService	0.00	3,247.00	100.00%
1-5002-919 WISE	0.00	3,000.00	100.00%
1-5002-927 Woodstock History Center	0.00	10,000.00	100.00%
1-5002-967 Senior Solutions	0.00	6,000.00	100.00%
1-5002-970 Ottauq Health Foundation	0.00	30,000.00	100.00%
1-5002-972 Public Health Council UV	0.00	3,000.00	100.00%
1-5002-974 Woodstock Adult Day Servi	0.00	20,000.00	100.00%
Total GRANTS/CONTRIB-GENL FUND	0.00	202,897.00	100.00%
1-5003 CULTURE & RECREATION			
1-5003-807 LittleTheaterBondPayment	11,000.00	0.00	0.00%
1-5003-808 LittleTheaterBondInterest	4,000.00	1,329.04	33.23%
1-5003-916 Woodstock Council Aging	11,000.00	12,300.00	111.82%
1-5003-921 Parades	3,000.00	1,903.00	63.43%
1-5003-922 Town Library Contribution	154,000.00	154,000.00	100.00%
1-5003-923 Woodstock Rec Center	237,000.00	234,550.00	98.97%
1-5003-924 Fireworks	14,000.00	14,694.00	104.96%
1-5003-927 Pentangle	36,000.00	36,000.00	100.00%
Total CULTURE & RECREATION	470,000.00	454,776.04	96.76%
1-5004 HEALTH OFFICER			
1-5004-100 Salaries & Wages	2,000.00	1,471.12	73.56%
1-5004-199 Employer Paid Benefits	250.00	110.20	44.08%
1-5004-208 Water Testing Supplies	100.00	0.00	0.00%
1-5004-601 Travel & Transportation	50.00	0.00	0.00%
1-5004-603 Dues, Subs & Meetings	50.00	0.00	0.00%
Total HEALTH OFFICER	2,450.00	1,581.32	64.54%
1-5010 GOVERNMENT BUILDINGS			
1-5010-201 Operating Supplies	3,000.00	1,267.31	42.24%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5010-305 Other Purchased Services	10,000.00	14,757.25	147.57%
1-5010-309 Custodial Services	14,000.00	7,140.00	51.00%
1-5010-501 Utilities	36,000.00	32,388.33	89.97%
1-5010-703 Bldg Repairs & Mainte	25,000.00	13,361.67	53.45%
1-5010-706 EEI	83,738.56	83,738.56	100.00%
Total GOVERNMENT BUILDINGS	171,738.56	152,653.12	88.89%
1-5011 SELECT BOARD			
1-5011-100 Salaries & Wages	5,000.00	5,038.46	100.77%
1-5011-197 Employer Healthcare cost	590,000.00	349,185.66	59.18%
1-5011-198 CCC tax Town	15,332.77	7,617.66	49.68%
1-5011-199 Employer Paid Benefits	600.00	385.44	64.24%
1-5011-200 Addt'l Wages Dispatch Con	50,000.00	0.00	0.00%
1-5011-302 Legal Services	57,500.00	17,854.88	31.05%
1-5011-313 Community Television	0.00	7,500.00	100.00%
1-5011-603 Dues, Subs & Meetings	6,000.00	4,997.27	83.29%
1-5011-612 Printing Town Report	4,000.00	3,915.80	97.90%
1-5011-613 Regional Energy Coordinat	40,016.00	40,015.00	100.00%
1-5011-615 Advertising	1,000.00	0.00	0.00%
1-5011-616 WES Parking lot	1,000.00	0.00	0.00%
1-5011-707 Water Capital projects	120,000.00	0.00	0.00%
Total SELECT BOARD	890,448.77	436,510.17	49.02%
1-5012 EXECUTIVE			
1-5012-100 Salaries & Wages	179,850.00	131,092.73	72.89%
1-5012-199 Employer Paid Benefits	35,970.00	34,302.84	95.37%
1-5012-200 Wellness	715.00	1,630.19	228.00%
1-5012-314 IT Infrastructure	18,700.00	5,762.34	30.81%
1-5012-603 Dues, Subs & Meetings	4,070.00	4,993.30	122.69%
1-5012-615 Advertising	297.00	0.00	0.00%
Total EXECUTIVE	239,602.00	177,781.40	74.20%
1-5013 OFFICE ADMINISTRATION			
1-5013-201 Operating Supplies	2,849.00	4,558.39	160.00%
1-5013-202 Office Supplies	3,113.00	3,408.81	109.50%
1-5013-204 Postage	4,400.00	5,709.77	129.77%
1-5013-401 Equipment Maintenance	880.00	1,830.24	207.98%
1-5013-405 Machinery & Equipment	1,809.50	4,441.35	245.45%
1-5013-502 Communications	12,210.00	11,944.66	97.83%
1-5013-505 IT - Town	18,892.50	19,791.72	104.76%
1-5013-615 Advertising	1,540.00	1,423.10	92.41%
Total OFFICE ADMINISTRATION	45,694.00	53,108.04	116.23%
1-5014 AUDITING			
1-5014-301 Professional Services	23,720.00	32,500.00	137.02%
Total AUDITING	23,720.00	32,500.00	137.02%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5015 TREASURER			
1-5015-100 Salaries & Wages	13,000.00	8,500.00	65.38%
1-5015-199 Employer Paid Benefits	2,900.00	636.52	21.95%
1-5015-603 Dues, Subs & Meetings	100.00	0.00	0.00%
Total TREASURER	16,000.00	9,136.52	57.10%
1-5016 ACCOUNTING			
1-5016-100 Salaries & Wages	91,363.16	72,389.25	79.23%
1-5016-199 Employer Paid Benefits	22,550.00	19,458.24	86.29%
1-5016-301 Professional Services	5,802.50	307.87	5.31%
1-5016-305 Other Purchased Services	1,003.75	0.00	0.00%
1-5016-503 NEMRC Support/License	3,135.00	3,196.19	101.95%
1-5016-603 Dues, Subs, Meetings	275.00	377.61	137.31%
Total ACCOUNTING	124,129.41	95,729.16	77.12%
1-5017 TAX LISTING			
1-5017-100 Salaries & Wages	90,462.84	48,269.23	53.36%
1-5017-199 Employer Paid Benefits	15,936.48	3,692.68	23.17%
1-5017-201 Operating Supplies	500.00	205.82	41.16%
1-5017-301 Professional Services	500.00	400.00	80.00%
1-5017-305 Other Purchased Services	1,000.00	235.00	23.50%
1-5017-312 Licensed State Support	1,300.00	1,830.86	140.84%
1-5017-401 Equip Repair & Mainte	2,000.00	2,424.52	121.23%
1-5017-601 Travel & Transportation	200.00	16.80	8.40%
1-5017-603 Dues, Subs & Meetings	100.00	50.00	50.00%
1-5017-604 Mapping	2,500.00	1,500.00	60.00%
1-5017-605 Education	2,000.00	250.00	12.50%
Total TAX LISTING	116,499.32	58,874.91	50.54%
1-5018 TAX COLLECTING			
Total TAX COLLECTING	0.00	0.00	0.00%
1-5019 CAPITAL RESERVE			
1-5019-929 Grand List Update	30,000.00	30,000.00	100.00%
1-5019-931 Town Hall Improvements	50,000.00	50,000.00	100.00%
Total CAPITAL RESERVE	80,000.00	80,000.00	100.00%
1-502 HIGHWAY DEPARTMENT			
1-5021 TRAFFIC CONTROL			
1-5021-201 Operating Supplies	5,000.00	0.00	0.00%
1-5021-715 TrafficControlSigns,Posts	3,500.00	0.00	0.00%
Total TRAFFIC CONTROL	8,500.00	0.00	0.00%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5022 HIGHWAY CONST&MAINT			
1-5022-100 Salaries & Wages	466,748.00	319,614.29	68.48%
1-5022-101 Overtime	86,000.00	52,164.88	60.66%
1-5022-199 Employer Paid Benefits	98,559.00	72,263.81	73.32%
1-5022-201 Operating Supplies	20,000.00	37,612.73	188.06%
1-5022-202 Office Supplies	500.00	94.98	19.00%
1-5022-301 Professional Services	1,000.00	389.23	38.92%
1-5022-305 Other Purchased Services	20,000.00	18,140.00	90.70%
1-5022-307 Emergency Work	1,500.00	0.00	0.00%
1-5022-308 Street Line Painting	16,000.00	10,034.25	62.71%
1-5022-409 Small Tools & Equipment	2,500.00	3,327.83	133.11%
1-5022-425 Rentals	2,000.00	0.00	0.00%
1-5022-502 Communications	4,300.00	4,122.89	95.88%
1-5022-507 Rubbish Removal	33,000.00	27,227.93	82.51%
1-5022-601 Diesel & Gasoline	83,000.00	43,363.44	52.25%
1-5022-707 Spot Gravel	100,000.00	58,172.79	58.17%
1-5022-708 Pavement Patch	1,500.00	1,697.08	113.14%
1-5022-709 St Mandate-Stormwater Mgt	20,000.00	0.00	0.00%
1-5022-711 Street Paving	25,000.00	0.00	0.00%
1-5022-712 Road Stabilization	40,000.00	33,163.47	82.91%
1-5022-716 Roadside Tree Maintenance	25,000.00	0.00	0.00%
1-5022-801 Salt & Sand	210,000.00	156,928.30	74.73%
Total HIGHWAY CONST&MAINT	1,256,607.00	838,317.90	66.71%
1-5023 C&M-BRIDGES&STORMDRAINS			
1-5023-201 Operating Supplies	1,000.00	0.00	0.00%
1-5023-203 Repair & Mainte Supplies	4,500.00	0.00	0.00%
1-5023-305 Other Purchased Services	10,000.00	2,795.00	27.95%
1-5023-307 Engineering Services	5,000.00	0.00	0.00%
1-5023-716 Culverts & Drains	32,500.00	0.00	0.00%
1-5023-717 Catch Basins	7,000.00	0.00	0.00%
1-5023-720 Bridge Rehabilitation	22,500.00	49,500.53	220.00%
Total C&M-BRIDGES&STORMDRAINS	82,500.00	52,295.53	63.39%
1-5024 HIGHWAY EQUIPMENT			
1-5024-201 Operating Supplies	10,000.00	14,835.91	148.36%
1-5024-203 Repair & Maint Supplies	75,000.00	89,419.19	119.23%
1-5024-305 Other Purchased Services	2,000.00	57.00	2.85%
1-5024-407 Excavator Lease/Purchase	28,000.00	27,873.32	99.55%
1-5024-409 Small Tools & Equipment	2,000.00	0.00	0.00%
1-5024-429 2020 Western Star	38,180.00	38,026.30	99.60%
1-5024-430 2020 F550 2-1	10,250.00	10,207.46	99.58%
1-5024-431 Freighliner 2020 BH	27,500.00	27,331.00	99.39%
1-5024-433 2023 Frieghtliner	38,000.00	0.00	0.00%
Total HIGHWAY EQUIPMENT	230,930.00	207,750.18	89.96%
1-5025 SIDEWALK MAINTENANCE			

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5025-727 Sidewalk Maintenance	30,000.00	39,725.00	132.42%
1-5025-728 Sidewalk/Curb Constructio	10,000.00	0.00	0.00%
Total SIDEWALK MAINTENANCE	40,000.00	39,725.00	99.31%
1-5026 STREET LIGHTS			
1-5026-505 Street Lights	50,000.00	34,352.67	68.71%
Total STREET LIGHTS	50,000.00	34,352.67	68.71%
1-5027 PARKS			
1-5027-201 Operating Supplies	2,500.00	6,083.00	243.32%
1-5027-210 Dog Waste Bags	3,500.00	1,147.88	32.80%
1-5027-401 Fence & Park Maintenance	500.00	0.00	0.00%
1-5027-409 Small Tools & Equipment	200.00	0.00	0.00%
1-5027-410 East End -Mowing	5,500.00	3,099.00	56.35%
Total PARKS	12,200.00	10,329.88	84.67%
1-5028 PUBLIC WORKS BUILDINGS			
1-5028-501 Utilities	32,573.00	19,518.37	59.92%
1-5028-703 Bldg Repairs & Mainte	8,000.00	1,735.00	21.69%
1-5028-807 Bond Payment	70,000.00	69,336.76	99.05%
1-5028-808 Bond Payment - Interest	11,500.00	0.00	0.00%
Total PUBLIC WORKS BUILDINGS	122,073.00	90,590.13	74.21%
1-5029 CAPITAL RESERVE			
1-5029-926 Structure repair replacem	25,000.00	25,000.00	100.00%
1-5029-931 Grader	42,500.00	42,500.00	100.00%
1-5029-932 Equip Dump Truck '19	20,000.00	20,000.00	100.00%
1-5029-936 Snow Blower	12,000.00	12,000.00	100.00%
1-5029-937 loader	29,000.00	29,000.00	100.00%
1-5029-945 Slopes/Retaining wall	50,000.00	50,000.00	100.00%
1-5029-956 Emergency Infrastructure	15,000.00	15,000.00	100.00%
1-5029-959 Rt 4 Garage Generator	2,000.00	2,000.00	100.00%
1-5029-961 Street Drain Pipe Repair	5,000.00	5,000.00	100.00%
1-5029-962 Catch Basin Repair	5,000.00	5,000.00	100.00%
1-5029-964 Buildings	5,000.00	5,000.00	100.00%
Total CAPITAL RESERVE	210,500.00	210,500.00	100.00%
Total HIGHWAY DEPARTMENT	2,013,310.00	1,483,861.29	73.70%
1-503 AMBULANCE DEPARTMENT			
1-5030 AMBULANCE OPERATIONS			
1-5030-100 Paramedic/BillingSalWages	110,000.00	81,930.97	74.48%
1-5030-102 Chief EM Serv-SalaryWages	47,122.49	39,056.55	82.88%
1-5030-103 Firefighter/EMT	565,000.00	413,956.03	73.27%
1-5030-197 Firefighter/EMT Benefits	113,000.00	63,308.23	56.02%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5030-198 Chief EM Serv-Benefits	8,482.05	11,876.79	140.02%
1-5030-199 Paramedic/Billing Benefit	19,800.00	34,939.21	176.46%
1-5030-201 Operating Supplies	35,000.00	25,294.67	72.27%
1-5030-202 Office Supplies	3,500.00	2,412.64	68.93%
1-5030-203 Repair & Maint Supplies	450.00	0.00	0.00%
1-5030-207 Paramedic Supplies	4,500.00	0.00	0.00%
1-5030-210 Billing Software	5,200.00	2,789.04	53.64%
1-5030-305 Other Purchased Services	3,500.00	1,335.66	38.16%
1-5030-315 Associates Salary	230,000.00	222,623.25	96.79%
1-5030-318 Paramedic Intercept	5,000.00	1,940.00	38.80%
1-5030-402 Equipment Fire	5,000.00	4,077.75	81.56%
1-5030-418 Personal Protection Equip	1,700.00	0.00	0.00%
1-5030-502 Communications	600.00	0.00	0.00%
1-5030-603 Dues, Subs & Meetings	500.00	447.00	89.40%
1-5030-607 Medical Testing	5,550.00	4,119.00	74.22%
1-5030-810 Uncollectable Accounts	98,000.00	119,592.32	122.03%
1-5030-812 3% Tax VT Patient Income	400.00	0.00	0.00%
1-5030-816 Medicare & Ins Allowance	100.00	2,746.25	2,746.25%
Total AMBULANCE OPERATIONS	1,262,404.54	1,032,445.36	81.78%
1-5031 AMBULANCE VEHICLE			
1-5031-401 Equip Repair & Mainte	0.00	21.98	100.00%
1-5031-405 Ambulance	25,000.00	0.00	0.00%
1-5031-409 Small Tools & Equipment	5,000.00	324.03	6.48%
1-5031-431 Ambulance 1 Maintenance	2,500.00	1,606.20	64.25%
1-5031-432 Ambulance 2 Maintenance	2,500.00	667.40	26.70%
1-5031-433 Ambulance 3 Maintenance	4,000.00	3,837.46	95.94%
1-5031-502 Communications	1,000.00	779.10	77.91%
1-5031-503 Fuel	9,800.00	4,103.30	41.87%
1-5031-601 Travel & Transportation	100.00	0.00	0.00%
Total AMBULANCE VEHICLE	49,900.00	11,339.47	22.72%
1-5032 AMBULANCE TRAINING			
1-5032-105 Training Wages	3,000.00	0.00	0.00%
1-5032-199 Employer Paid Benefits	125.00	0.00	0.00%
1-5032-201 Operating Supplies	3,500.00	465.64	13.30%
1-5032-301 Professional Services	800.00	15.34	1.92%
1-5032-409 Small Tools & Equipment	100.00	0.00	0.00%
1-5032-601 Travel & Transportation	700.00	0.00	0.00%
1-5032-603 Dues, Subs & Meetings	300.00	0.00	0.00%
1-5032-604 Paramedic Class	32,000.00	0.00	0.00%
1-5032-605 State EMS Training	8,500.00	2,060.49	24.24%
Total AMBULANCE TRAINING	49,025.00	2,541.47	5.18%
1-5033 AMBULANCE COMMUNICATIONS			
1-5033-561 Office Phone & Internet	2,250.00	767.47	34.11%
1-5033-562 Vehicle Cell Phones	5,550.00	1,982.45	35.72%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5033-563 Pagers	2,500.00	531.95	21.28%
1-5033-564 Portable Radios	2,800.00	2,800.00	100.00%
1-5033-565 Vehicle Mobile Radios	500.00	0.00	0.00%
Total AMBULANCE COMMUNICATIONS	13,600.00	6,081.87	44.72%
1-5039 CAPITAL RESERVE			
1-5039-906 Cardiac Monitors	6,000.00	6,000.00	100.00%
1-5039-907 Stryker Power Stretcher	5,000.00	5,000.00	100.00%
1-5039-934 Portable Computer	2,500.00	2,500.00	100.00%
1-5039-951 Ambulance 2018	85,000.00	85,000.00	100.00%
1-5039-952 Ambulance 2023	40,000.00	40,500.00	101.25%
1-5039-953 Ambulance 2021	50,000.00	50,000.00	100.00%
1-5039-963 Pagers	1,000.00	1,000.00	100.00%
1-5039-964 2-Way Radios	2,500.00	2,500.00	100.00%
Total CAPITAL RESERVE	192,000.00	192,500.00	100.26%
Total AMBULANCE DEPARTMENT	1,566,929.54	1,244,908.17	79.45%
1-504 FIRE DEPARTMENT			
1-5040 FIREFIGHTING			
1-5040-100 Salaries&WageFirefighters	45,000.00	5,317.10	11.82%
1-5040-102 Chief EM Serv-SalaryWages	47,122.49	39,056.45	82.88%
1-5040-198 Chief EM Serv-Benefits	19,000.00	13,918.54	73.26%
1-5040-199 EmplPaidBenefitFirefighte	1,500.00	143.25	9.55%
1-5040-201 Operating Supplies	5,000.00	5,109.67	102.19%
1-5040-202 Equipment Fire	0.00	78.79	100.00%
1-5040-301 Professional Services	5,000.00	2,134.37	42.69%
1-5040-601 Travel & Transportation	200.00	0.00	0.00%
1-5040-603 Dues, Subs & Meetings	800.00	725.09	90.64%
1-5040-605 Education	3,000.00	2,194.36	73.15%
1-5040-606 CDL Licensing	300.00	0.00	0.00%
1-5040-607 Medical Testing	650.00	0.00	0.00%
1-5040-819 Fire Prevention	5,000.00	1,065.28	21.31%
Total FIREFIGHTING	132,572.49	69,742.90	52.61%
1-5043 FIRE COMMUNICATIONS			
1-5043-311 Alarm Registration Admin	150.00	0.00	0.00%
1-5043-401 Equip Repair & Mainte	2,250.00	1,200.00	53.33%
1-5043-405 Machinery & Equipment	1,000.00	545.37	54.54%
1-5043-502 Communications	6,300.00	3,687.12	58.53%
Total FIRE COMMUNICATIONS	9,700.00	5,432.49	56.01%
1-5045 FIRE TRUCK & EQUIPMENT			
1-5045-201 Operating Supplies	2,500.00	1,275.27	51.01%
1-5045-310 Hose Testing	1,000.00	6,770.00	677.00%
1-5045-401 Repair & Maintenance	5,000.00	564.00	11.28%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5045-431 Engine #1 Maintenance	2,800.00	2,229.55	79.63%
1-5045-432 Engine #2 Maintenance	3,500.00	7,292.17	208.35%
1-5045-434 Engine #3 Maintenance	3,000.00	3,233.08	107.77%
1-5045-435 Rescue Maintenance	20,000.00	1,113.67	5.57%
1-5045-503 Fuel	4,100.00	1,896.23	46.25%
Total FIRE TRUCK & EQUIPMENT	41,900.00	24,373.97	58.17%
1-5046 FIREFIGHTING EQUIPMENT			
1-5046-201 Operating Supplies	2,000.00	528.17	26.41%
1-5046-401 Equipment Maintenance	1,500.00	0.00	0.00%
1-5046-403 Air Pack Maint & Equip	3,000.00	180.00	6.00%
1-5046-406 Equipment Purchase	3,000.00	0.00	0.00%
1-5046-409 Small Tools & Equipment	400.00	0.00	0.00%
1-5046-411 Rescue Equipment	800.00	0.00	0.00%
1-5046-415 Bunker Gear	4,000.00	69.77	1.74%
1-5046-416 Hose Adapters	1,000.00	0.00	0.00%
Total FIREFIGHTING EQUIPMENT	15,700.00	777.94	4.96%
1-5047 WOODSTOCK STATION #2			
1-5047-203 Maintenance Supplies	300.00	48.26	16.09%
1-5047-504 Propane	3,000.00	1,134.70	37.82%
1-5047-506 Electricity	1,250.00	1,045.99	83.68%
1-5047-509 Misc Utilities	2,600.00	1,041.00	40.04%
1-5047-703 Bldg Repairs & Mainte	2,500.00	7,855.95	314.24%
Total WOODSTOCK STATION #2	9,650.00	11,125.90	115.29%
1-5048 EMERGENCY SERVICES BLDG			
1-5048-203 Maintenance Supplies	2,000.00	1,447.50	72.38%
1-5048-504 Propane	5,000.00	6,417.30	128.35%
1-5048-506 Electricity	32,500.00	21,222.12	65.30%
1-5048-509 Misc Utilities	4,500.00	1,610.00	35.78%
1-5048-703 Equip Repair & Mainte	12,500.00	11,243.87	89.95%
1-5048-708 ESB Bond Payment	150,000.00	150,000.00	100.00%
1-5048-709 ESB Bond Interest	97,792.00	48,160.50	49.25%
Total EMERGENCY SERVICES BLDG	304,292.00	240,101.29	78.90%
1-5049 CAPITAL RESERVE			
1-5049-930 Pager Replacement	2,000.00	2,000.00	100.00%
1-5049-941 Breathing Air Compressor	2,000.00	2,000.00	100.00%
1-5049-960 Fire Truck	100,000.00	100,000.00	100.00%
1-5049-961 Utility-Personnel Carrier	25,000.00	25,000.00	100.00%
1-5049-962 UTV	15,000.00	15,000.00	100.00%
1-5049-964 Fire Hose	4,000.00	4,000.00	100.00%
1-5049-965 Bunker Gear	10,000.00	10,000.00	100.00%
1-5049-967 Air Pack Frames	9,000.00	9,000.00	100.00%
1-5049-968 Air Pack Tanks	2,000.00	2,000.00	100.00%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5049-969 Roof Replacement	2,500.00	2,500.00	100.00%
1-5049-971 Pave Driveways & Yard	2,500.00	2,500.00	100.00%
1-5049-973 Boiler Replacement	2,500.00	2,500.00	100.00%
1-5049-976 Fire Ground 2-way Radios	4,000.00	4,000.00	100.00%
1-5049-977 Portable Pump	2,000.00	2,000.00	100.00%
1-5049-978 Tower Equipment	5,000.00	5,000.00	100.00%
1-5049-982 Dry Hydrant	2,500.00	2,500.00	100.00%
Total CAPITAL RESERVE	190,000.00	190,000.00	100.00%
Total FIRE DEPARTMENT	703,814.49	541,554.49	76.95%
1-505 COMMUNICATIONS			
1-5050 DISPATCH SERVICES			
1-5050-100 Salaries & Wages	333,991.24	276,859.58	82.89%
1-5050-105 Training Wages	10,000.00	0.00	0.00%
1-5050-106 Military stipend	1,000.00	0.00	0.00%
1-5050-107 Residency Stipend	1,000.00	1,000.00	100.00%
1-5050-108 EMT Stipend	1,200.00	1,500.00	125.00%
1-5050-199 Employer Paid Benefits	66,000.00	50,342.24	76.28%
1-5050-201 Operating Supplies	1,000.00	240.40	24.04%
1-5050-202 Office Supplies	2,560.00	358.79	14.02%
1-5050-203 Repair & Mainte Supplies	1,600.00	1,181.17	73.82%
1-5050-401 Repairs & Maintenance	2,500.00	1,936.86	77.47%
1-5050-404 Console	38,000.00	0.00	0.00%
1-5050-405 Machinery & Equipment	900.00	0.00	0.00%
1-5050-409 Small Tools & Equipment	2,500.00	1,882.53	75.30%
1-5050-425 Tower Rental & Lease	3,200.00	2,500.00	78.13%
1-5050-426 Tower Maintenance	1,500.00	0.00	0.00%
1-5050-502 Communications	10,000.00	13,504.42	135.04%
1-5050-601 Travel & Transportation	400.00	0.00	0.00%
1-5050-608 Training Fees	12,500.00	0.00	0.00%
Total DISPATCH SERVICES	489,851.24	351,305.99	71.72%
1-5059 CAPITAL RESERVE			
1-5059-933 Computer Replacement	1,500.00	1,500.00	100.00%
1-5059-955 Recorder	1,500.00	1,500.00	100.00%
1-5059-957 Console Terminal (a)	5,000.00	5,000.00	100.00%
1-5059-958 Console Terminal (b)	2,600.00	2,600.00	100.00%
1-5059-959 Receiver/Transmitter B	3,000.00	3,000.00	100.00%
1-5059-960 Receiver/Transmitter F	3,000.00	3,000.00	100.00%
Total CAPITAL RESERVE	16,600.00	16,600.00	100.00%
Total COMMUNICATIONS	506,451.24	367,905.99	72.64%
1-506 TOWN CLERK			
1-5060 BOARD OF CIVIL AUTHORITY			
1-5060-205 Printing Supplies	3,000.00	738.50	24.62%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5060-317 BCA Wages	1,500.00	0.00	0.00%
1-5060-318 Election Wages	2,000.00	0.00	0.00%
Total BOARD OF CIVIL AUTHORITY	6,500.00	738.50	11.36%
1-5061 TOWN CLERK			
1-5061-100 Salaries & Wages	78,100.00	59,778.49	76.54%
1-5061-106 Asst Town Clerk Wages	60,850.00	40,959.26	67.31%
1-5061-199 Employer Paid Benefits	30,390.00	21,180.94	69.70%
1-5061-202 Office Supplies	500.00	158.00	31.60%
1-5061-305 Other Purchased Services	350.00	175.24	50.07%
1-5061-405 Machinery & Equipment	5,000.00	0.00	0.00%
1-5061-406 Copier Lease	3,000.00	126.25	4.21%
1-5061-603 Dues, Subs & Meetings	800.00	608.56	76.07%
1-5061-613 Record Retention	2,850.00	0.00	0.00%
1-5061-614 Restoration of Records	2,500.00	100.00	4.00%
Total TOWN CLERK	184,340.00	123,086.74	66.77%
1-5069 CAPITAL RESERVE			
1-5069-934 Town Clerk Vault	3,500.00	3,500.00	100.00%
Total CAPITAL RESERVE	3,500.00	3,500.00	100.00%
Total TOWN CLERK	194,340.00	127,325.24	65.52%
1-507 BOARDS & AGENCIES			
1-5070 PLANNING & ZONING			
1-5070-100 Salaries & Wages	108,000.00	73,687.38	68.23%
1-5070-199 Employer Paid Benefits	20,421.00	16,054.06	78.62%
1-5070-301 Professional Services	25,350.00	0.00	0.00%
1-5070-302 Legal Fees	4,800.00	1,851.50	38.57%
1-5070-406 Equipment Purchase	1,500.00	0.00	0.00%
1-5070-601 Travel & Transportation	2,250.00	0.00	0.00%
1-5070-603 Dues, Subs & Meetings	6,000.00	6,550.64	109.18%
1-5070-615 Advertising	4,800.00	2,138.13	44.54%
1-5070-812 GIS Mapping	720.00	0.00	0.00%
Total PLANNING & ZONING	173,841.00	100,281.71	57.69%
1-5079 CAPITAL RESERVE			
1-5079-905 Town Plan Consulting	1,200.00	1,200.00	100.00%
Total CAPITAL RESERVE	1,200.00	1,200.00	100.00%
Total BOARDS & AGENCIES	175,041.00	101,481.71	57.98%
1-5082 TOWN CONSTABLE			
1-5082-100 Salaries & Wages	7,000.00	2,756.32	39.38%
1-5082-199 Employer Paid Benefits	550.00	210.86	38.34%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-5082-203 Repair & Mainte Supplies	200.00	0.00	0.00%
1-5082-305 Other Purchased Services	50.00	0.00	0.00%
1-5082-311 Animal Control	700.00	0.00	0.00%
1-5082-405 Machinery & Equipment	600.00	0.00	0.00%
1-5082-502 Communications	1,750.00	0.00	0.00%
Total TOWN CONSTABLE	10,850.00	2,967.18	27.35%
1-5083 MAINTAINING CEMETERIES			
1-5083-305 Other Purchased Services	23,000.00	22,245.00	96.72%
1-5083-401 Repair & Maintenance	1,000.00	0.00	0.00%
Total MAINTAINING CEMETERIES	24,000.00	22,245.00	92.69%
1-5084 WELCOME CENTER			
1-5084-203 Maintenance Supplies	600.00	0.00	0.00%
1-5084-309 Custodial Services	30,000.00	19,150.42	63.83%
1-5084-504 Propane	2,200.00	823.38	37.43%
1-5084-506 Electricity	3,500.00	2,120.86	60.60%
1-5084-509 Misc Utilities	3,500.00	160.00	4.57%
1-5084-702 Building Improvements	3,300.00	0.00	0.00%
1-5084-703 Bldg Repairs & Mainte	2,750.00	1,691.71	61.52%
1-5084-807 Chamber Office Loan Prin.	4,379.54	4,543.87	103.75%
1-5084-808 Chamber Office Loan Int.	1,851.00	1,306.87	70.60%
1-5084-810 Woodstock Chamber	35,000.00	26,250.00	75.00%
Total WELCOME CENTER	87,080.54	56,047.11	64.36%
1-5085 LITTLE THEATER			
Total LITTLE THEATER	0.00	0.00	0.00%
1-5089 CAPITAL RESERVE			
Total CAPITAL RESERVE	0.00	0.00	0.00%
1-5091 INTERGOVERNMENTAL			
1-5091-803 Highway Rebate	27,045.00	27,045.00	100.00%
Total INTERGOVERNMENTAL	27,045.00	27,045.00	100.00%
1-5092 SELECT BOARD CONTINGENCY			
1-5092-801 Unclassified	54,595.00	943.58	1.73%
1-5092-813 House Numbers	250.00	695.97	278.39%
1-5092-815 Insurance	250,000.00	156,063.61	62.43%
Total SELECT BOARD CONTINGENCY	304,845.00	157,703.16	51.73%
1-5093 CAPITAL RESERVE SB			
1-5093-199 Compens. Unused Sick/Vac	30,000.00	30,000.00	100.00%

TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
Total CAPITAL RESERVE SB	30,000.00	30,000.00	100.00%
1-5099 CAPITAL RESERVE SPENDING			
1-5099-913 TaxMap Update-Reappraisal	0.00	19,241.10	100.00%
1-5099-936 Listers' Equip/Education	0.00	1,183.83	100.00%
1-5099-946 Bridges	0.00	70,078.51	100.00%
1-5099-950 Grader Lease Down Payment	0.00	12,300.00	100.00%
1-5099-952 Ambulance Purchase	0.00	310,240.00	100.00%
1-5099-977 Console Terminal (b)	0.00	6,057.60	100.00%
Total CAPITAL RESERVE SPENDING	0.00	419,101.04	100.00%
1-5301 LOSS REPAIR EXPENSE			
Total LOSS REPAIR EXPENSE	0.00	0.00	0.00%
1-5302 LITTLE THEATER REPAIR			
Total LITTLE THEATER REPAIR	0.00	0.00	0.00%
1-5303 IRENE RECOVERY EXPENSE			
1-5303-807 IRE Bond Repayment	44,600.00	44,600.00	100.00%
1-5303-808 IRE Bond Interest Expense	10,500.00	6,124.71	58.33%
Total IRENE RECOVERY EXPENSE	55,100.00	50,724.71	92.06%
1-5401 GRANT EXPENSE			
1-5401-401 Elm Street H2O System Imp	0.00	9,182.75	100.00%
1-5401-842 Cooperative Mng Agree	0.00	107,776.64	100.00%
1-5401-843 FEMA Grant Expense	0.00	19,900.00	100.00%
1-5401-850 Billings Farm FLAP (8)	0.00	7,746.92	100.00%
1-5401-851 NBRC Grant Expense	0.00	2,581.10	100.00%
Total GRANT EXPENSE	0.00	147,187.41	100.00%
1-560 COMMUNITY CELEBRATIONS			
Total COMMUNITY CELEBRATIONS	0.00	0.00	0.00%
1-570 TRANSFERS OUT			
1-5706-000 Town police transfer to V	473,270.67	276,074.56	58.33%
Total TRANSFERS OUT	473,270.67	276,074.56	58.33%
1-580 TOWN FOREST			
Total TOWN FOREST	0.00	0.00	0.00%
1-585 BILLINGS PARK			

Account	Budget	Actual	% of Budget
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1-5856-810 Billings Park Expense	0.00	990.00	100.00%
Total BILLINGS PARK	0.00	990.00	100.00%
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Total Appropriations	8,352,359.54	6,812,669.74	81.57%
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Total TOWN GENERAL FUND	0.00	1,398,434.99	
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Total All Funds	0.00	1,398,434.99	
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SEWER GENERAL FUND

Account	Budget	Actual	% of Budget
3-400 CONSUMPTION FEE REVENUE			
3-4006-000 Sewer Consumption Fees	1,400,576.47	-12,772.57	-0.91%
3-4007-000 Delinq Consump - Interest	10,000.00	11,057.11	110.57%
3-4008-000 Delinq Consump - Penalty	12,500.00	-2,566.67	-20.53%
Total CONSUMPTION FEE REVENUE	1,423,076.47	-4,282.13	-0.30%
3-407 INTEREST INCOME			
3-4071-000 General Interest Income	20,000.00	15,806.86	79.03%
Total INTEREST INCOME	20,000.00	15,806.86	79.03%
3-409 MISCELLANEOUS REVENUE			
Total MISCELLANEOUS REVENUE	0.00	0.00	0.00%
3-450 ABATEMENTS			
3-4501-000 Abatements	0.00	-11,806.45	100.00%
Total ABATEMENTS	0.00	-11,806.45	100.00%
3-470 TRANSFERS IN			
Total TRANSFERS IN	0.00	0.00	0.00%
Total Revenues	1,443,076.47	-281.72	-0.02%
3-500 PENSION EXPENSE			
Total PENSION EXPENSE	0.00	0.00	0.00%
3-501 ADMINISTRATION			
3-5012 EXECUTIVE			
3-5012-100 Salaries & Wages	65,400.00	42,191.58	64.51%
3-5012-197 Employer Healthcare cost	57,000.00	63,029.84	110.58%
3-5012-198 CCC Tax Sewer	1,100.00	1,103.22	100.29%
3-5012-199 Employer Paid Benefits	13,080.00	3,587.84	27.43%
3-5012-200 Wellness	260.00	0.00	0.00%
3-5012-314 IT Infrastructure	6,800.00	2,095.40	30.81%
3-5012-602 Meeting/Prof. Development	1,480.00	114.84	7.76%
3-5012-603 Dues, Subs, Meetings	10.00	1,153.25	11,532.50%
3-5012-615 Advertising	108.00	0.00	0.00%
Total EXECUTIVE	145,238.00	113,275.97	77.99%
3-5013 OFFICE ADMINISTRATION			
3-5013-201 Operating Supplies	1,036.00	301.19	29.07%
3-5013-202 Office Supplies	1,132.00	432.97	38.25%
3-5013-204 Postage	1,600.00	1,295.80	80.99%

SEWER GENERAL FUND

Account	Budget	Actual	% of Budget
3-5013-302 Legal Services	0.00	213.89	100.00%
3-5013-401 Equipment Maintenance	320.00	0.00	0.00%
3-5013-402 Machinery & Equipment	658.00	0.00	0.00%
3-5013-502 Communications	4,440.00	4,648.59	104.70%
3-5013-503 NEMRC Support/License	670.00	1,162.25	173.47%
3-5013-505 IT - Sewer	6,200.00	5,207.81	84.00%
3-5013-615 Advertising	560.00	0.00	0.00%
Total OFFICE ADMINISTRATION	16,616.00	13,262.50	79.82%
3-5014 AUDITING			
3-5014-301 Professional Services	10,080.00	0.00	0.00%
Total AUDITING	10,080.00	0.00	0.00%
3-5016 ACCOUNTING			
3-5016-100 Salary & Wages	33,222.97	31,843.86	95.85%
3-5016-199 Employer Paid Benefits	8,200.00	3,074.15	37.49%
3-5016-301 Professional Services	2,100.00	111.73	5.32%
3-5016-302 NEMRC Services	1,140.00	0.00	0.00%
3-5016-305 Other Purchased Services	365.00	0.00	0.00%
3-5016-603 Dues, Subs, & Meetings	100.00	137.30	137.30%
Total ACCOUNTING	45,127.97	35,167.04	77.93%
Total ADMINISTRATION	217,061.97	161,705.51	74.50%
3-5021 MAINTAINING SEWER SYSTEMS			
3-5021-100 Salaries & Wages	308,653.75	214,208.17	69.40%
3-5021-199 Employer Paid Benefits	61,730.75	33,673.87	54.55%
3-5021-201 Operating Supplies	4,000.00	0.00	0.00%
3-5021-202 Education and training	1,000.00	1,041.00	104.10%
3-5021-301 Professional Services	1,200.00	545.62	45.47%
3-5021-307 Engineering Services	25,000.00	0.00	0.00%
3-5021-321 Sewer Line Cleaning	12,000.00	10,695.00	89.13%
3-5021-401 Repairs & Maintenance	10,000.00	68.25	0.68%
3-5021-402 Manhole Repair & Mainte	15,000.00	0.00	0.00%
3-5021-404 Influent Pump	29,500.00	0.00	0.00%
3-5021-405 Machinery & Equipment	500.00	0.00	0.00%
3-5021-412 Sewer Line Mainte Equip	600.00	0.00	0.00%
3-5021-425 Rentals	400.00	0.00	0.00%
3-5021-426 Auto Sampler	8,000.00	6,364.75	79.56%
3-5021-826 I I Improvements	4,000.00	0.00	0.00%
Total MAINTAINING SEWER SYSTEMS	481,584.50	266,596.66	55.36%
3-5022 CONSTR & MAINT OF PLANTS			
3-5022-199 Employer Paid Benefits	0.00	3,835.02	100.00%
3-5022-201 Operating Supplies	60,000.00	49,466.54	82.44%
3-5022-202 Office Supplies	500.00	0.00	0.00%

SEWER GENERAL FUND

Account	Budget	Actual	% of Budget
3-5022-203 Repair & Mainte Supplies	7,000.00	9,851.63	140.74%
3-5022-301 Professional Services	4,000.00	556.25	13.91%
3-5022-305 Other Purchased Services	30,000.00	30,669.44	102.23%
3-5022-306 Uniforms, Protective Gear	6,000.00	4,085.76	68.10%
3-5022-307 Engineering Services	20,000.00	0.00	0.00%
3-5022-308 Engineering Study Main Pl	0.00	86,199.87	100.00%
3-5022-310 Laboratory Testing	20,000.00	9,209.83	46.05%
3-5022-401 Repair & Maintenance	15,000.00	2,860.00	19.07%
3-5022-409 Small Tools & Equipment	900.00	0.00	0.00%
3-5022-426 Dewatering	120,000.00	60,744.26	50.62%
3-5022-501 Utilities	110,000.00	77,590.94	70.54%
3-5022-502 Communications	8,500.00	5,113.57	60.16%
3-5022-601 Travel & Transportation	200.00	0.00	0.00%
3-5022-603 Dues, Subs & Meetings	1,000.00	895.43	89.54%
3-5022-801 Contingency Account	7,500.00	0.00	0.00%
3-5022-809 Taxes, Licensing & Regs	3,000.00	200.00	6.67%
3-5022-815 Insurance & Fidelity Bond	78,000.00	19,936.73	25.56%
3-5022-820 S. Wdstk Bond Repayment	58,439.00	0.00	0.00%
3-5022-821 S Wdstk Bond Interest	28,414.00	19,000.96	66.87%
3-5022-822 EEI Bond	4,920.00	0.00	0.00%
Total CONSTR & MAINT OF PLANTS	583,373.00	380,216.23	65.18%
3-5023 SEWER VEHICLE			
3-5023-203 Repair & Mainte Supplies	9,000.00	782.39	8.69%
3-5023-601 Fuel	9,000.00	3,163.07	35.15%
Total SEWER VEHICLE	18,000.00	3,945.46	21.92%
3-5024 CONSTRUCTION			
Total CONSTRUCTION	0.00	0.00	0.00%
3-5025 DEPRECIATION			
Total DEPRECIATION	0.00	0.00	0.00%
3-5029 CAPITAL RESERVE			
3-5029-199 Comp. Unused Sick/Vac	14,000.00	14,000.00	100.00%
3-5029-937 F-350 Ton Truck	3,000.00	3,000.00	100.00%
3-5029-945 F-150 Pick-up	3,000.00	3,000.00	100.00%
3-5029-975 Repairs & Maintenance	45,000.00	45,000.00	100.00%
3-5029-977 Sludge Spreading Truck	5,000.00	5,000.00	100.00%
3-5029-979 TV Camera	1,000.00	1,000.00	100.00%
3-5029-980 Influent Pump	2,000.00	2,000.00	100.00%
3-5029-981 Project NG SCRP16	35,000.00	35,000.00	100.00%
3-5029-982 Sewer Reserve	35,057.00	35,057.00	100.00%
Total CAPITAL RESERVE	143,057.00	143,057.00	100.00%

SEWER GENERAL FUND

Account	Budget	Actual	Actual % of Budget
3-5097 CAPITAL EXPENSES			
Total CAPITAL EXPENSES	0.00	0.00	0.00%
3-5099 CAPITAL RESERVE SPENDING			
3-5099-957 Repairs & Maintenance	0.00	22,240.11	100.00%
Total CAPITAL RESERVE SPENDING	0.00	22,240.11	100.00%
3-5301 LOSS REPAIR EXPENSE			
Total LOSS REPAIR EXPENSE	0.00	0.00	0.00%
3-5303 IRENE RECOVERY EXPENSE			
Total IRENE RECOVERY EXPENSE	0.00	0.00	0.00%
3-570 TRANSFERS OUT			
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,443,076.47	977,760.97	67.76%
Total SEWER GENERAL FUND	0.00	-978,042.69	
Total All Funds	0.00	-978,042.69	

Memo

To: Woodstock SelectBoard

From: Marketing Committee

Date: March 12, 2026

Subject: Marketing Committee Progress Update

The Marketing Committee has continued to make progress on several key initiatives related to advertising, visitor engagement, and website development.

Advertising Program:

The committee established an advertising structure for ads on WoodstockVT.com, including an ad rate of \$1,500 for 3 months (50% discount for Chamber members per the MOU). A plan for up to 10 ads per quarter, which will be reviewed periodically. Advertising policies, specifications, and design standards have been finalized and provided to Eric for final review. Jim Kelly will draft a sales agreement.

Visitor Survey:

A short visitor survey (approximately 12 questions, designed to take under three minutes) has been developed to gather insights from visitors on trip planning, activities, spending, and overall experience. The survey will be distributed through multiple channels, including the email list, social media, QR codes shared with local inns and businesses, and the Chamber. Promotion will include a series of Instagram Stories with polls for quicker insights.

Business Engagement & Website Support:

To improve the quality and consistency of business listings, Jess will create a website guide for businesses outlining best practices for images, descriptions, hours, and listing updates. Businesses will also be reminded via the listserv that they can post events and maintain their listings on the site.

Website & Content Development:

The committee identified key annual and signature events to highlight on WoodstockVT.com and across digital channels. Signature/annual events will have a dedicated landing page on the website, which Jess will develop. Town and Chamber signature events will have their own landing pages on the site (Jess to build), while other major events (e.g., Bookstock and Pride) will link to their external sites. Additional annual events will appear in the events calendar and be incorporated into social media and blog content.

To strengthen the site's visitor and resident resources, the committee also began developing a content plan focused on popular activities and search topics. Landing pages will be created for key activities, and committee members will assist with drafting content, with Jess providing final edits. Improvements to the "Things To Do" section are also planned, including navigation blocks placed above filter searches to improve user experience. A community resource guide is also in the works to better serve community members.

Town of Woodstock

Selectboard meeting protocol

I thought it helpful to outline how our meetings work and various protocol involved in them.

First, we welcome community involvement and questions but have a few things to note. In order to assist those taking minutes and be inclusive of people in the room as well as on zoom, we ask that you raise your hand, physically or electronically when you want to speak. If you are in the room, please come forward to the table so that the microphone can pick up what you are saying. Either way, introduce yourself even if you have spoken more than once or are known to everyone. We ask that everyone be respectful to others at the meeting and the Board. There really is no reason for name calling, yelling or discourteous behavior.

Early in the meeting, you will see on the agenda "Citizens Comments." This is a chance for citizens to briefly tell us of an issue or question that is not on the agenda. If the matter you want to talk about is on the agenda, we ask that you hold your comment until that matter is up for discussion. We will probably not respond to you in Citizens Comments. It is hard as a board to respond when we don't know what will be discussed. Further, as what you want to discuss may not be on the agenda, it is not appropriate for us to have a conversation about it without the public knowing and being able to participate.

When we get to items on the agenda, the discussion will first be among Selectboard members, the Municipal Manager and the person bringing up the matter, if applicable. It will then be opened up for public comment. Kindly address your comments to the Board and not each other. We will endeavor to let everyone speak but if it gets repetitious, we may end comment.

Thank you for attending the meeting. We hope for more participation this year and do want to hear from you. If you feel that your question was not answered or your opinion not voiced as you wish, feel free to reach out to the Selectboard Members via email. Under Open Meeting Law Rules, we are constrained at times in how we can respond but will do our best.

PURCHASE AND SALE AGREEMENT

THIS AGREEMENT is entered into upon the date set forth below by and between **TOWN OF WOODSTOCK**, Vermont (“Seller”) and the **VERMONT LAND TRUST, INC.**, a Vermont nonprofit corporation with offices in Montpelier, Vermont (“Buyer”).

1. **Description of Property.** The property which is the subject of this Agreement consists of 323 acres, more or less, with any and all buildings and improvements thereon, located both sides of Grassy Lane in the Town of Woodstock, Windsor County, Vermont (the “Property”). The approximate boundaries of the Property and the 0.4, 6.6, 13, and 10 acre parcels, totaling 30 acres, more or less, of Seller’s property to be excluded from the description of the Property in the Grant hereinafter described (the “Excluded Parcels”) are shown on the map attached to this Agreement as Exhibit A and incorporated herein.

2. **Sale.** The Seller hereby agrees to sell to the Buyer, and the Buyer hereby agrees to buy from the Seller, the development rights, conservation restrictions, and public access easement on the Property (collectively, “the Rights”), subject to the contingencies set forth below. The Rights shall be conveyed to the Buyer, and the Vermont Housing and Conservation Board (“VHCB”), by a Grant of Development Rights, Conservation Restrictions, and Public Access Easement (the “Grant”). The terms and conditions of said Grant shall be substantially as set forth in Exhibit B, which is attached hereto and incorporated herein, and as described generally in an appraisal report prepared by Larson Appraisal Company, and with an effective date of October 29, 2024 (the “Appraisal”), a summary of which is attached hereto as Exhibit C and incorporated herein.

3. **Purchase Price.** The purchase price is Six Hundred Four Thousand Five Hundred Dollars (\$604,500.00), to be paid by cashiers, IOLTA or bank check of the Buyer at closing. Should the actual acreage of the Property be less than 323 acres inclusive of the Excluded Parcels, as determined by mapping to be performed at Buyer’s expense in consultation with Seller, the purchase price shall be reduced on a pro rata basis.

4. **Contingencies.** This Agreement is contingent upon the following:
- (a) The approval and Buyer’s receipt of grant funds totaling not less than \$604,500.00, plus reasonable costs incurred or to be incurred by the Buyer, from VHCB and/or private sources.
 - (b) The parties’ fulfillment of conditions imposed on any grants approved by VHCB and/or private sources for purchase of the Rights.
 - (c) Seller’s cooperation with Buyer in the preparation of a map of the Property.
 - (d) The ability of the Seller to deliver good, clear, record and marketable title to Buyer, free of all liens or other encumbrances (including discharge, subordination or release of outstanding mortgages), and the ability of Buyer to secure title insurance at Buyer’s sole expense. Buyer agrees to accept the Rights subject to (i) customary utility distribution easements, including but not limited to water distribution easements and rights conveyed to Seller as successor to the Woodstock Aqueduct Company, (ii) water rights subject to the Public Trust Doctrine, (iii) rights of the public to use roads laid out by municipalities, the state or federal government, (iv) the terms and conditions of a Landowner Agreement between Seller and the Woodstock Area Mountain Bike Association, Inc., a chapter of Vermont Mountain Bike Association, Inc., last dated August 17, 2025; and (v) rights of way and other easements that do not materially impair, in Buyer’s opinion, the Rights. The state of title to the Property shall be determined

by a title examination paid for by Buyer. By signing this Agreement, Seller understands and agrees that Buyer may be required to order a title search beyond the search period described in the Marketable Record Title Act (27 V.S.A., Ch5) as a condition of funding. Buyer may require additional title clearing of Seller if said extended search exposes any title defects or outstanding interests in third parties or if, in Buyer's opinion, said search exposes issues that could impact the Rights.

- (e) Approval of this transaction by the Board of Trustees of the Vermont Land Trust.
- (f) Approval of this transaction by the Woodstock Town Selectboard.
- (g) Fundraising of at least \$400,000.
- (g) The agreement of all mortgage holders and other lien holders to subordinate current existing mortgages and liens to the Rights through the execution of priority agreements. Seller agrees to deliver to Buyer written or verbal confirmation, on or before thirty (30) days after Buyer notifies Seller of the grant award(s), from each mortgage holder and lienholder that each will execute a priority agreement, partial release or discharge.
- (h) Seller shall pay all real estate taxes that are due and payable as of the closing date set forth below. This obligation shall survive closing.
- (i) Seller's reasonable cooperation with Buyer in the preparation of a metes and bounds description of the 0.4, 6.6, 13, and 10 acre Excluded Parcels totaling 30 acres, which description shall be mutually acceptable to Buyer and Seller.
- (j) Buyer and Seller acknowledge that the Purchase Price agreed upon hereunder has been substantiated by the Appraisal prepared by Jesse Larson, Larson Appraisal Company which, due to funding requirements, may need to be updated, revised or replaced prior to closing. If so required, the parties' receipt of a final appraisal report prepared by Jesse Larson, Larson Appraisal Company with an effective date within one year of the closing date confirming that the value of the Rights, net of any enhancement, is at least \$604,0500.00.
- (k) The presence of earthen or concrete dams and other water impoundments on the Property that serve both municipal water utility and recreational purposes.

If the above contingencies are not fulfilled by **June 1, 2026**, or such other date as is expressly provided above, the Seller or Buyer may (i) terminate this Agreement, or (ii) extend in writing the time for fulfillment of the contingencies. Seller agrees to use reasonable efforts to deliver good, clear, record and marketable title as set forth in Paragraph 4(d), above. Seller's use of reasonable efforts to so deliver title includes the expenditure of up to \$1,000.00, including attorney's fees, to remove title defects and encumbrances (excepting payment of the principal, interest and penalties due under any liens and mortgages which are Seller's obligation and shall not be included in the \$1,000.00 expenditure cap) identified by Buyer. In the event Seller is unable to give good, clear, record and marketable title, then Buyer may elect to terminate this Agreement. Buyer shall have the right to elect to accept such title as Seller can deliver and to pay the purchase price without reduction. If Seller does not use reasonable efforts to deliver title as set forth in this Paragraph, then Seller shall be in default under this Agreement and the provisions of Paragraph 11 shall apply.

5. **Closing.** Closing shall occur on or before **June 30, 2026**, at the office of the Vermont Land Trust, located at 8 Bailey Avenue, Montpelier, Vermont, unless the parties otherwise agree in

writing, at a time to be agreed upon by the parties prior to the closing day.

6. **Existing Conditions.** The Buyer shall consult with Seller during the preparation of the grant applications referred to in paragraph 4(a), which application(s) will contain a description of Seller's current forest operation. In the event the existing operation changes substantially from that described in the grant application referenced in paragraph 4(a) above, Buyer may in its discretion elect to terminate this Agreement. Seller shall not harvest timber, or otherwise alter the physical condition of the Property, except for customary sugarbush operations or for forest management activities conducted in accordance with a forest management plan for the Property that has been approved in advance by Buyer, prior to closing. In the event the timber resources on the Property are substantially destroyed (any loss of 25% or more in value) by acts of God or otherwise, Buyer may in its discretion elect to terminate this Agreement, in which event the Deposit shall be returned to Buyer.

7. **Risk of Loss.** During the period between the date of this Agreement and the transfer of the Rights, the risk of loss shall be on the Seller, and Seller shall continue to carry insurance on the Property.

8. **Hazardous Waste.** Seller warrants and represents to Buyer that Seller is not aware of any hazardous waste (for example: oil drums, abandoned underground storage tanks, batteries, fuel leaks, improperly stored or spilled non-household chemicals) existing in, on, under or upon the Property. The Seller agrees that the Buyer may, at Buyer's expense, perform any and all tests and/or inspections necessary to confirm this warranty and representation. In the event that the Buyer discovers that hazardous waste exists in, on, under or upon the Property, Buyer may at Buyer's option, terminate this Agreement. The warranties and representations made in this clause shall survive the closing.

9. **Costs.** The Seller shall pay any Land Gains Tax applicable to the transfer. The Buyer shall pay any Property Transfer Tax applicable to the transfer. The Seller and the Buyer acknowledge that typically neither of the above-referenced taxes are paid due to applicable exemptions. Buyer shall pay all costs incidental to the search of title and recording of the Grant. Seller shall pay all costs incidental to clearing title of any and all defects and encumbrances. If Seller is not a Vermont resident, then Seller shall be subject to income tax withholding requirements pursuant to Vermont law, and if Seller is a foreign person as defined in the Internal Revenue Code, then Seller shall be subject to income tax withholding requirements pursuant to federal law.

10. **Publicity.** Seller acknowledges that the funds which enable Buyer to purchase the Rights come from public sources, principally the VHC and, further, that upon recordation of the Grant, the nature, terms and conditions of the sale will become a matter of public record. Buyer and Seller further agree that informing the public about the purchase of conservation easements on forestland increases public understanding of conservation, engenders support for forestland preservation, and encourages other landowners to inquire about Buyer's conservation program. Therefore, while Buyer will consult with Seller concerning the timing, nature and content of publicity, Seller understands that Buyer will publicize conservation of the Property after the sale is completed, and Seller agrees to cooperate in reasonable publicity initiated by Buyer. This Paragraph shall survive the closing.

11. **Default.** If Buyer fails to complete the purchase as provided herein, or is otherwise in default under this Agreement, Seller may terminate this Agreement. If Seller fails to complete the sale as provided in this Agreement or is otherwise in default under this Agreement, Buyer may terminate this Agreement. As liquidated damages, the non-defaulting party shall be entitled to

receive from the defaulting party, upon demand, all the actual costs incurred by the non-defaulting party in connection with this Agreement, for example, appraisal fees, attorney's fees or staff costs. These shall be Seller's and Buyer's sole remedies at law and in equity for default under this Agreement. Neither party shall be entitled to any consequential damages from the other party.

12. **Non-Foreign Affidavit.** Seller warrants and represents that (i) Seller is not a foreign person as defined by Section 1445 of the Internal Revenue Code of 1986, as amended; (ii) Seller is either a United States citizen or corporation or has a duly issued and valid U.S. permanent resident Visa; and (iii) Seller's federal tax identification number(s) will be as set forth on the Vermont Property Transfer Tax Return to be executed at the closing.

13. **Documentation Report.** Seller agrees to sign and deliver the Baseline Documentation Report (the "BDR"), as hereinafter defined, to Buyer at closing, unless Buyer has not produced the BDR at closing for Seller's signature, in which event Seller shall sign the BDR countersignature page and return to Buyer within thirty (30) days of mailing of the BDR; provided, however, that Seller concludes that the BDR is reasonably accurate. The BDR, to be prepared by Buyer at Buyer's sole expense, will contain a written description of the Property together with photographs and maps of the Property and is prepared in accordance with Buyer's guidelines. This Paragraph shall survive closing.

14. **Binding Effect.** This Agreement contains the entire understanding between Seller and Buyer. No amendment or modification shall be effective unless it is in writing and signed by both parties. No transfer or assignment of this Agreement to any third party shall be effective without the prior written consent of both parties. The Property, or any interest therein, shall not be sold, conveyed, leased or otherwise transferred without the prior written consent of Buyer. This Agreement shall be binding upon and enforceable by the undersigned parties and their respective successors, heirs, and assigns. The terms of this Agreement shall be interpreted in accordance with the laws of the State of Vermont. This Agreement may be entered into and notices sent hereunder by facsimile or other electronic transmission ("fax") provided that the obligated party's signature appears on the fax and that the original of the document sent by fax signed by the obligated party is hand delivered or mailed not more than five calendar days after the date of the fax transmission. Either party may record a memorandum of the existence of this Agreement in the Woodstock Land Records, but this agreement shall not be recorded. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

We set our hands and seals as of this ____ day of March, 2026.

SELLER

TOWN OF WOODSTOCK

By: _____
Its Duly Authorized Agent

Date: _____

BUYER

VERMONT LAND TRUST, INC

By: _____
Its Duly Authorized Agent

Date: _____



Application ID: DLL - Application - 70770
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: South Woodstock Community Partnership, LLC
Business ID: 332123
Business Address: 4800 South Road,
South Woodstock, Vermont 05071
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone: 802-457-1473
Email: rajanad@kedronvalleyinn.com

People Information

- Person:** Rajana A Dion

Business Role: Registered Agent
Business Address: ,
, ,
Phone:
Email: rajanad@kedronvalleyinn.com
US Citizen?
Political Position
Name: Rajana A Dion
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name: **Do you lease this Premises:**

Kedron Valley Inn
Location Address:
4778 South Road,
South Woodstock, Vermont 05071
Local Jurisdiction/ Town Clerk:
Woodstock

Health License:
Food:14686
Lodging:14687
Vermont Tax Department:
MRT-10889305

Education Details

Student Name: _____ **Training Completion Date:** _____
Mode of Training: _____ **Type of Training:** _____

Foundational License (if applicable)

License Type: First Class **License Number:** LP-035042
Licensee Name: Kedron Valley Inn **License Status:** License issued-renewed application
Licensee Address: 4778 South Road ,
South Woodstock, Vermont 05071 **License Start Date:** _____
License End Date: _____

Documents Attached

Name	Document Type	Assosicated With
D-16331	Health License	South Woodstock Community Partnership, LLC
D-16332	Health License	South Woodstock Community Partnership, LLC
D-16416	Lease or proof of ownership	South Woodstock Community Partnership, LLC
D-16417	Meals & Rooms Tax Certificate	South Woodstock Community Partnership, LLC
D-26383	Other	South Woodstock Community Partnership, LLC

Payment and Acknowledgement

Signed by: Rajana A Dion **State of Vermont / DLL Application Fee:** 115.00
Date of Submission: 2026-02-25 14:04:05 **State of Vermont / DLL Payment Status:** _____
Local Application Fee: 115 **Local Control Payment Status:** false



Application ID: DLL - Application - 70771
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name: South Woodstock Community Partnership, LLC
Business ID: 332123
Business Address: 4800 South Road,
South Woodstock, Vermont 05071
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone: 802-457-1473
Email: rajanad@kedronvalleyinn.com

People Information

- **Person:**
Rajana A Dion

Business Role: Registered Agent
Business Address:
,
,
Phone:
Email: rajanad@kedronvalleyinn.com
US Citizen?
Political Position
Name: Rajana A Dion
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name: **Do you lease this Premises:**

SWCS

Location Address:
4800 South Road,
Woodstock, Vermont 05071

Local Jurisdiction/ Town Clerk:
Woodstock

Health License:
Food:
Lodging:
Vermont Tax Department:

Education Details

Student Name:
Simran Johnston

Training Completion Date:
Wed Apr 17 00:00:00 GMT 2024

Mode of Training:
DLC Online Training

Type of Training:
Second Class (Off Premise)

Foundational License (if applicable)

License Type:
Second Class

License Number:
LP-019948

Licensee Name:
SWCS

License Status:
License issued-renewed application

Licensee Address:
4800 South Road ,
Woodstock, Vermont 05071

License Start Date:
License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-16331	Health License	LN-021192
D-16332	Health License	LN-021192
D-16416	Lease or proof of ownership	LN-021192
D-16417	Meals & Rooms Tax Certificate	LN-021192
D-26383	Other	South Woodstock Community Partnership, LLC
D-16331	Health License	LN-021192
D-16332	Health License	LN-021192
D-16416	Lease or proof of ownership	LN-021192
D-16417	Meals & Rooms Tax Certificate	LN-021192

Payment and Acknowledgement

Signed by:
Rajana Dion

State of Vermont / DLL Application Fee:
70.00



Application ID: DLL - Application - 70769
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name: South Woodstock Community Partnership, LLC
Business ID: 332123
Business Address: 4800 South Road,
South Woodstock, Vermont 05071
Entity Type: Limited Liability Corporation
Phone: 802-457-1473
Management Type if LLC:
Email: rajanad@kedronvalleyinn.com

People Information

- **Person:**
Rajana A Dion

Business Role: Registered Agent
Business Address: ,
,
Phone:
Email: rajanad@kedronvalleyinn.com
US Citizen?
Political Position
Name: Rajana A Dion
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name: **Do you lease this Premises:**

Kedron Valley Inn

Location Address:

4778 South Road,
South Woodstock, Vermont 05071

Local Jurisdiction/ Town Clerk:

Woodstock

Health License:

Food:
Lodging:

Vermont Tax Department:

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:

Third Class

License Number:

LP-035043

Licensee Name:

Kedron Valley Inn

License Status:

License issued-renewed application

Licensee Address:

4778 South Road ,
South Woodstock, Vermont 05071

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-16331	Health License	South Woodstock Community Partnership, LLC
D-16332	Health License	South Woodstock Community Partnership, LLC
D-16416	Lease or proof of ownership	South Woodstock Community Partnership, LLC
D-16417	Meals & Rooms Tax Certificate	South Woodstock Community Partnership, LLC
D-26383	Other	South Woodstock Community Partnership, LLC

Payment and Acknowledgement

Signed by:

Rajana A Dion

State of Vermont / DLL Application Fee:

1095.00

Date of Submission:

2026-02-25 14:03:27

State of Vermont / DLL Payment Status:

Local Application Fee:

0

Local Control Payment Status:

false



Application ID: DLL - Application - 70768
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: South Woodstock Community Partnership, LLC
Business ID: 332123
Business Address: 4800 South Road,
South Woodstock, Vermont 05071
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone: 802-457-1473
Email: rajanad@kedronvalleyinn.com

People Information

- **Person:**
Rajana A Dion

Business Role: Registered Agent
Business Address: ,
, ,
Phone:
Email: rajanad@kedronvalleyinn.com
US Citizen?
Political Position
Name: Rajana A Dion
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name: **Do you lease this Premises:**

Kedron Valley Inn
Location Address:
4778 South Road,
South Woodstock, Vermont 05071
Local Jurisdiction/ Town Clerk:
Woodstock

Health License:
Food:
Lodging:
Vermont Tax Department:

Education Details

Student Name: **Training Completion Date:**
Mode of Training: **Type of Training:**

Foundational License (if applicable)

License Type: OCP **License Number:** LP-035044
Licensee Name: Kedron Valley Inn **License Status:** License issued-renewed application
Licensee Address: 4778 South Road ,
South Woodstock, Vermont 05071 **License Start Date:**
License End Date:

Documents Attached

Name	Document Type	Assosicated With
D-16331	Health License	South Woodstock Community Partnership, LLC
D-16332	Health License	South Woodstock Community Partnership, LLC
D-16416	Lease or proof of ownership	South Woodstock Community Partnership, LLC
D-16417	Meals & Rooms Tax Certificate	South Woodstock Community Partnership, LLC
D-26383	Other	South Woodstock Community Partnership, LLC

Payment and Acknowledgement

Signed by: **State of Vermont / DLL Application Fee:** 20.00
Date of Submission: 2026-02-25 14:02:38 **State of Vermont / DLL Payment Status:**
Local Application Fee: 0 **Local Control Payment Status:** false



Application ID: DLL - Application - 71838
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Farmer and the Bell
Business ID: 0399915
Business Address: 3 North Street, Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Phone: 3109900620
Management Type if LLC: Not Indicated
Email: farmerandthebellvt@gmail.com

People Information

- **Person:** April Pauly

Business Role: Business Principal
Email: farmerandthebellvt@gmail.com
Business Address: 3 North Street, Woodstock, Vermont, 05091
US Citizen?
Political Position
Phone: **Name:** April Pauly
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:** Benjamin Pauly

Business Role: **Email:**

Partner

farmerandthebellvt@gmail.com

Business Address:

3 North St,
Woodstock, Vermont, 05091

US Citizen?

Yes

Phone:

8023561370

Political Position

Name: Benjamin Pauly

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Benjamin Pauly

Business Role:

Business Principal

Email:

benjaminpauly@gmail.com

Business Address:

3 North Street,
Woodstock, Vermont, 05091

US Citizen?

Yes

Phone:

8023561370

Political Position

Name: Benjamin Pauly

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Farmer and the Bell, 69 Pleasant St

Do you lease this Premises:

Health License:

Food:

Lodging:

Location Address:

Pleasant Street,
Woodstock, Vermont 05091

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Woodstock

Education Details

Student Name:

Training Completion Date:



Application ID: DLL - Application - 71856
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: 4 Mechanic, LLC
Business ID: 0394734
Business Address: 47 Pleasant St,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone: (802) 299-5435
Email: zilianzoe7@gmail.com

People Information

- **Person:**
Zoe Zilian

Business Role: Business Principal
Business Address: ,
, ,
Phone:
Email: zilianzoe7@gmail.com
US Citizen?
Political Position
Name: Zoe Zilian
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Alexander Sirigu

Business Role: **Email:**

Member/Manager

alex.sirigu@gmail.com

Business Address:
4 Mechanic Street,
Woodstock, Vermont, 05091

US Citizen?
Yes

Phone:
6177942926

Political Position

Name: Alexander Sirigu

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:
Au Comptoir

Do you lease this Premises:

Location Address:
4 Mechanic St.,
Woodstock, Vermont 05091

Health License:
Food:12648
Lodging:

Local Jurisdiction/ Town Clerk:
Woodstock

Vermont Tax Department:
MRT-11141608-001

Education Details

Student Name:
Alexander Sirigu

Training Completion Date:
Sun May 19 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-023381

Licensee Name:
Au Comptoir

License Status:
License Active - Renewal in Process

Licensee Address:
4 Mechanic St. ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

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Application ID: DLL - Application - 71857
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name: 4 Mechanic, LLC
Business ID: 0394734
Business Address: 47 Pleasant St,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Management Type if LLC:
Phone: (802) 299-5435
Email: zilianzoe7@gmail.com

People Information

- **Person:**
Zoe Zilian

Business Role: Business Principal
Email: zilianzoe7@gmail.com
Business Address: ,
, ,
US Citizen?
Political Position
Name: Zoe Zilian
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Alexander Sirigu

Business Role: **Email:**

Member/Manager

alex.sirigu@gmail.com

Business Address:
4 Mechanic Street,
Woodstock, Vermont, 05091

US Citizen?
Yes

Phone:
6177942926

Political Position

Name: Alexander Sirigu

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:
Au Comptoir

Do you lease this Premises:

Location Address:
4 Mechanic St.,
Woodstock, Vermont 05091

Health License:
Food:12648
Lodging:

Local Jurisdiction/ Town Clerk:
Woodstock

Vermont Tax Department:
MRT-11141608-001

Education Details

Student Name:
Alexander Sirigu

Training Completion Date:
Sun May 19 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-023382

Licensee Name:
Au Comptoir

License Status:
License Active - Renewal in Process

Licensee Address:
4 Mechanic St. ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

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Application ID: DLL - Application - 71858
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: 4 Mechanic, LLC
Business ID: 0394734
Business Address: 47 Pleasant St, Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation
Phone: (802) 299-5435
Management Type if LLC:
Email: zilianzoe7@gmail.com

People Information

- **Person:**
Zoe Zilian

Business Role: Business Principal
Email: zilianzoe7@gmail.com
Business Address:
,
,,
Phone:
US Citizen?
Political Position
Name: Zoe Zilian
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Alexander Sirigu

Business Role: **Email:**

Member/Manager

alex.sirigu@gmail.com

Business Address:

4 Mechanic Street,
Woodstock, Vermont, 05091

US Citizen?

Yes

Phone:

6177942926

Political Position

Name: Alexander Sirigu

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Au Comptoir

Do you lease this Premises:

Health License:

Food:

Lodging:

Location Address:

4 Mechanic St.,
Woodstock, Vermont 05091

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Woodstock

Education Details

Student Name:

Training Completion Date:

Mode of Training:

Type of Training:

Foundational License (if applicable)

License Type:

First Class

License Number:

LP-023383

Licensee Name:

Au Comptoir

License Status:

License Active - Renewal in Process

Licensee Address:

4 Mechanic St. ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Application ID: DLL - Application - 70857
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name: R. L. Vallee, Inc.
Business ID: 0056290
Business Address: P.O. Box 192,
St. Albans, Vermont 05478
Entity Type: Business Corporation
Phone: 8025248710
Management Type if LLC:
Email: amieg@rvallee.com

People Information

• **Person:**
Jack Vallee

Business Role: Business Principal
Business Address:
,
,,
Phone:
Email: jackv@rvallee.com
US Citizen?
Political Position
Name: Jack Vallee
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**
Amie Green

Business Role: **Email:**

Registered Agent

amieg@rlvallee.com

Business Address:

,
, ,

US Citizen?

Political Position

Phone:

Name: Amie Green

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Kelly St Francis

Business Role:

Member/Manager

Email:

kstfrancis@rlvallee.com

Business Address:

282 South Main Street,
ST ALBANS, Vermont, 05478

US Citizen?

Yes

Political Position

Phone:

8025248710

Name: Kelly St Francis

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Andrea Dukas

Business Role:

Registered Agent

Email:

andread@rlvallee.com

Business Address:

,
, ,

US Citizen?

Political Position

Phone:

Name: Andrea Dukas

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Application ID: DLL - Application - 70858
Application for: Tobacco License
Category of Business: Tobacco

Business/ Entity Information

Business/ Entity Name: R. L. Vallee, Inc.
Business ID: 0056290
Business Address: P.O. Box 192,
St. Albans, Vermont 05478
Entity Type: Business Corporation
Phone: 8025248710
Management Type if LLC:
Email: amieg@rlvallee.com

People Information

- **Person:**
Jack Vallee

Business Role: Business Principal
Email: jackv@rlvallee.com
Business Address:
,
,,
US Citizen?
Political Position
Phone: **Name:** Jack Vallee
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Amie Green

Business Role: **Email:**

Registered Agent

amieg@rlvallee.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Amie Green

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Kelly St Francis

Business Role:

Member/Manager

Email:

kstfrancis@rlvallee.com

Business Address:

282 South Main Street,
ST ALBANS, Vermont, 05478

US Citizen?

Yes

Political Position

Phone:

8025248710

Name: Kelly St Francis

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Andrea Dukas

Business Role:

Registered Agent

Email:

andread@rlvallee.com

Business Address:

,
, ,

US Citizen?

Political Position

Phone:

Name: Andrea Dukas

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Application ID: DLL - Application - 71591
Application for: Second Class License
Category of Business: Second Class

Business/ Entity Information

Business/ Entity Name: F. H. Gillingham & Sons, Inc.
Business ID: 0063335
Business Address: 16 Elm Street, Woodstock, Vermont 05091
Entity Type: Business Corporation
Phone: 802-457-2100
Management Type if LLC:
Email: jirehsr@gmail.com

People Information

• **Person:**

Jireh Billings

Business Role:
Business Principal

Email:
jirehsr@gmail.com

Business Address:
16 Elm Street,
Woodstock, Vermont, 05091

US Citizen?
Yes

Phone:
(802) 457-2100

Political Position
Name: Jireh Billings

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Frank Billings

Business Role:
Business Principal

Email:
frankbillings@gillinghams.com

Business Address:
16 Elm ST,
Woodstock, Vermont, 05091

US Citizen?

Political Position

Phone:

Name: Frank Billings

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:
F. H. Gillingham & Sons, Inc.

Do you lease this Premises:

Location Address:
16 Elm Street,
Woodstock, Vermont 05091

Health License:
Food:
Lodging:

Local Jurisdiction/ Town Clerk:
Woodstock

Vermont Tax Department:

Education Details

Student Name:
Jireh Billings

Training Completion Date:
Mon Jan 27 00:00:00 GMT 2025

Mode of Training:
DLC Online Training

Type of Training:
Second Class (Off Premise)

Foundational License (if applicable)

License Type:
Second Class

License Number:
LP-011829

Licensee Name:
F. H. Gillingham & Sons, Inc.

License Status:
License issued-renewed application

Licensee Address:
16 Elm Street ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

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Application ID: DLL - Application - 71838
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name: Farmer and the Bell
Business ID: 0399915

Business Address: 3 North Street,
Woodstock, Vermont 05091
Entity Type: Limited Liability Corporation

Phone: 3109900620
Management Type if LLC: Not Indicated

Email: farmerandthebellvt@gmail.com

People Information

• **Person:**

April Pauly

Business Role:
Business Principal

Email:
farmerandthebellvt@gmail.com

Business Address:
3 North Street,
Woodstock, Vermont, 05091

US Citizen?

Political Position

Phone:

Name: April Pauly

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Benjamin Pauly

Business Role:

Email:

Partner

farmerandthebellvt@gmail.com

Business Address:

3 North St,
Woodstock, Vermont, 05091

US Citizen?

Yes

Political Position

Phone:

8023561370

Name: Benjamin Pauly

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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• **Person:**

Benjamin Pauly

Business Role:

Business Principal

Email:

benjaminpauly@gmail.com

Business Address:

3 North Street,
Woodstock, Vermont, 05091

US Citizen?

Yes

Political Position

Phone:

8023561370

Name: Benjamin Pauly

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Location/ Premises Detail

Location Name:

Farmer and the Bell, 69 Pleasant St

Do you lease this Premises:

Health License:

Food:

Lodging:

Location Address:

Pleasant Street,
Woodstock, Vermont 05091

Vermont Tax Department:

Local Jurisdiction/ Town Clerk:

Woodstock

Education Details

Student Name:

Training Completion Date:

Request for Appointment to Town & Village of Woodstock Public Boards, Commissions, and Committees

Name: Nina Phalen
Physical address: 6656 South Rd Mailing address: PO Box 141
South Woodstock, VT 05071 South Woodstock, Vt 05071
Telephone: 484-951-5733 Email: ninaphalen@gmail.com

Board/Commission/Committee you are applying for: Town Development Review Board

Thank you for being willing to serve the Town and/or the Village of Woodstock. Applicants who are interested in serving on one of these boards are asked to:

- Attend at least 1 meeting of the relevant board/commission/committee before their interview
- Complete this application and return it to Kitty Koar at kmearskoar@townofwoodstock.org

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at: townofwoodstock.org
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: I am intersted in being more involved
in the development of our community. I believe it is important to honor the past and equally as
important to look toward the future. I am committed to encouraging the restoration of existing structures and
supporting the success of new growth.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: _____
I have extensive experience in entrepreneurial ventures including roles in project management and
buildout construction oversight. I have managed multiple renovation projects in historically zoned neighborhoods
and believe in the need to have oversight of projects. I am currently a landlord and short term rental manager
for multiple units in Vermont and am hands-on with all local and state requirements.

Previous Volunteer Experience

Summarize your previous volunteer experience: _____

I have been on the board of multiple neighborhood associations (in PA, TN and NJ). I am currently on the Board of Trustees for the Green Mountain Perkins Academy in South Woodstock.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Signature: _____

Date: _____

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.



Woodstock, Vermont The Shire Town of Windsor County

TOWN - VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

Dear members of the Economic Development Commission,

On behalf of the Town Selectboard and Village Trustees, we share our sincere appreciation for your dedication and service to the community. Since the organization's establishment, the members of the Economic Development Commission (EDC) have played a critical role in boosting the economic and cultural vitality of Woodstock for residents, visitors, and merchants alike.

You have consistently demonstrated thoughtfulness and creativity in your design and implementation of economic development initiatives. The EDC has been intentional in its approach, building on Woodstock's strengths while responding to the ever-evolving needs of the town. Focusing on affordable housing, childcare, marketing, downtown beautification, and community events has yielded tangible and meaningful results.

Several of the EDC's most impactful initiatives involved the creation of grant funding opportunities to support what defines Woodstock: events like Wassail Weekend and Pride of Woodstock, and amenities such as mountain bike trails and village flower baskets. Studies were also commissioned to analyze residents' most pressing concerns, such as increased housing options and growth of small businesses. Their work culminated in a visionary and action-oriented document, *Our Woodstock, Our Future*, that other local leaders continue to reference today.

Additionally, the EDC prioritized direct engagement with the residents they served, in a variety of circumstances. In response to a longstanding need of local families, financial support was given to increase capacity at childcare facilities. The EDC was also able to address unfamiliar needs that emerged during the COVID-19 pandemic, supporting businesses and their workers, as well as investing in outdoor public spaces. Forward-thinking incentive programs were used to expand housing rental units and support business startups, addressing related problems simultaneously.

The Woodstock Economic Development Commission was an active and engaged body whose commitment cannot be overstated. We thank you for helping lay a strong foundation for Woodstock's vibrant and resilient future and hope that each of you will continue to stay involved in municipal affairs as these goals and objectives move forward.

With gratitude,

Town of Woodstock Selectboard

Village of Woodstock Board of Trustees



Woodstock, Vermont

The Shire Town of Windsor County

TOWN-VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

To: Woodstock Selectboard
From: Abbie Sherman, Economic Development Director
RE: Request for Funding from LOT for Housing & Economic Development Strategic Planning Process
Date: March 19, 2025

The Joint Board has identified the following goals: (1) Improve off season tourism/ lead robust marketing campaign, (2) Develop and execute a 5-year housing development plan, and (3) Support EDD Goals and actions. To assist in meeting these goals, I propose that the Town of Woodstock contract with an outside consultant to undertake a housing and economic development strategic planning process. The resulting plan will support the Joint Board's priorities and help guide the town's economic future by identifying opportunities to strengthen the local economy, align community values with growth priorities, and establish a clear direction for long-term investment.

The process will include a visioning component to help define Woodstock's future and clarify its economic direction. It will also bring together community groups, businesses, private investors, and other stakeholders to collaborate on strategies that support a vibrant and sustainable local economy. The effort will encourage participation from individuals and organizations not currently involved in local planning discussions and foster broader investment in the community.

This project will complement and expand upon the goals and objectives outlined in the Woodstock Town & Village Comprehensive Plan. It also directly supports the section on Economic Development: Goal 1, Objective 1.1, Action 1.1.1, which calls for the development of a working strategic plan which addresses current issues, but also establishes a planned direction forward with attainable and measurable goals.

The resulting plan will create a framework for strategic investment, identify actionable initiatives, and help coordinate efforts among public, private, and community partners to support Woodstock's long-term economic vitality.

The estimated timeline for completion is 6 months, with a requested budget from the Local Options Tax of \$35,000, contingent upon receiving responses to requests for qualifications and negotiation of a final contract price with a selected consultant.

ARBOR SCAPE Inc.

TREE CARE LANDSCAPE TRAIL BUILDING

March 9, 2026
Estimate# E26:34

Stuart Matthews
Woodstock Village Conservancy
Woodstock, VT 05091

Woodstock Village Tree Planting Project

Site Protection

Barricade, Signage and Storefront Protection

Site Protection Total: \$796.79

Sidewalk Demolition

Removal of necessary sidewalk panels - estimated at 3 panels per tree location. Combination of sawing and hammering to achieve appropriate depth for planting. Excavate and dispose of sub grade material.

Sidewalk Demolition Total: \$12,562.27

Tree Installation

Site Prep: 1 HR	\$4,653.28
Structural Soils: 48 Cu.Y	\$3,648.48
Mulch: 2 Cu.Y	\$206.05
GLDITSIA triacanthos. 'Street Keeper' - 2.5-3"C: 2 EA	\$3,427.20
GINKGO biloba 'Princeton Sentry' - 2.5-3"C: 2 EA	\$4,131.50
Tree Delivery:	\$764.71
Tree Grate: 4' x 4': 4 EA	\$6,523.24
Grate Delivery - ESTIMATED: 1	\$1,470.59
Daily Site Clean Up & Detail	\$410.37

Tree Installation Total: \$25,235.42

Concrete Sidewalk Installation

Installation of 8 New Concrete Panels. Prep, Remesh Grid. Stone Base. Broom Finish.

Concrete Sidewalk Installation Total: \$11,958.33

ARBOR SCAPE Inc.

TREE CARE LANDSCAPE TRAIL BUILDING

Plant Health Care

NutriRoot & BioMP Root Zone Injection. Combination of fertilizer, micronutrients and carbohydrates to increase root growth, decrease establishment stress and encourage plant vigor.

Plant Health Care Total: \$914.97

Ongoing Maintenance

Watering for the 2026 Season: Approximately 40 Occurrences. (2) 20 GAL Gator Bag per Tree

Ongoing Maintenance Total: \$6,500.00

Grand Total: \$57,967.78

I/we Stuart Matthews – as agree to the proposal as outlined above.

Client Signature: _____

Date: _____

This proposal is valid until April 8, 2026.

Payment Schedule

Deposit	15.00%	\$8,780.75
Installment 1	35.00%	\$20,488.43
Installment 2	40.00%	\$23,415.34
Retainage	10.00%	\$5,853.84

Payment Terms:

Deposit: Due Upon Signing Proposal

Installment 1: Due at Project Start

Installment 2: Within 30 Days of Project Milestone

Retainage: Within 30 Days of Final Invoice – this invoice will reflect actual T & M

WoodstockVT.com Ad Sales Policy

Ad Placement

(For purposes of this document, "ad" refers to a paid placement on the WoodstockVT.com website.)

- No ads will be placed on the home page.
- Advertisers may request placement on any secondary or lower page, but placements and creative must be approved by the Marketing Coordinator or the Marketing Committee.
- With the exception of Special Event sponsorship logos placed on the Special Event page, there will be a limit of ten regular ads on the site at any one time. Approved ad placement is first come first served.

Regular Ad Format

- Ads will be placed below the header block for the page and above the three across listings.
- Images will be 2048 px wide by 1442 px high.
- There is space for approximately 50-60 words of ad body copy.
- The text area headline and / or image can be a link to the ad purchaser's own website, or if they prefer to another page on WoodstockVT.com
- The bottom of the ad text area will include the statement "Sponsored Content" (Not included in ad word count limits)

Regular Ad Creative

- The ad purchaser will provide an image fitting image sizing requirements
- The ad purchaser will provide body text fitting word count limitations.
- Ad copy and the image will be reviewed by the Marketing Coordinator for approval.
- No offensive copy or imagery will be accepted for an ad placement.

Regular Ad Duration and Cost

- Ads will be sold and posted for a three month period.
- Ads will cost \$1500.00 per three month period. Woodstock Area Chamber of Commerce members will receive a 50% discount.
- Ads will be renewable, upon agreement between the ad purchaser and the Marketing Coordinator / Marketing Committee.

Special Event Sponsorship Logos

- A Special Event (e.g. Chamber or Town Events) may place up to 3 premium sponsor logos beneath the event content of the WoodstockVT.com page for that event, in the three across format.
- There will be no charge to the Special Event organizer for placement of Premium Sponsor logos or Sponsor logos on the Special Event page. The Special Event organizer may charge whatever fee it deems appropriate to Premium Sponsors and Sponsors.

To Place an Ad

- The Woodstock Area Chamber of Commerce will handle sales, inquiries and payment processing for Ads.
- All placements and Ad creative are subject to the approval of the Marketing Coordinator and / or the Marketing Committee and purchase will not be finalized until such approval is received.
- Payment in full for an ad placement is due upon the signing of this document by all parties.

With their signature on the final purchase agreement all parties agree to abide by the stipulations in this document.



Featured Business

Richardson's Tavern at the Woodstock Inn & Resort features ingredient-driven menus and a redesigned interior to complement friendly service and a casual ambiance. Expect local farms to be highly featured on dishes made to share, with a menu of offerings that will keep you wanting to come back and try more.

[Book a Reservation](#)

Eric Duffy

From: Matt Paul <mpaul2298@gmail.com>
Sent: Wednesday, March 11, 2026 2:02 PM
To: Eric Duffy
Subject: Carlton Hill Rd

Hello Eric,

My name is Matthew Paul and I am in the contracting phase for a lot in Woodstock on Carlton Hill Rd. I just spoke to Greg from the public works department, and he let me know that for the driveway construction, I will need a variance through the select board meeting. I am hoping to get on the meeting this month, but I understand that I am potentially close to a deadline. I have tried giving the office a call.

Is there any chance you could let me know how I can get on the meeting this month?

Thank you!

Matt

**Town of Woodstock
Selectboard Meeting
February 17th 2026
6:00 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy, Kitty Mears Koar

Public: John Powell, Jenevra Wetmore

A. Call to order

Chair Ray Bourgeois called the Selectboard meeting of February 17th to order at 6:00 PM.

B. Additions to & deletions from posted agenda

A construction contract for the FEMA elevation project

Form PVR 4155, which confirms there are no outstanding appeals from the 2025 grand list

C. Citizen's Comments -None

D. Manager's Report

Eric Duffy provided updates on several matters:

- The Wastewater project has three upcoming public events: February 18 at 5 PM at the Woodstock Inn, February 19 at 9 AM at Farmer and the Bell, and February 19 at 5 PM at Town Hall featuring Hoyle Tanner presenting on the overall project.
- He recently returned from California where he served on the education committee for ICMA, selecting speakers for the annual conference in October.
- The Town is managing its salt supply during the current shortage by working with the state, which is allowing towns to use state salt that will be replenished in summer.
- Meeting technology improvements are underway, which should be completed soon and will free up staff time.
- Local option tax allocations for the first two quarters showed significant increases: rooms and meals tax brought in \$195,929 (about \$40,000 more than last year) and sales tax revenue was \$227,000 (also about \$40,000 more than last year).
- Absentee ballots are available at the Clerk's Office.

E. Financial Report

Eric Duffy presented the financial report, noting:

- Current expenses are at about 75% through the fiscal year, though only 62% of the year has passed. This is due to capital reserve transfers, ambulance payment, and grants that will be reimbursed later.

- After adjusting to these factors, the Town is at about 66% of expenses at 62% of the year.
- The Town is tracking toward a potential surplus of around \$500,000.
- Two areas being closely monitored are:
 1. Dispatch salaries, which were elevated due to staff shortages requiring overtime, but should decrease as new staff is now trained.
 2. Fire and EMT salaries, which remain high due to difficulty finding part-time workers, resulting in more overtime costs for full-time employees.
- The Selectboard has approved hiring 2.5 new fire EMT workers for the next fiscal year to address staffing issues.

F. Vote

Vote to move March Meeting

The March 17 meeting needed to be moved as it conflicts with the Village Meeting Day.

Motion: by Vice Chair Susan Ford To move the March meeting from March 17 to March 19 at 6 o'clock. (6:11 PM)

Seconded: by Cliff Johnson

Vote: 4-0-0, passed

Grants and Accounts Payable Policy

Eric Duffy explained that these policies are required for federal funds being passed through the state, documenting how funds move through the Woodstock financial office. Eric Dufy noted that while these policies formalize existing practices, they also provide clearer guidelines for staff.

Motion: by Cliff Johnson to accept the Grants policy and the Accounts Payable Procedure (6:13 PM)

Seconded: Vice Chair Susan Ford

Vote: 4-0-0, passed

Mileage Sheet

Chair Ray Bourgeois noted that while they weren't changing speed limits at this time, they would like to put reviewing speed limits on back roads on a future agenda.

Motion: by Cliff Johnson to accept the mileage sheet (6:14 PM)

Seconded: Vice Chair Susan Ford

Vote: 4-0-0, passed

Town and Road Standards

Motion: by Cliff Johnson To Accept the Town Road and bridge standards.

(6:15 PM)

Seconded: by Vice Chair Susan Ford

Vote: 4-0-0, passed

EC Fiber Letter

John Powell presented information about improving underground telecommunications in the Village area, specifically related to public Wi-Fi options. The proposal was for EC Fiber to research options and grant funding possibilities, with no financial commitment from the Town. The goal is to work with existing underground providers to upgrade infrastructure in a holistic way.

Motion: by Cliff Johnson To approve the letter for research and proposal to improve underground telecommunications in the village area and authorize Eric Duffy to submit the letter. (6:18 PM)

Seconded: by Vice Chair Susan Ford

Vote: 3-0-0, passed

FEMA Contract

Eric Duffy presented a contract for a home elevation project that has been in process for over two years. After three bid attempts, they received a bid from GE Construction for \$168,078. This is a pass-through contract with FEMA reimbursing the town, and the property owners covering any costs over budget.

Motion: by Cliff Johnson To approve the contract with GE Construction. (6:20 PM)

Seconded: Vice Chair Susan Ford

Vote: 4-0-0, passed

PVR 4155 Form

The Board was asked to approve Form PVR 4155, confirming there are no pending appeals or suits from the 2025 Grand List. The assessors have already signed off on this.

Motion: by Cliff Johnson To approve PVR 4155. (5:22 PM)

Seconded: by Vice Chair Susan Ford

Vote: 4-0-0, passed

D. Discussion

Re-Org Meeting

The board discussed scheduling the reorganization meeting after Town Meeting Day. They agreed on March 4 at 9:00 AM, noting they needed to ensure that board members would have time to be sworn in before the meeting.

Town Meeting planning

Board members reported on preparations for Town Meeting:

- Slides are being prepared with article language to be projected during the meeting
- A rehearsal is planned for the following week at Pentangle
- They are awaiting confirmation for childcare services from Change the World Kids
- With only 8 articles this year, the meeting should be briefer than in past years
- Time will be allocated for candidates for office to speak
- Discussion about bond votes for the wastewater project will also be included
- The board will invite the legislative delegation or representative delegation to attend

Main Wastewater project update

Eric Duffy noted there would be a public forum on Thursday, February 19 at 5 PM providing detailed information about the wastewater project.

The board also discussed implementing a communication plan regarding the penalty for failure to file homestead forms, as the April 15 deadline approaches.

G. Approval of Minutes

Motion: by Vice Chair Susan Ford approve the minutes of January 20, 2026 and January 26, 2026. (6:30 PM)

Seconded: by Cliff Johnson

Vote: 4-0-0, passed

H. Adjournment

Motion: by Cliff Johnson to adjourn the meeting (6:31 PM)

Seconded: by Vice Chair Susan Ford

Vote: 4-0-0, passed

Respectfully submitted,

Kitty Mears Koar

**Town of Woodstock
Selectboard Meeting
February 19th 2026
5:00 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Ray Bourgeois, Laura Powell, Cliff Johnson

Staff: Eric Duffy, Kitty Mears Koar, Abbie Sherman

Public: Kirsten DiPietro Warden (Lead Engineer), and Jon Olin (Senior Engineer) of Hoyle Tanner and Associates, Barbara Kennedy, Lynda Fulkerson, Steve Fulkerson, Ben Pauley, Charles Taylor

A. Call to order

Chair Ray Bourgeois called the Selectboard meeting of February 19th to order at 5:00 PM.

B. Additions to & deletions from posted agenda

Liquor License – Pentangle 3rd Class

C. Citizen's Comments -None

D. Main Wastewater Renovation Project Public Forum

Hoyle Tanner Presentation

Laura Powell noted the bond vote for the Main Wastewater Plant renovation is scheduled for Tuesday, March 3, 2026. Absentee ballots are currently available, and in-person voting will be held at Town Hall from 7:00 AM to 7:00 PM. Because the measure involves a bond, state statute requires it to appear on a paper ballot, necessitating the Tuesday vote rather than the Saturday Town Meeting format.

Project Background and Existing Conditions

Nicole Davis introduced the project, noting that the Wastewater treatment facility was originally constructed in 1968 with some upgrades along the way. A Preliminary Engineering Report (PER) process was initiated in 2023 to study necessary improvements, and in 2025 the study was revisited to incorporate research into new treatment technology.

Kirsten DiPietro Warden then provided a detailed walkthrough of the existing facility's deficiencies. She explained which structures would be demolished (headworks building, aeration tanks, clarifiers, and chlorine contact tank) and which would remain, noting that the demolished structures constitute the core of the facility's biological treatment and disinfection processes. Key findings included:

- **Headworks:** Equipment replaced approximately 20 years ago (2005–2006) has experienced severe corrosion from hydrogen sulfide and other sewer gases, affecting the building structure, lighting, and all metal components.
- **Aeration Tank:** Severe steel corrosion has compromised a structural beam supporting the divider wall between two treatment trains. Operators cannot lower

the water level on one side to perform required cleaning due to risk of catastrophic failure, which has degraded biological treatment performance. Concrete defects were also observed.

- **Clarifiers:** Concrete cracking and steel corrosion are present, and the clarifiers are undersized for peak hydraulic flows, which is problematic given inflow and infiltration into the collection system during rain events.
- **Chlorine Contact Tank:** Undersized for peak hydraulic flow and does not meet state standards for 30-minute disinfection contact time at peak flow, nor does it meet flood resilience standards.
- **Effluent Pump Station:** Built around 1975–1976 to boost flows during flood stage when the river level rises behind the Army Corps of Engineers berm, this station is over 50 years old, has only one pump, and is notably still operational.

DiPietro Warden summarized the project needs across four categories: aging infrastructure at the end of its useful life; flood resiliency, particularly the need for a reliable effluent pump station during elevated river levels; health and sanitation, as failure of any component could result in undisinfected or insufficiently treated wastewater being discharged to the Ottawaquechee River; and growth, as inadequate infrastructure could result in a moratorium on new connections, affecting restaurants, commercial businesses, and potential new development such as a brewery.

Proposed Technology: Aerobic Granular Sludge (AGS)

DiPietro Warden described the selected treatment technology — Aerobic Granular Sludge (AGS) — as newer to the United States but well-established in Europe, with approximately 30 to 40 installations now in the U.S. She characterized it as "truly going to be the way of the future for biological treatment." AGS works by growing dense, granular sludge through a longer sludge detention time. The granule's cross-section contains distinct zones: an outer aerobic zone for nitrification, a middle anoxic layer for denitrification, and an anaerobic core for phosphorus removal — allowing simultaneous nutrient removal in a single tank rather than the multiple tanks required by conventional activated sludge processes.

A live demonstration was referenced: on a prior public tour, a side-by-side comparison was shown of the existing plant sludge and an AGS sample. The existing sludge never settled, while the AGS sample settled within seconds of aeration being stopped, illustrating the dramatically superior settling characteristics (15 times that of conventional activated sludge).

Key attributes of AGS highlighted included: all treatment occurring in one reactor (two will be built for redundancy); cycle times that are adjustable for low or high flow conditions; self-sustaining biomass requiring no chemical addition; enhanced biological nutrient removal (BNR) capable of achieving total nitrogen below 3 mg/L and phosphorus below 1 mg/L; operational simplicity compared to conventional enhanced BNR systems; and a minimal footprint resulting in lower capital and installation costs.

DiPietro Warden also noted significant energy savings due to reduced air requirements and the elimination of return recycle pumping.

Proposed Process and Site Plan

DiPietro Warden walked through the proposed process flow: raw wastewater enters a new headworks building for screening and grit removal, then flows to an influent pump station with pre-equalization to dampen peak flows before feeding the two AGS biological reactors at a more constant rate. Treated effluent then passes through a new UV (ultraviolet) disinfection system — replacing the existing chemical-based disinfection — and flows through a Parshall flume for flow measurement before discharge to the river. Solids are wasted to sludge holding and then dewatered onsite via new dewatering equipment to be installed in one bay of the existing maintenance garage, eliminating the need to contract out dewatering services.

On the site plan, DiPietro Warden highlighted several forward-looking design elements: space is being reserved in the UV disinfection building for future tertiary filtration equipment should the state impose more stringent phosphorus limits in future permit cycles; the entire process is designed to be replicated on the footprint freed by demolition of existing structures, allowing the plant's capacity to be doubled in the future if needed; and all new buildings are designed to protect against the 500-year flood event, with finished floor elevations set at one foot above the 500-year flood elevation of 677.98 feet (approximately 679 feet). The existing operations building will also be renovated, including separating the main office from the laboratory, as operators are currently required to eat lunch in the laboratory where wastewater samples are analyzed — a condition that is not up to code.

DiPietro Warden noted that when asked what precipitated the study, the state's discharge permit requires a 20-year evaluation of facilities. She also confirmed that Woodstock will be the first plant in Vermont and second in New England to adopt AGS technology, while emphasizing it is not an experiment, as it is being implemented across the country.

Funding

Jon Olin presented the funding structure for the \$34,000,000 project. He emphasized that a positive Town vote is critical both to demonstrate readiness and to secure additional grant funding. Key funding sources included:

- **CWSRF (Clean Water State Revolving Fund) Loan:** Already secured for engineering services; being pursued for construction. Jon Olin highlighted the 2% interest rate as highly favorable for long-term repayment.
- **CDS STAG Grant (Congressional Directed Spending):** \$1,000,000 recently awarded, secured in partnership with Harry Falconer and the regional planning commission. Jon Olin noted this was a significant achievement given national competition.

- **EDA Disaster Supplemental Grant:** Currently being pursued in coordination with Abbie Sherman, with a potential range of \$2,000,000 to \$20,000,000.
- **CWSRF Pollution Control Grant:** Capacity up to \$3,000,000, though Olin cautioned that available funds are currently low and the full amount should not be anticipated.

Jon Olin clarified that the \$1,000,000 STAG grant is not yet reflected in the \$34,000,000 bond figure, and that the bond is being pursued for the full project cost while grants are sought to offset the community impact over time. Additional local funding mechanisms discussed included town reserves (managed and approved by the select board on an annual basis) and local option tax revenues, which are being modeled as sensitivity variables in a custom 30-year financial tool developed for the Town.

On user rates, Olin stated that an increase of approximately 50 percent over the next five years is anticipated, accounting for routine inflation, general operating cost changes, and the project itself. He emphasized that growth — by spreading costs across more users — represents a meaningful opportunity to reduce the per-user impact, though conservative modeling does not count on growth. The Town and Hoyle Tanner will review scenarios annually.

Jon Olin directed attendees to the project website at woodstockmainwwtf.com and closed with the project's mission statement: *"This investment benefits the entire community by protecting the water quality of the Ottauquechee River, supporting housing and economic growth, and ensuring reliable infrastructure for decades to come."*

Public Questions and Discussion

Following the presentation, several questions were raised from the floor and online.

Laura Powell noted the connection between the Wastewater project and the Selectboard's priority of adding housing, observing that the user rate impact could be significantly reduced by adding more connections, reinforcing the case for pursuing housing growth.

Steve Fulkerson asked about current and future design capacity. DiPietro Warden responded that the permitted capacity is 450,000 gallons per day and the plant is currently operating at approximately 50 percent of that. She noted the operational ceiling is 80 percent of permitted capacity, and that the remaining headroom could accommodate roughly 500 additional residential units.

Benjamin Pauley asked about odor implications of the new enclosed infrastructure. DiPietro Warden clarified that while some new buildings are enclosed, the AGS tanks and sludge holding tanks are open to the atmosphere, consistent with the existing process. She stated no change in odor conditions is anticipated and that conditions may in fact improve, though she could not quantify that.

Ben Pauley also asked about the Army Corps of Engineers berm, specifically whether it is tested and maintained. DiPietro Warden clarified that while the berm was built

by the Army Corps in the 1970s, it is owned by the Town, and the project does not involve any modifications to it. Its structural integrity is understood to be intact. Jon Olin added that flood elevations are subject to change over time based on observed events, and that USGS regression equations account for this; the current design protects structures to one foot above the 500-year flood elevation of approximately 678 feet, while the berm itself sits at 677 feet (roughly the 100-year elevation).

Ben Pauley further inquired about heat recovery from the treatment process. DiPietro Warden acknowledged that wastewater does generate recoverable heat and that heat exchange systems exist, but explained this was not part of the current design due to considerable cost and the fact that Woodstock's plant is relatively small. She noted that such systems have been designed for larger facilities like South Burlington. She also noted that the batch process creates periods of no effluent flow, which is not well-suited for effluent heat recovery.

Charles Taylor asked how long the new BNR system would last before requiring further technology upgrades. DiPietro Warden explained that AGS is expected to be the industry's future direction and will increasingly be adopted nationally and across New England. She noted that getting a capacity increase from the state is highly unlikely; instead, facilities will be required to treat to higher standards with existing permitted flows. She confirmed Woodstock will be the first Vermont facility to use this technology. She also reiterated that mechanical components in the corrosive headworks environment have a roughly 20-year replacement cycle, and that the Town should plan reserves accordingly, while concrete and underground piping have life expectancies exceeding 50 years. DiPietro Warden noted that the current constraint is not capacity but rather the ability of the existing biological process to handle increased organic loading without upgrade — and that the new design accommodates future expansion by duplicating the process on the cleared footprint.

Ben Pauley also asked whether the plant would require upgrades within 15 years given projected growth. DiPietro Warden and a board member clarified that current hydraulic capacity is not the limiting factor in the near term, but that without the upgrade, the existing aeration tanks could not handle the full organic load from increased housing over the longer term. DiPietro Warden also noted that the facility's discharge permit — currently overdue for renewal on its five-year cycle — will include a new, more stringent phosphorus limitation, which at a minimum would require chemical addition if the upgrade is not completed.

DiPietro Warden and Nicole Davis confirmed those figures are in the PER amendment, which is publicly available through the state of Vermont DEC's website, and that the AGS alternative was the least-cost option among the three alternatives studied. A video recording of a prior public presentation covering those details was noted as being available, with a link to be shared.

E. Town Meeting Prep

Laura Powell provided an announcement about the upcoming Town Meeting. Woodstock votes over two days: in-person voting on **Saturday, February 28** at 10:00 AM downstairs at Town Hall, covering Articles 1 through 8 (Town budget, Water budget, Sewer budget, and other articles); and by paper ballot on **Tuesday, March 3** on the remaining articles (approximately Articles 9 through 25), which includes the Wastewater treatment bond (statutorily required to be on the paper ballot), special articles for local organizations, elected officials, and the school district ballot. The board members encouraged attendance at the Saturday meeting, noting healthy discussion typically occurs around the budget process. Childcare for children ages 4 and up through Change the World Kids was noted as being arranged.

F. Liquor License

Motion: by Laura Powell to approve a First-Class restaurant liquor license for Pentangle Arts Council, assuming the state has completed its due diligence review. (6:01 PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

Motion: by Laura Powell to approve a third-Class restaurant liquor license for Pentangle Arts Council, assuming the state has completed its due diligence review. (6:02 PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

E. Adjournment

Motion: by Laura Powell to adjourn the meeting (6:02 PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

Respectfully submitted,

Kitty Mears Koar

**Town of Woodstock
Selectboard Meeting
March 4th 2026
9:45 AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Ray Bourgeois, Laura Powell, Cliff Johnson, Susan Ford, Norm Frates Jr.

Staff: Eric Duffy, Kitty Mears Koar

Public: Nicholas Seldon, Tom Debevoise, Donna Foster, Kevin Lynch, Mark Harris

A. Call to order

Chair Ray Bourgeois called the Selectboard meeting of March 4th to order at 9:45 AM.

B. Additions to & deletions from posted agenda

**Vote - Vondell Cobb Conservation purchase and sale agreement
Main Wastewater Plant update**

C. Citizen's Comments

Nicholas Seldon addressed the Board, He welcomed Norm Frates to the Selectboard, expressing hope that he would bring fresh perspective. Mr. Seldon then made several comments regarding the March 2nd and 3rd Personnel hearing of the Village Trustees.

Tom Debevoise made a comment to address legal fees for reviewing the purchase and sales agreement. He noted that having a finalized sales agreement was important for both the grant and fundraising efforts, and that while legal fees would be required, he believed there were potential donors who could cover these expenses even without a finalized agreement. He mentioned that Donna Foster was already on Zoom and that Mark Harris might join later.

D. Reorganization of the Board

Motion: by Chair Ray Bourgeois to have Susan Ford become Chair of the Selectboard (9:52 AM)

Seconded: by Cliff Johnson

Vote: 5-0-0, passed

Motion: by Chair Ray Bourgeois to have Laura Powell be Vice Chair of the Selectboard (9:52 AM)

Seconded: by Chair Susan Ford

Vote: 5-0-0, passed

E. Adopt Newspapers of Record

Chair Susan Ford explained that typically the Vermont Standard serves as the primary newspaper of record with the Valley News as the alternative. Eric Duffy noted that over the past year, they had used the Valley News more frequently for Community

Development and Planning Permits because it was often easier to get items published quickly, but emphasized they needed both options available.

Motion: by Chair Susan Ford moved to adopt the Vermont Standard as primary newspaper of record with the Valley News as alternate.
(9:53 AM)

Seconded: by Cliff Johnson

Vote: 5-0-0, passed

F. Municipal Appointments

Kitty Mears Koar prepared a comprehensive list of municipal appointments. The process would involve the Selectboard making appointments, sending letters to appointees, who could then accept or decline. Kristen Murphy was noted as a new appointment as Truant Officer.

The board chose to approve the entire list with the understanding that confirmations would be needed, and some positions might need to be filled later.

Motion: by Cliff Johnson to approve the entire municipal appointments list with the understanding that confirmations would be obtained and vacant positions filled as needed
(9:55AM)

Seconded: by Vice Chair Laura Powell

Vote: 5-0-0, passed

G. Discussion

Wastewater Plant update

Eric Duffy announced that the Wastewater Renovation Project bond had passed by a vote of 808 to 209, representing approximately 80 percent approval, similar to the Water Department vote. He thanked the Selectboard, staff members Tim, Alex, and Cody, all Town staff who helped during advocacy efforts, and most importantly, the people of Woodstock for trusting them to move forward with the project.

H. Vote

Vondell Cobb Conservation

Chair Susan Ford provided a comprehensive summary of the current status. The board had previously voted to conserve the property according to maps approved by the Land Trust and VHCB for a total of \$1,000,000, anticipating a \$600,000 grant from VHCB and \$400,000 from donations. The grant application deadline was tight, requiring a signed purchase and sale agreement by March 9th. No private donations had been secured to date.

Donna Foster clarified that the VHCB board would vote on the \$605,000 recommendation at their March 26th meeting, with materials due to board members by March 9th. She explained that the additional \$400,000 fundraising had no time limit and could occur after the grant was awarded. The purchase and sale agreement would include a contingency allowing the Town to withdraw if only \$250,000 was raised and the Selectboard deemed it inadequate.

Tom Debevoise stated that he and Mark Harris remained committed to raising the full \$400,000, though it might take until October. He felt confident they could reach the \$250,000 minimum required by VHCB and believed the full \$400,000 was achievable, particularly once a finalized purchase and sales agreement was in place. He acknowledged he couldn't guarantee a specific timeline but expressed confidence in completing the fundraising within six months.

Vice Chair Laura Powell asked about the contract contingencies, and Chair Susan Ford confirmed it was the Town's contingency based on fundraising amounts rather than the seller's contingency.

Kevin Lynch joined via Zoom expressing concern about the tight March 9th deadline and asking about the possibility of an extension to March 26th. Donna Foster confirmed she felt confident an extension could be obtained and would discuss this during her morning meeting with VHCB.

Chair Susan Ford clarified that while there would be other grant opportunities throughout the year, this was the closest vote where the \$600,000 could be guaranteed, and future funding couldn't be assured.

Motion: by Chair Susan Ford moved to proceed with the purchase and sale agreement contingent on obtaining an extension for attorney review (10:09 AM)

Seconded: by Cliff Johnson

Vote: 5-0-0, passed

G. Proposed Executive Session 1 V.S.A 313

Motion: by Chair Susan Ford to go into a Proposed 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: that pursuant to 1 VSA313 Section 1A2 (10:10 AM)

Seconded: by Cliff Johnson

Vote: 5-0-0, passed

Motion: by Chair Susan Ford to exit executive Session (10:17 AM)

Seconded: by Cliff Johnson

Vote: 5-0-0, passed

Eric Duffy thanked Ray Bourgeois for his leadership as chair over the past two-plus years, noting significant accomplishments during his tenure.

H. Adjournment

Motion: by Vice Chair Laura Powell to adjourn the meeting (10:18 AM)

Seconded: by Norm Frates Jr.

Vote: 5-0-0, passed

Respectfully submitted,

Kitty Mears Koar

**Town of Woodstock
Selectboard Meeting
March 10th 2026
5:00 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Vice Chair Laura Powell, Cliff Johnson, Chair Susan Ford, Norm Frates Jr., Ray Bourgeois

Staff: Eric Duffy

Public:

A. Call to order

Chair Susan Ford called the Selectboard meeting of March 10th to order at 5:00 PM.

B. Additions to & deletions from posted agenda

A scheduling conversation around training from VLCT

C. Citizen's Comments - None

D. Votes

Bid Award: Environmental Assessment Elm Street Pipe Project

Eric Duffy presented the bid award recommendation for the Environmental Assessment of the Elm Street pipe project. The Town received eight proposals from different vendors, with bids due on February 26th. The original budget for the project was approximately \$20,000. Eric Duffy, along with Abby Sherman Economic Development Director, and Stephanie Appelfeller Chief of Staff, reviewed the proposals based on experience with NBRC environmental assessments, clarity and feasibility of work plans, cost effectiveness, and references and quality of previous work.

The recommendation was to select VHB Vanessa Hegan Preston with a cost estimate cost of \$19,993.44. This cost could be reduced to \$16,521.50 if a historic resource documentation package (HRDP) is not required. Eric Duffy explained that the HRDP would be needed if they have to document the historic nature of the bridge, a requirement that would likely come from the state.

Chair Susan Ford asked for clarification about who would require the historic documentation, and Eric Duffy confirmed it would probably be the state.

Motion: by Ray Bourgeois to award the bid to VHB for the Elm
Street Pipe Project (5:03 PM)
Seconded: by Norm Frates Jr.

Vote: 5-0-0, passed

Bid Selection of 3 Applicants: Water System Improvements

Eric Duffy explained that this RFP was structured differently, requesting proposals without quotes so the Town could choose the three strongest vendors and then negotiate process and price with them. The Town received four proposals and was recommending moving forward with MSK, Weston Sampson, and Eldridge and Elliott for the next phase of negotiations. The selection was based on the same criteria as the previous proposal.

Chair Susan Ford clarified for the public that this project involves the new well project and what they're calling "1b," which is the pipe replacement down Route 4 from Cox District Road down to the bridge by the Rec Center.

Motion: by Ray Bourgeois to proceed with MSK, Weston Sampson,
and Eldridge and Elliott for negotiations (5:05 PM)
Seconded: by Vice Chair Laura Powell
Vote: 5-0-0, passed

Scheduling with the VLCT

Eric Duffy reported that he had reached out to VLCT to arrange training on executive session and open meeting law for the boards. VLCT can offer approximately a two-hour training session that would include the entire Select board, the Village Trustees, and chairs of other committees and commissions such as Planning Commission and Design Review Board.

Three potential dates were discussed: Tuesday, March 31st, Wednesday, April 1st, and Thursday, April 2nd. Eric Duffy reviewed the Town calendar and noted that March 31st was wide open, April 1st had Planning Commission from 6 PM onward, and April 2nd had nothing scheduled.

They scheduled the meeting for April 1st at 3:30PM

G. Proposed Executive Session 1 V.S.A 313

Motion: by Ray Bourgeois to go into a Proposed 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: that pursuant to 1 VSA313 Section 1A2: the negotiating or securing of real estate purchase or lease options (5:10 PM)

Seconded: by Vice Chair Laura Powell
Vote: 5-0-0, passed

Motion: by Ray Bourgeois to exit executive Session (5:15 PM)
Seconded: by Vice Chair Laura Powell

Vote: 5-0-0, passed

Eric Duffy thanked Ray Bourgeois for his leadership as chair over the past two-plus years, noting significant accomplishments during his tenure.

H. Adjournment

Motion: by Ray Bourgeois to adjourn the meeting (5:16 PM)

Seconded: by Vice Chair Laura Powell

Vote: 5-0-0, passed

Respectfully submitted,

Kitty Mears Koar

