Town of Woodstock
Selectboard Meeting
June 16th, 2026 at 6:00PM
Town Hall & Zoom
Agenda

A. **Call to order**
B. **Additions and Deletions to the Agenda**
C. **Citizen Comments – Three-minute maximum limit per resident**
D. **Manager's Report**
E. **Financial Report**
F. **Selectboard Statements**
    1. Response to Open Meeting Violation Allegations
    2. Statement on ongoing litigation
    3. FY25 Legal Fees
G. **Discussion**
    1. Committee Vacancies
        a. Housing
        b. Finance
    2. Woodstock Area Rural Medication Hub (WARMH)
    3. VLCT's Guidelines for Agenda Addition
    4. Vondell Cobb Update
    5. Noise Ordinance
H. **Votes**
    1. Utility Abatement- Clayton Reed
    2. Sewer Abatement- Billing Farms abatement
    3. Sewer Abatement- 4 the Green
    4. Sewer Abatement- Blake Hill
    5. Town Hall Camera System
    6. TRORC energy coordinator annual contract
    7. Receiving donation of parcel ID #30.21.43 SPAN 786-250-11554
    8. Transfer of Funds
        a. Water bond payments
        b. Discretionary Reserve Fund

I. **Potential Executive Session 1 V.S.A 313**
    1. The negotiating or securing of real estate purchase or lease options
J. **Approval of Minutes**
    05.26.226
    05.28.26
    06.02.26
K. **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	Actual % of Budget
H-4001-000 Water Billed Revenue	735,226.17	551,893.04	75.06%
H-4002-000 Water interest revenue	0.00	3,041.07	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	**735,226.17**	**559,951.81**	**76.16%**
H-5021-100 Salaries & Wages	166,000.00	135,096.24	81.38%
H-5021-197 Employer Healthcare Cost	20,830.00	42,848.14	205.70%
H-5021-198 CCC - Water company	750.00	512.82	68.38%
H-5021-199 Employer Paid Benefits	33,200.00	27,771.65	83.65%
H-5021-201 Operating Supplies	44,860.00	51,795.56	115.46%
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 Utlilities	41,496.00	31,279.09	75.38%
H-5021-207 Audit Expense	7,000.00	0.00	0.00%
H-5021-305 Other Purchased Services	20,000.00	16,947.50	84.74%
H-5021-306 Uniforms Maintenance	0.00	2,157.99	100.00%
H-5021-310 Laboratory Testing	2,000.00	2,190.24	109.51%
H-5021-502 Communications	0.00	1,821.33	100.00%
H-5021-503 Fuel	4,000.00	2,866.24	71.66%
H-5021-602 Well Redevelopment	0.00	28,330.00	100.00%
H-5021-703 Repairs and Maintanence	80,000.00	31,100.91	38.88%
H-5021-802 Bond Interest Payment	238,976.17	336,600.00	140.85%
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			
Total H - Capital Spending	**0.00**	**0.00**	**0.00%**
H-540 Water Department Grants			
H-5401-000 NBRC - Grant funds	0.00	2,581.10	100.00%
H-5401-401 Elm St. H20 System Imp	0.00	11,327.65	100.00%
H-5402-000 NBRC - Matching Funds	0.00	1,416.00	100.00%
Total Water Department Grants	**0.00**	**15,324.75**	**100.00%**
Total Appropriations	**735,226.17**	**781,735.11**	**106.33%**
Total WATER GENERAL FUND	**0.00**	**-221,783.30**	
Total All Funds	**0.00**	**-221,783.30**	

Account	Budget	Actual	Actual % of Budget
3-400 CONSUMPION FEE REVENUE			
3-4006-000 Sewer Consumption Fees	1,400,576.47	1,090,575.31	77.87%
3-4007-000 Delinq Consump - Interest	10,000.00	13,528.53	135.29%
3-4008-000 Delinq Consump - Penalty	12,500.00	-2,774.35	-22.19%
Total CONSUMPION FEE REVENUE	**1,423,076.47**	**1,101,329.49**	**77.39%**
3-407 INTEREST INCOME			
3-4071-000 General Interest Income	20,000.00	20,492.53	102.46%
Total INTEREST INCOME	**20,000.00**	**20,492.53**	**102.46%**
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**	**1,110,015.57**	**76.92%**
3-500 PENSION EXPENSE			
Total PENSION EXPENSE	**0.00**	**0.00**	**0.00%**
3-501 ADMINSTRATION			
3-5012 EXECUTIVE			
3-5012-100 Salaries & Wages	65,400.00	56,763.54	86.79%
3-5012-197 Employer Healthcare cost	57,000.00	98,856.16	173.43%
3-5012-198 CCC Tax Sewer	1,100.00	1,465.99	133.27%
3-5012-199 Employer Paid Benefits	13,080.00	4,697.83	35.92%
3-5012-200 Wellness	260.00	0.00	0.00%
3-5012-314 IT Infastructure	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	1,217.72	12,177.20%
3-5012-615 Advertising	108.00	0.00	0.00%
Total EXECUTIVE	**145,238.00**	**165,211.48**	**113.75%**
3-5013 OFFICE ADMINISTRATION			
3-5013-201 Operating Supplies	1,036.00	407.99	39.38%
3-5013-202 Office Supplies	1,132.00	569.17	50.28%
3-5013-204 Postage	1,600.00	2,192.40	137.03%

Account	Budget	Actual	Actual % of Budget
3-5013-302 Legal Services	0.00	1,438.89	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	6,042.80	136.10%
3-5013-503 NEMRC Support/License	670.00	1,162.25	173.47%
3-5013-505 IT - Sewer	6,200.00	6,947.81	112.06%
3-5013-615 Advertising	560.00	0.00	0.00%
Total OFFICE ADMINISTRATION	**16,616.00**	**18,761.31**	**112.91%**
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	40,282.94	121.25%
3-5016-199 Employer Paid Benefits	8,200.00	3,711.55	45.26%
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**	**44,243.52**	**98.04%**
Total ADMINSTRATION	**217,061.97**	**228,216.31**	**105.14%**
3-5021 MAINTAINING SEWER SYSTEMS			
3-5021-100 Salaries & Wages	308,653.75	285,957.68	92.65%
3-5021-199 Employer Paid Benefits	61,730.75	44,608.38	72.26%
3-5021-201 Operating Supplies	4,000.00	0.00	0.00%
3-5021-202 Education and training	1,000.00	1,367.00	136.70%
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	5,355.13	53.55%
3-5021-402 Manhole Repair & Mainte	15,000.00	0.00	0.00%
3-5021-404 Influent Pump	29,500.00	28,028.56	95.01%
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**	**382,922.12**	**79.51%**
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	59,392.99	98.99%
3-5022-202 Office Supplies	500.00	0.00	0.00%

Account	Budget	Actual	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	3,666.25	91.66%
3-5022-305 Other Purchased Services	30,000.00	36,823.44	122.74%
3-5022-306 Uniforms, Protective Gear	6,000.00	6,625.73	110.43%
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	12,995.83	64.98%
3-5022-401 Repair & Maintenance	15,000.00	9,740.84	64.94%
3-5022-409 Small Tools & Equipment	900.00	0.00	0.00%
3-5022-426 Dewatering	120,000.00	132,867.67	110.72%
3-5022-501 Utilities	110,000.00	122,383.12	111.26%
3-5022-502 Communications	8,500.00	6,186.76	72.79%
3-5022-601 Travel & Transportation	200.00	0.00	0.00%
3-5022-603 Dues, Subs & Meetings	1,000.00	1,980.43	198.04%
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	29,639.84	38.00%
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**	**541,390.38**	**92.80%**
3-5023 SEWER VEHICLE			
3-5023-203 Repair & Mainte Supplies	9,000.00	1,299.99	14.44%
3-5023-601 Fuel	9,000.00	4,506.43	50.07%
Total SEWER VEHICLE	**18,000.00**	**5,806.42**	**32.26%**
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%**

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**	**1,323,632.34**	**91.72%**
Total SEWER GENERAL FUND	**0.00**	**-213,616.77**	
Total All Funds	**0.00**	**-213,616.77**	

Account	Budget	Actual	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	100,713.39	154.94%
1-4003-000 Delinquent Penalty	80,000.00	128,145.32	160.18%
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**	**7,387,423.50**	**101.65%**
1-401 RENTAL INCOME			
1-4015-000 Pentangle Rental	12,210.00	12,210.00	100.00%
1-4016-000 Chamber of Commerce Rent	6,600.00	2,500.00	37.88%
Total RENTAL INCOME	**18,810.00**	**14,710.00**	**78.20%**
1-402 FEES & PERMITS			
1-4022-000 Overweight Permits	600.00	610.00	101.67%
1-4024-000 Alarm System Registration	7,100.00	4,950.00	69.72%
Total FEES & PERMITS	**7,700.00**	**5,560.00**	**72.21%**
1-403 TOWN CLERK FEES			
1-4031-000 Dog Licenses	1,250.00	289.00	23.12%
1-4032-000 Liquor Licenses	2,700.00	3,135.00	116.11%
1-4033-000 Marriage Licenses	350.00	910.00	260.00%
1-4034-000 Recording Fees	33,500.00	35,272.00	105.29%
1-4035-000 Use of Records	1,200.00	1,020.00	85.00%
1-4036-000 Town Clerk Copies	11,500.00	10,288.00	89.46%
1-4037-000 Restoration of Records	0.00	12,712.00	100.00%
1-4039-000 Town Clerk Miscellaneous	200.00	248.00	124.00%
Total TOWN CLERK FEES	**50,700.00**	**63,874.00**	**125.98%**
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	105,469.17	162.26%
1-4052-000 Zoning Maps & Regulations	100.00	0.00	0.00%
Total PLANNING & ZONING	**65,100.00**	**105,469.17**	**162.01%**
1-406 PARKS			
Total PARKS	**0.00**	**0.00**	**0.00%**
1-407 INTEREST INCOME			

Account	Budget	Actual	Actual % of Budget
1-4071-000 General Interest Income	50,000.00	56,398.35	112.80%
Total INTEREST INCOME	**50,000.00**	**56,398.35**	**112.80%**
1-408 AMBULANCE & FIRE DEPT			
1-4081-000 Ambulance Services	905,000.00	745,225.62	82.35%
1-4082-000 Ambulance Contract Fees	0.00	-6,775.00	100.00%
1-4083-000 Ambulance Per Capita Fees	170,000.00	147,839.40	86.96%
1-4085-000 Misc. Fire	0.00	10,917.65	100.00%
Total AMBULANCE & FIRE DEPT	**1,075,000.00**	**897,207.67**	**83.46%**
1-409 MISCELLANEOUS			
1-4091-000 Miscellaneous Revenue	0.00	7,329.35	100.00%
1-4091-002 Bank Recon Items	0.00	48,104.50	100.00%
1-4091-004 Short Term Rental Town	0.00	9,975.00	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	52,243.17	113.57%
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	121,150.00	100.00%
Total MISCELLANEOUS	**302,090.00**	**426,407.57**	**141.15%**
1-44 GRANT REVENUE			
1-4429-000 Cooperative Mng Agree	0.00	198,094.00	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**	**239,582.84**	**100.00%**
1-450 MANDATORY DRAWBACK			
1-4501-000 Abatements	-4,000.00	-9.04	0.23%
1-4502-000 Ambulance Drawback	-490,000.00	-245,741.54	50.15%
Total MANDATORY DRAWBACK	**-494,000.00**	**-245,750.58**	**49.75%**
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%**

Account	Budget	Actual	Actual % of Budget
1-489 TOWN FOREST			
1-4897-000 Town Forest Lease	7,800.00	7,500.00	96.15%
Total TOWN FOREST	**7,800.00**	**7,500.00**	**96.15%**
Total Revenues	**8,352,359.54**	**8,965,891.52**	**107.35%**
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%
1-5002-966 Community Television	0.00	7,500.00	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**	**210,397.00**	**100.00%**
1-5003 CULTURE & RECREATION			
1-5003-807 LittleTheaterBondPayment	11,000.00	11,000.00	100.00%
1-5003-808 LittleTheaterBondInterest	4,000.00	2,638.19	65.95%
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	232,900.00	98.27%
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**	**465,435.19**	**99.03%**
1-5004 HEALTH OFFICER			
1-5004-100 Salaries & Wages	2,000.00	1,931.64	96.58%
1-5004-199 Employer Paid Benefits	250.00	144.88	57.95%
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**	**2,076.52**	**84.76%**
1-5010 GOVERNMENT BUILDINGS			

Account	Budget	Actual	Actual % of Budget
1-5010-201 Operating Supplies	3,000.00	1,267.31	42.24%
1-5010-305 Other Purchased Services	10,000.00	15,390.62	153.91%
1-5010-309 Custodial Services	14,000.00	10,320.00	73.71%
1-5010-501 Utilities	36,000.00	46,174.17	128.26%
1-5010-703 Bldg Repairs & Mainte	25,000.00	19,873.67	79.49%
1-5010-706 EEI	83,738.56	171,664.05	205.00%
Total GOVERNMENT BUILDINGS	**171,738.56**	**264,689.82**	**154.12%**
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	503,404.80	85.32%
1-5011-198 CCC tax Town	15,332.77	9,957.07	64.94%
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	28,647.68	49.82%
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%
1-5011-706 Aqueduct Acquisition	0.00	39,176.42	100.00%
1-5011-707 Water Capital projects	120,000.00	0.00	0.00%
Total SELECT BOARD	**890,448.77**	**635,537.94**	**71.37%**
1-5012 EXECUTIVE			
1-5012-100 Salaries & Wages	179,850.00	172,165.18	95.73%
1-5012-199 Employer Paid Benefits	35,970.00	47,705.22	132.63%
1-5012-200 Wellness	715.00	3,540.93	495.23%
1-5012-314 IT Infrastructure	18,700.00	20,770.28	111.07%
1-5012-603 Dues, Subs & Meetings	4,070.00	7,013.55	172.32%
1-5012-615 Advertising	297.00	0.00	0.00%
Total EXECUTIVE	**239,602.00**	**251,195.16**	**104.84%**
1-5013 OFFICE ADMINISTRATION			
1-5013-201 Operating Supplies	2,849.00	5,096.67	178.89%
1-5013-202 Office Supplies	3,113.00	5,088.01	163.44%
1-5013-204 Postage	4,400.00	8,233.04	187.11%
1-5013-401 Equipment Maintenance	880.00	2,521.88	286.58%
1-5013-405 Machinery & Equipment	1,809.50	5,755.99	318.10%
1-5013-502 Communications	12,210.00	15,211.71	124.58%
1-5013-505 IT - Town	18,892.50	26,564.72	140.61%
1-5013-615 Advertising	1,540.00	4,494.81	291.87%
Total OFFICE ADMINISTRATION	**45,694.00**	**72,966.83**	**159.69%**
1-5014 AUDITING			
1-5014-301 Professional Services	23,720.00	35,500.00	149.66%

Account	Budget	Actual	Actual % of Budget
Total AUDITING	**23,720.00**	**35,500.00**	**149.66%**
1-5015 TREASURER			
1-5015-100 Salaries & Wages	13,000.00	12,000.00	92.31%
1-5015-199 Employer Paid Benefits	2,900.00	861.03	29.69%
1-5015-603 Dues, Subs & Meetings	100.00	0.00	0.00%
Total TREASURER	**16,000.00**	**12,861.03**	**80.38%**
1-5016 ACCOUNTING			
1-5016-100 Salaries & Wages	91,363.16	94,460.08	103.39%
1-5016-199 Employer Paid Benefits	22,550.00	24,922.71	110.52%
1-5016-301 Professional Services	5,802.50	307.87	5.31%
1-5016-305 Other Purchased Services	1,003.75	20.00	1.99%
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**	**123,284.46**	**99.32%**
1-5017 TAX LISTING			
1-5017-100 Salaries & Wages	90,462.84	84,559.63	93.47%
1-5017-199 Employer Paid Benefits	15,936.48	6,468.90	40.59%
1-5017-201 Operating Supplies	500.00	327.70	65.54%
1-5017-301 Professional Services	500.00	400.00	80.00%
1-5017-305 Other Purchased Services	1,000.00	255.00	25.50%
1-5017-312 Licensed State Support	1,300.00	1,830.86	140.84%
1-5017-401 Equip Repair & Mainte	2,000.00	3,116.18	155.81%
1-5017-601 Travel & Transportation	200.00	31.30	15.65%
1-5017-603 Dues, Subs & Meetings	100.00	50.00	50.00%
1-5017-604 Mapping	2,500.00	4,500.00	180.00%
1-5017-605 Education	2,000.00	250.00	12.50%
Total TAX LISTING	**116,499.32**	**101,789.57**	**87.37%**
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	7,828.12	156.56%
1-5021-715 TrafficControlSigns,Posts	3,500.00	0.00	0.00%
Total TRAFFIC CONTROL	**8,500.00**	**7,828.12**	**92.10%**

Account	Budget	Actual	Actual % of Budget
1-5022 HIGHWAY CONST&MAINT			
1-5022-100 Salaries & Wages	466,748.00	426,143.75	91.30%
1-5022-101 Overtime	86,000.00	54,956.90	63.90%
1-5022-199 Employer Paid Benefits	98,559.00	91,232.72	92.57%
1-5022-201 Operating Supplies	20,000.00	38,814.17	194.07%
1-5022-202 Office Supplies	500.00	375.48	75.10%
1-5022-301 Professional Services	1,000.00	689.23	68.92%
1-5022-305 Other Purchased Services	20,000.00	23,214.83	116.07%
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	3,737.83	149.51%
1-5022-425 Rentals	2,000.00	0.00	0.00%
1-5022-502 Communications	4,300.00	5,704.64	132.67%
1-5022-507 Rubbish Removal	33,000.00	38,446.98	116.51%
1-5022-601 Diesel & Gasoline	83,000.00	64,161.53	77.30%
1-5022-707 Spot Gravel	100,000.00	105,813.25	105.81%
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	40,869.40	102.17%
1-5022-716 Roadside Tree Maintenance	25,000.00	0.00	0.00%
1-5022-801 Salt & Sand	210,000.00	183,377.31	87.32%
Total HIGHWAY CONST&MAINT	**1,256,607.00**	**1,089,269.35**	**86.68%**
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	16,164.44	161.64%
1-5024-203 Repair & Maint Supplies	75,000.00	109,806.83	146.41%
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%
1-5024-424 Pickup Lease/Purchase	0.00	12,400.09	100.00%
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**	**241,866.44**	**104.74%**

Account	Budget	Actual	Actual % of Budget
1-5025 SIDEWALK MAINTENANCE			
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	47,829.23	95.66%
Total STREET LIGHTS	**50,000.00**	**47,829.23**	**95.66%**
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	2,295.76	65.59%
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**	**11,477.76**	**94.08%**
1-5028 PUBLIC WORKS BUILDINGS			
1-5028-501 Utilities	32,573.00	25,610.73	78.63%
1-5028-703 Bldg Repairs & Mainte	8,000.00	2,090.90	26.14%
1-5028-807 Bond Payment	70,000.00	69,336.76	99.05%
1-5028-808 Bond Payment - Interest	11,500.00	890.75	7.75%
Total PUBLIC WORKS BUILDINGS	**122,073.00**	**97,929.14**	**80.22%**
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**	**1,798,720.57**	**89.34%**
1-503 AMBULANCE DEPARTMENT			
1-5030 AMBULANCE OPERATIONS			
1-5030-100 Paramedic/BillingSalWages	110,000.00	103,940.93	94.49%
1-5030-102 Chief EM Serv-SalaryWages	47,122.49	49,931.02	105.96%

Account	Budget	Actual	Actual % of Budget
1-5030-103 Firefighter/EMT	565,000.00	537,431.42	95.12%
1-5030-197 Firefighter/EMT Benefits	113,000.00	91,090.22	80.61%
1-5030-198 Chief EM Serv-Benefits	8,482.05	12,696.30	149.68%
1-5030-199 Paramedic/Billing Benefit	19,800.00	38,369.17	193.78%
1-5030-201 Operating Supplies	35,000.00	31,593.63	90.27%
1-5030-202 Office Supplies	3,500.00	3,233.57	92.39%
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	11,397.04	219.17%
1-5030-305 Other Purchased Services	3,500.00	2,335.66	66.73%
1-5030-315 Associates Salary	230,000.00	284,702.00	123.78%
1-5030-318 Paramedic Intercept	5,000.00	3,725.00	74.50%
1-5030-402 Equipment Fire	5,000.00	4,165.25	83.31%
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**	**1,301,515.78**	**103.10%**
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	1,426.11	28.52%
1-5031-431 Ambulance 1 Maintenance	2,500.00	1,681.20	67.25%
1-5031-432 Ambulance 2 Maintenance	2,500.00	850.40	34.02%
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	5,791.18	59.09%
1-5031-601 Travel & Transportation	100.00	0.00	0.00%
Total AMBULANCE VEHICLE	**49,900.00**	**14,387.43**	**28.83%**
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	2,553.28	30.04%
Total AMBULANCE TRAINING	**49,025.00**	**3,034.26**	**6.19%**

1-5033 AMBULANCE COMMUNICATIONS

Account	Budget	Actual	Actual % of Budget
1-5033-561 Office Phone & Internet	2,250.00	1,058.74	47.06%
1-5033-562 Vehicle Cell Phones	5,550.00	2,633.36	47.45%
1-5033-563 Pagers	2,500.00	666.78	26.67%
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**	**7,158.88**	**52.64%**
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	40,000.00	100.00%
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**	**192,000.00**	**100.00%**
Total AMBULANCE DEPARTMENT	**1,566,929.54**	**1,518,096.35**	**96.88%**
1-504 FIRE DEPARTMENT			
1-5040 FIREFIGHTING			
1-5040-100 Salaries&WageFirefighters	45,000.00	461.55	1.03%
1-5040-102 Chief EM Serv-SalaryWages	47,122.49	49,930.84	105.96%
1-5040-198 Chief EM Serv-Benefits	19,000.00	14,738.09	77.57%
1-5040-199 EmplPaidBenefitFirefighte	1,500.00	143.25	9.55%
1-5040-201 Operating Supplies	5,000.00	5,326.57	106.53%
1-5040-202 Equipment Fire	0.00	136.65	100.00%
1-5040-301 Professional Services	5,000.00	4,044.98	80.90%
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	3,713.60	74.27%
Total FIREFIGHTING	**132,572.49**	**81,414.98**	**61.41%**
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	680.20	68.02%
1-5043-502 Communications	6,300.00	4,533.05	71.95%
1-5043-564 Fireground Radios	0.00	-179.16	100.00%
Total FIRE COMMUNICATIONS	**9,700.00**	**6,234.09**	**64.27%**

1-5045 FIRE TRUCK & EQUIPMENT

Account	Budget	Actual	Actual % of Budget
1-5045-201 Operating Supplies	2,500.00	2,738.05	109.52%
1-5045-310 Hose Testing	1,000.00	6,770.00	677.00%
1-5045-401 Repair & Maintenance	5,000.00	1,633.89	32.68%
1-5045-431 Engine #1 Maintenance	2,800.00	2,229.55	79.63%
1-5045-432 Engine #2 Maintenance	3,500.00	7,417.17	211.92%
1-5045-434 Engine #3 Maintenance	3,000.00	3,233.08	107.77%
1-5045-435 Rescue Maintenance	20,000.00	12,308.76	61.54%
1-5045-503 Fuel	4,100.00	2,807.02	68.46%
Total FIRE TRUCK & EQUIPMENT	**41,900.00**	**39,137.52**	**93.41%**
1-5046 FIREFIGHTING EQUIPMENT			
1-5046-201 Operating Supplies	2,000.00	799.27	39.96%
1-5046-401 Equipment Maintenance	1,500.00	800.00	53.33%
1-5046-403 Air Pack Maint & Equip	3,000.00	2,185.38	72.85%
1-5046-406 Equipment Purchase	3,000.00	815.00	27.17%
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	4,389.47	109.74%
1-5046-416 Hose Adapters	1,000.00	0.00	0.00%
Total FIREFIGHTING EQUIPMENT	**15,700.00**	**8,989.12**	**57.26%**
1-5047 WOODSTOCK STATION #2			
1-5047-203 Maintenance Supplies	300.00	505.34	168.45%
1-5047-504 Propane	3,000.00	1,555.64	51.85%
1-5047-506 Electricity	1,250.00	1,569.95	125.60%
1-5047-509 Misc Utilities	2,600.00	1,912.50	73.56%
1-5047-703 Bldg Repairs & Mainte	2,500.00	8,578.13	343.13%
Total WOODSTOCK STATION #2	**9,650.00**	**14,121.56**	**146.34%**
1-5048 EMERGENCY SERVICES BLDG			
1-5048-203 Maintenance Supplies	2,000.00	2,231.26	111.56%
1-5048-504 Propane	5,000.00	8,397.05	167.94%
1-5048-506 Electricity	32,500.00	30,570.94	94.06%
1-5048-509 Misc Utilities	4,500.00	5,132.50	114.06%
1-5048-703 Equip Repair & Mainte	12,500.00	13,461.65	107.69%
1-5048-708 ESB Bond Payment	150,000.00	150,000.00	100.00%
1-5048-709 ESB Bond Interest	97,792.00	95,698.50	97.86%
Total EMERGENCY SERVICES BLDG	**304,292.00**	**305,491.90**	**100.39%**
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%

Account	Budget	Actual	Actual % of Budget
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%
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**	**645,389.17**	**91.70%**
1-505 COMMUNICATIONS			
1-5050 DISPATCH SERVICES			
1-5050-100 Salaries & Wages	333,991.24	355,742.30	106.51%
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	63,503.86	96.22%
1-5050-201 Operating Supplies	1,000.00	240.40	24.04%
1-5050-202 Office Supplies	2,560.00	373.75	14.60%
1-5050-203 Repair & Mainte Supplies	1,600.00	1,377.10	86.07%
1-5050-401 Repairs & Maintenance	2,500.00	1,936.86	77.47%
1-5050-404 Console	38,000.00	37,424.61	98.49%
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	16,508.13	165.08%
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**	**483,989.54**	**98.80%**
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**	**500,589.54**	**98.84%**

Account	Budget	Actual	Actual % of Budget
1-506 TOWN CLERK			
1-5060 BOARD OF CIVIL AUTHORITY			
1-5060-205 Printing Supplies	3,000.00	2,078.50	69.28%
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**	**2,078.50**	**31.98%**
1-5061 TOWN CLERK			
1-5061-100 Salaries & Wages	78,100.00	76,876.83	98.43%
1-5061-106 Asst Town Clerk Wages	60,850.00	55,893.32	91.85%
1-5061-199 Employer Paid Benefits	30,390.00	26,477.63	87.13%
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	1,221.45	40.72%
1-5061-603 Dues, Subs & Meetings	800.00	608.56	76.07%
1-5061-613 Record Retention	2,850.00	2,379.53	83.49%
1-5061-614 Restoration of Records	2,500.00	100.00	4.00%
Total TOWN CLERK	**184,340.00**	**163,890.56**	**88.91%**
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**	**169,469.06**	**87.20%**
1-507 BOARDS & AGENCIES			
1-5070 PLANNING & ZONING			
1-5070-100 Salaries & Wages	108,000.00	100,158.71	92.74%
1-5070-199 Employer Paid Benefits	20,421.00	21,297.53	104.29%
1-5070-301 Professional Services	25,350.00	11,505.00	45.38%
1-5070-302 Legal Fees	4,800.00	2,227.70	46.41%
1-5070-406 Equipment Purchase	1,500.00	14.99	1.00%
1-5070-601 Travel & Transportation	2,250.00	69.52	3.09%
1-5070-603 Dues, Subs & Meetings	6,000.00	6,650.00	110.83%
1-5070-615 Advertising	4,800.00	3,659.09	76.23%
1-5070-812 GIS Mapping	720.00	0.00	0.00%
Total PLANNING & ZONING	**173,841.00**	**145,582.54**	**83.74%**
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**	**146,782.54**	**83.86%**

Account	Budget	Actual	Actual % of Budget
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%
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	25,019.00	108.78%
1-5083-401 Repair & Maintenance	1,000.00	0.00	0.00%
Total MAINTAINING CEMETERIES	**24,000.00**	**25,019.00**	**104.25%**
1-5084 WELCOME CENTER			
1-5084-203 Maintenance Supplies	600.00	0.00	0.00%
1-5084-309 Custodial Services	30,000.00	26,802.38	89.34%
1-5084-504 Propane	2,200.00	823.38	37.43%
1-5084-506 Electricity	3,500.00	2,956.20	84.46%
1-5084-509 Misc Utilities	3,500.00	4,268.35	121.95%
1-5084-702 Building Improvements	3,300.00	0.00	0.00%
1-5084-703 Bldg Repairs & Mainte	2,750.00	2,625.88	95.49%
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	35,000.00	100.00%
Total WELCOME CENTER	**87,080.54**	**78,326.93**	**89.95%**
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	1,070.78	1.96%
1-5092-813 House Numbers	250.00	822.92	329.17%
1-5092-815 Insurance	250,000.00	231,532.37	92.61%
Total SELECT BOARD CONTINGENCY	**304,845.00**	**233,426.07**	**76.57%**

Account	Budget	Actual	Actual % of Budget
1-5093 CAPITAL RESERVE SB			
1-5093-199 Compens. Unused Sick/Vac	30,000.00	30,000.00	100.00%
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	33,186.33	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	312,507.60	100.00%
1-5099-965 Fire Dept Bunker Gear	0.00	1,367.00	100.00%
1-5099-977 Console Terminal (b)	0.00	6,057.60	100.00%
Total CAPITAL RESERVE SPENDING	**0.00**	**436,680.87**	**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			
1-5401-842 Cooperative Mng Agree	0.00	194,290.64	100.00%
1-5401-850 Billings Farm FLAP(8)	0.00	7,746.92	100.00%
1-5401-851 FEMA elevation Project	0.00	146,092.15	100.00%
1-5401-852 Well Redevelopment	0.00	27,481.00	100.00%
Total GRANT EXPENSE	**0.00**	**375,610.71**	**100.00%**
1-560 COMMUNITY CELEBRATIONS			
1-5601-924 July 4th Celebration	0.00	364.64	100.00%
Total COMMUNITY CELEBRATIONS	**0.00**	**364.64**	**100.00%**
1-570 TRANSFERS OUT			
1-5706-000 Town police transfer to V	473,270.67	394,392.23	83.33%
Total TRANSFERS OUT	**473,270.67**	**394,392.23**	**83.33%**
1-580 TOWN FOREST			

Account	Budget	Actual	Actual % of Budget
Total TOWN FOREST	**0.00**	**0.00**	**0.00%**
1-585 BILLINGS PARK			
1-5856-810 Billings Park Expense	0.00	990.00	100.00%
Total BILLINGS PARK	**0.00**	**990.00**	**100.00%**
Total Appropriations	**8,352,359.54**	**8,690,328.09**	**104.05%**
Total TOWN GENERAL FUND	**0.00**	**275,563.43**	
Total All Funds	**0.00**	**275,563.43**	

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: **Proposal for Housing and Economic Development Task Force**
Date: **May 5, 2025**

Request: Creation of a Housing Task Force

Committee Name: Woodstock Housing and Economic Development Task Force

Core Focus: Work with the Economic Development Director to develop and implement housing strategies that enable workforce growth, support local businesses, attract new residents, and expand the grand list.

Primary Objectives:

- **Housing Development**: Participate in the visioning process and collaboration with stakeholders in the development of a strategic plan that will become the framework for strategic investment in housing, pursue actionable initiatives identified in the plan, and help coordinate efforts among public, private, and community partners to support Woodstock's long-term vitality.
- **Policy & Zoning**: Provide recommendations for policy and zoning changes based on the strategic plan which encourages the speedy development of housing.
- **Public Engagement**: Educate the public on housing topics, including the types of housing needed in Woodstock and the relationship between housing and workforce needs.
- **Partnerships**: Develop partnerships with developers, non-profits, state agencies, and local organizations. Work with these organizations to increase Woodstock's housing stock and create solutions to resolve barriers to housing development.

Membership: Minimum of 5 members who are appointed by the Selectboard with staggered 3-year terms (appointments completed by July 1, 2026). The Planning Commission will appoint an ex-officio member. Members should have experience with housing development (real estate, financing, development, etc.)

Subject: Woodstock Housing and Economic Development Task Force

The Town of Woodstock is looking for community members interested in joining the newly created task force which will work with Economic Development Director Abbie Sherman to develop and implement housing strategies that enable workforce growth, support local businesses, attract new residents, and expand the Grand List. Members would preferably have experience in fields related to housing development (real estate, finance, development, etc.). Please contact Abbie Sherman for more information and with any questions at asherman@townofwoodstock.org. Anyone interested in joining the task force should complete the Application for Boards available on our website. It is anticipated that appointments to the task force will be completed by July.

PHARMACY W 32 • PLEASANT STREET •

Woodstock Rural Medication Access Hub Pilot

The closure of the pharmacy at Ottauquechee Health Center in 2026 marked the loss of the final local pharmacy presence in Woodstock, Vermont, leaving residents increasingly dependent on regional pharmacy access points located 20-30 miles away in New Hampshire and surrounding communities. This closure reflects a growing regional trend across rural Vermont and the Upper Valley, where pharmacy consolidation and healthcare infrastructure loss are creating significant medication access challenges for aging and transportation-limited populations.

The proposed Woodstock Rural Medication Access Hub Pilot is designed as a scalable, telecommunications-enabled rural healthcare infrastructure model that improves medication access while reducing transportation barriers for rural residents. Rather than attempting to establish a traditional retail pharmacy, the project proposes a modern telemedicine-enabled access hub supporting secure prescription pickup, refrigerated medication storage, remote pharmacist consultation capability, and telecommunications-supported healthcare access systems.

The proposed service area includes approximately 38,000-45,000 rural residents across central Windsor County and the Upper Valley region, including an estimated 8,000-10,000 residents age 65 and older. Many residents in western hill towns now face substantial travel burdens for prescription pickup and pharmacist consultation, particularly during winter months and severe weather conditions.

Project Partnership Structure

Partner	**Role**
Prosper Valley Farmers Collective	Applicant / Project Coordination & Community Operations
Dartmouth Health	Clinical / Telepharmacy Partner (proposed)
Areas Affected	Municipal & Community Support

The proposed hub would support residents utilizing multiple pharmacy systems, including Dartmouth Health pharmacy services, CVS Pharmacy, Walgreens, regional independent pharmacies, and mail-order pharmacy providers.

Proposed Project Components

- Secure medication pickup systems
- Telepharmacy consultation capability
- Refrigerated medication storage
- Telecommunications-enabled healthcare systems
- Secure patient communication infrastructure
- Broadband and telehealth connectivity systems

The project aligns closely with USDA Distance Learning & Telemedicine (DLT) priorities supporting rural healthcare access, telemedicine infrastructure, telecommunications-enabled healthcare systems, underserved rural populations, aging population support, and rural community resilience.

The Woodstock Rural Medication Access Hub Pilot is intended not only to address an immediate community healthcare access need, but also to serve as a replicable rural healthcare infrastructure model for communities across Vermont and northern New England facing the continued loss of local pharmacy services.

Town of __________________

HOW TO GET AN ITEM ON THE SELECTBOARD MEETING AGENDA

(Template – adapt to your municipality's practice)

This document explains the standard process for putting an item on the selectboard meeting agenda. The goal is to make it easy for board members, staff, and residents to raise issues while keeping meetings organized and predictable.

1. **Who Can Request an Agenda Item?**
   - Any selectboard member
   - The town manager/administrator or town clerk
   - Department heads (through the town manager/administrator)
   - Residents and community groups (see "Public Requests" below)

2. **Deadlines and Meeting Schedule**
   - Regular meetings are held: __________________________________
     (e.g., "the 2nd and 4th Monday of each month at 6:30 p.m. in the Town Office")
   - Agenda requests are due by: ________________________________
     (e.g., "12:00 p.m. on the Wednesday before the meeting")

   If the deadline is missed, the item will usually be scheduled for the next regular meeting.

3. **How Board Members Request an Item**
   Board members should submit agenda requests in writing (email is acceptable) to:
   - Primary contact: _________________________ (e.g., town manager/administrator/chair/clerk)
   - CC: ____________________________________ (e.g., selectboard chair, town clerk)

   Include:
   - A clear topic/title (e.g., "Proposed Speed Limit Change on North Street")
   - What the selectboard is being asked to do (discussion only, decision, schedule a public hearing, etc.)
   - Any background information or documents that should be included in the selectboard meeting packet

4. **How Staff Request an Item**

   Department heads and other staff should route agenda requests through the town manager/administrator.

   Include:

   - Topic/title
   - Brief description of the topic
   - Recommended decision/action (if any)
   - Supporting materials (memos, maps, draft policies, quotes, etc.)

5. **Public Requests for Agenda Items**

   Residents or community groups who want an item on the agenda should:

   - Contact: ______________________________
     (e.g., town manager or selectboard chair)
   - By: ______________________________
     (deadline from Section 2)

   Include:

   - Full names and contact information
   - A short description of the topic
   - What the selectboard is being asked to consider or decide

   Not every request will appear as a separate agenda item; some may be handled through public comment, referral to staff, or a future meeting, depending on complexity and time available.

6. **Who Decides What Goes on the Agenda?**

   Typically, the agenda is drafted by: ______________________
   (e.g., town manager in consultation with the selectboard chair)

   They may:

   - Combine similar requests
   - Schedule complex items for later meetings
   - Ask for more information before placing an item on the agenda

   If a request can't be scheduled right away, then the requester should receive a brief explanation and (if possible) a timeline.

7. **Last Minute or Urgent Items***
   Occasionally, urgent issues arise after the deadline.

8. **At the Meeting**
   Agenda items will usually list:
   - Topic title
   - Who will lead the discussion (chair, staff, or requester)
   - Whether action is expected (e.g., "Discussion," "Action Item," "Public Hearing")

   Those who request an item should be prepared to:
   - Introduce themselves
   - Briefly introduce the issue (2–3 minutes)
   - Answer basic questions
   - Suggest a clear next step or potential motion, if appropriate

9. **Transparency and Documentation**
   All agenda requests and supporting documents submitted by the deadline will, whenever possible, be included in the public meeting packet and posted on the municipality's website or made available at the town office.

Chapter 3. Noise Control

§5301. Protecting public tranquility; purpose

In consideration of neighbors and in order to balance the vitality of our village and to preserve the peace and promote civility and to prevent hearing loss, sleep loss and a general reduction in the quality of life, the Village of Woodstock will protect the public tranquility.

§5302. Definitions

(a) Plainly Audible: Any sound that can be detected by a person using his or her unaided hearing faculties. As an example, if the sound source under investigation is a portable or personal vehicular sound amplification or reproduction device, the enforcement officer need not determine the title of the song, specific words or the artist performing the song. The detection of the rhythmic bass component of the music is sufficient to constitute a plainly audible sound.
(b) Residential Property or Receiver: Property used for human habitation or sleeping.
(c) Commercial/Industrial Property or Receiver: All other property, e.g. restaurants, schools, churches.
(d) Background Level: The composite of all sounds exclusive of the sound under evaluation.
(e) DBA: The sound pressure level measured using the weighting network as prescribed by the American National Standards Institute.
(f) Receiving Property: The location that is receiving the sound in question.
(g) Emergency: Any occurrence or set of circumstances involving reasonable expectation of actual or imminent physical trauma or property damage.
(h) Emergency Work: Any work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by an emergency.
(i) Noise: Any sound which annoys or disturbs humans or which causes or tends to cause an adverse psychological or physiological effect on humans.

§5303. Prohibitions; general prohibitions

No person shall make or continue any excessive, unnecessary, unreasonably loud noise or disturbance, or any noise which disturbs, destroys, or endangers the comfort, quiet, repose, health, peace, or safety of others within the immediate vicinity of the noise or disturbance. Without limitations, the commission of one or more of the following acts, if done in such manner, shall be deemed a violation of this [chapter]:

(a) Personal Mobile, or Portable Sound-producing Devices. The playing or use of a personal mobile, or portable sound-producing device in such manner or with such volume at any time and place so as to disturb, destroy or endanger the comfort, repose, or peace of persons. Evidence of such disturbance shall be the use of electronic sound producing devices that are operated in such a manner to be plainly audible at a distance of 50 feet in any direction from the operator.
(b) Vocal Disturbances. Yelling, shouting, whistling, singing or making any other loud vocal noise so as to disturb, destroy, or endanger the comfort, quiet, repose or peace of persons in the vicinity of the noise or disturbance.
(c) Devices to Attract Attention. The use of any drum, musical instrument, loud speaker,

amplifier, or other instrument or device for the purpose of attracting attention to a store or event.

(d) Dogs, Cats and Other Animals. The keeping of any dog, cat or other animal which shall become a nuisance to another person in the vicinity where such dog, cat or other animal is kept, by frequent or continued barking, howling, yelping or screaming.

(e) Construction and Maintenance Sounds: The excavation, erection, demolition, alteration, or repair of any buildings, structure, property or street between the hours of 9:00 P.M. and 7:00 A.M.., on Sunday evening through Saturday morning and 9:00 P.M. Saturday Evening and 8:00 A.M. Sunday morning except for necessary emergency construction and maintenance to protect property or persons.

(f) Compression Brakes: The non-emergency use of compression brakes (also known as Jacob's brakes) by the trucks.

(g) Motor Vehicles: Sounding of vehicle horns, sirens, security alarm or other devices to attract attention that are not required in an emergency situation.

(h) Outside musical performances: Outside musical performances, either amplified or non-amplified, at a public or private event between the hours of 10:00 P.M. and 7:00 A.M. Sunday through Thursday and 11:00 P.M. and 7:00 A.M. Friday and Saturday.

§5304. Evidence of violation

For the purposes of subsections (a), (b), (c), (d) and (e) of §5302, a noise or disturbance of such magnitude so as to be plainly audible in another building or in another dwelling unit located in the same building, or in the street or public way shall be deemed prima facie evidence of a violation of this [chapter].

§5305. Mufflers

A motor vehicle, including a motorcycle, moped, snowmobile, all-terrain vehicle, or other vehicle equipped with and propelled by engine, whether operated on a public street or on private property, shall at all times be equipped with a muffler in good working order and in constant operation to prevent excessive or unusual noise and annoying smoke. A person shall not remove, destroy or damage any of the baffles contained in the muffler, nor shall a person use a muffler cutout, bypass or similar device upon any such vehicle. Such vehicle shall at all times be equipped with a properly operating exhaust system which shall include a tail pipe and a resonator on a vehicle where the original design included a tail pipe and a resonator.

§5306. Landlord culpability

(a) A landlord who, after notice, fails to take reasonable steps to prevent subsequent violations of this [chapter] by the tenant shall be in violation of this [chapter] and subject to enforcement as enumerated in §5307 of this [chapter].

(b) Prior to issuing a ticket to a landlord, the landlord must receive written notice from the Village of Woodstock or its Police Department stating that the tenant has been issued a ticket for violation of [this chapter]. The landlord then has five days to issue a written warning to the tenant requesting that the tenant discontinue the violating behavior.

§5307. Enforcement

(a) No owner or occupier of premises, or any person who has been given lawful permission to use or control any premises, shall knowingly permit a violation of this [chapter] by another person on such premises.

(b) The first offense for any person violating the provisions of this [chapter], within a twelve month period, shall be punished as provided in Appendix B [of Title 1] of W.V.O.

(c) A second and subsequent offense for violating this [chapter], within a twelve month period, shall be punished as provided in Appendix B [of Title 1] of the W.V.O.

(d) Each time a police officer is called to a scene of a noise complaint shall be deemed to be a separate offense.

§5308. Variances

Any person may apply to the Board of Village Trustees for a variance from the requirements of this chapter prior to doing those acts. The applicant shall provide a list of property owners within two hundred fifty (250) feet of the site(s) where the activity is to occur. Ten (10) days advance written notice of the Board of Trustees meeting shall be provided to the property owners and residents appearing on the list. For good cause shown, the Board of Village Trustees may, in its sole discretion, either grant or deny the variance. If the variance is granted, the Board of Village Trustees may impose reasonable conditions to it.

§5309. Exemptions

Sounds from the following sources shall be exempt from the prohibitions specified herein and shall not be included in any measurements performed to determine compliance with [this chapter]:

(a) All safety signals and warning devices or any other device used to alert persons to any emergency or used during the conduct of emergency work including but not limited to police, fire and medical/rescue vehicle sirens.

(b) The repair and maintenance of municipal facilities, services or public utilities when such work must be accomplished outside of daytime hours.

(c) Snow removal equipment operated within the manufacturer's specifications and in proper operating condition.

(d) Musical, recreational and athletic events conducted by and on the site of a school or education institution and municipal institutions.

(e) Events conducted by or permitted by the [Village]. Persons operating an event under the authority of an entertainment permit, parade, street event, or special use permit shall comply with all conditions of such permits with respect to noise control issues.

(f) Construction or repair work which must be done to address an emergency health or safety concern and that cannot be accomplished during daytime hours and which is not work which includes normal maintenance and repair.
(g) Equipment for maintenance of lawns and grounds during the hours of 7:00 A.M. to 9:00 P.M. Monday through Saturday, and between 8:00 A.M. to 9:00 P.M. on Sunday (including but not limited to lawn mowers, hedge trimmers, weed whackers, chain saws and leaf blowers).
(h) Vehicles that meet state standards on the public right-of-way.
(i) Normal noises that are part of everyday life for a household or commercial establishment, such as playing musical instruments, outdoor music, property and building maintenance etc. by the owner or occupant of a residence or an apartment until 10:00 P.M. on Sunday through Thursday and until 11:00 P.M. on Friday and Saturday.
(j) Normal and reasonable noise associated with refuse and recycling collection which occurs after 3:00 A.M. by commercial trash haulers licensed by the Town of Woodstock.

§5310. Notification by property owners of rental housing

Owners of rental housing shall be required to provide a copy of this [chapter] to a tenant at the start of the tenancy. However, the failure [of] an owner to provide a copy of the [chapter] shall not be a defense to a violation of this section.

History:

2005 Amendment. This chapter is added by Woodstock Village Ordinance Revision #25, adopted by the Board on September 26, 2005, effective November 25, 2005. Revision to time limits for outdoor activities including maintenance equipment on weekends and outdoor music, adopted by the board on June 11, 2013, effective August 11, 2013.

Revision # 14 adopted on June 11, 2013 and effective August 10, 2013. Revision to time limits for outdoor activities, outdoor music, compression brakes on trucks; and makes landlords responsible for violations of the noise ordinance by their tenants.

WOODSTOCK TOWN
PO BOX 488
WOODSTOCK VT 05091

June 12, 2026

Billing Period
June 27, 2025
February 28, 2026

WOODSTOCK TOWN UTILITY BILL

ROBERTS, JUDITH BEDELL TRUST
93 D BLAKE HILL ROAD EXT
WOODSTOCK VT 05091

Account: 05.02.04-008 Location: BLAKE HILL WAY

Description	Units	Rate	Amount
Sewer Double	1.00	902.250000	902.25
Sewer CashRcpt			-902.25

Due Date ===> 06/11/26 Total Due ===> 0.00

Minimum water charge is 100 cu ft per month.
Minimum sewer charge is 3,750 cu ft of wastewater.

Check payable to Town of Woodstock, account # on memo line.
Postmarks are not accepted as timely payments.
Payments can also be made online at: townofwoodstock.org

Interest is calculated on past due balances at a rate of 1% monthly the first 3 months and 1.5% monthly thereafter.

Penalty is calculated on past due balances at a rate of 8% the day after the due date of the final fiscal year billing.

PLEASE FIND THE CONSUMER CONFIDENCE REPORT AT:
townofwoodstock.org/2025/06/consumer-confidence-report-ccr/

SAFETY SYSTEMS OF VERMONT
powered by encore

208 Hurricane Lane, Ste. 103
Williston VT 05495
(800) 966-0000
https://www.EncoreFireProtection.com
If you have any questions or concerns, please reach us at
L29FA@encorefireprotection.com

Quote No.	**2189865**
Type	Installation
Prepared By	Andrew Cimonetti
Created On	10/16/2025
Valid Until	03/31/2026

Quote For

TOWN OF WOODSTOCK
Woodstock Town Hall
31 The Green
Woodstock VT 05091
(802) 457-3611

Description of Work

New Verkada Cloud Based Access Control System for Woodstock Town Hall. 2 Doors on the second floor.

2 Intercoms in Each Exterior Door

Access Control panel to be located in 2nd floor IT room.

Services to be completed

Access Control
Verkada Access Control & Intercom System Parts, Material & Licensing

Parts, Labor, and Items	Quantity	Unit Price	Total
Verkada AC42-HW 4 Door Controller, Integrated Plug In Power Supply, Wiegand or OSDP Reader Format, Licensed Per Door	1	$1,754.03	$1,754.03
Verkada TD63 Video Intercom With Keypad, Generation 3, Has Built in Card Reader, 5MP Camera & Keypad	1	$1,949.03	$1,949.03
Verkada AD33 Multi-format Card Reader, Replaces AD32. Bluetooth/Prox Capability	2	$340.28	$680.56
—	1	$0.00	$0.00
Security Door Controls Power Transfer Loop, with junction boxes. Silver Finish.	3	$42.75	$128.25
Sargent 8700 Grade 1 Surface Vertical Rod Exit Device, Exit Only, 36", Electric Latch Retraction, No Bottom Rod, Satin Stainless Steel Finish	1	$2,523.83	$2,523.83
HES 9600 windstorm rated, surface mounted electric strike designed to accommodate rim exit devices with a 3/4" throw latchbolt. 12/24VDC. Latchbolt Monitor Function	3	$458.99	$1,376.97
—	1	$0.00	$0.00
Verkada 3 Year Access Control License, Per Door	4	$467.22	$1,868.88
Verkada 3 Year Intercom License	2	$818.22	$1,636.44
—	1	$0.00	$0.00

Shipping & Handling	1	$279.00	$279.00
		SERVICE TOTAL	**$12,196.99**

Access Control
Installation, Programming, Wiring, Testing & Customer Training

Parts, Labor, and Items	**Quantity**	**Unit Price**	**Total**
Windy City Wire 4461030-OSDP-WCW 4 Elem Access Control Composite Cable CMP for OSDP Card Readers (RS485), Yellow Jacket, 1000ft Box	0.75	$2,397.00	$1,797.75
Windy City Wire CAT6 Cable, Riser, 23-4P UNS SOL CMR C6, White Jacket, 1000ft Box	1	$253.50	$253.50
Misc. Parts - Conduit, WireMold, boxes, fittings, j hooks, etc.	1	$1,278.75	$1,278.75
—	1	$0.00	$0.00
FA Special Services Labor - Wiring & Installation Labor	1	$10,560.00	$10,560.00
FA Parts and Smarts Labor - Programming, Testing, Configuration	1	$1,320.00	$1,320.00
		SERVICE TOTAL	**$15,210.00**

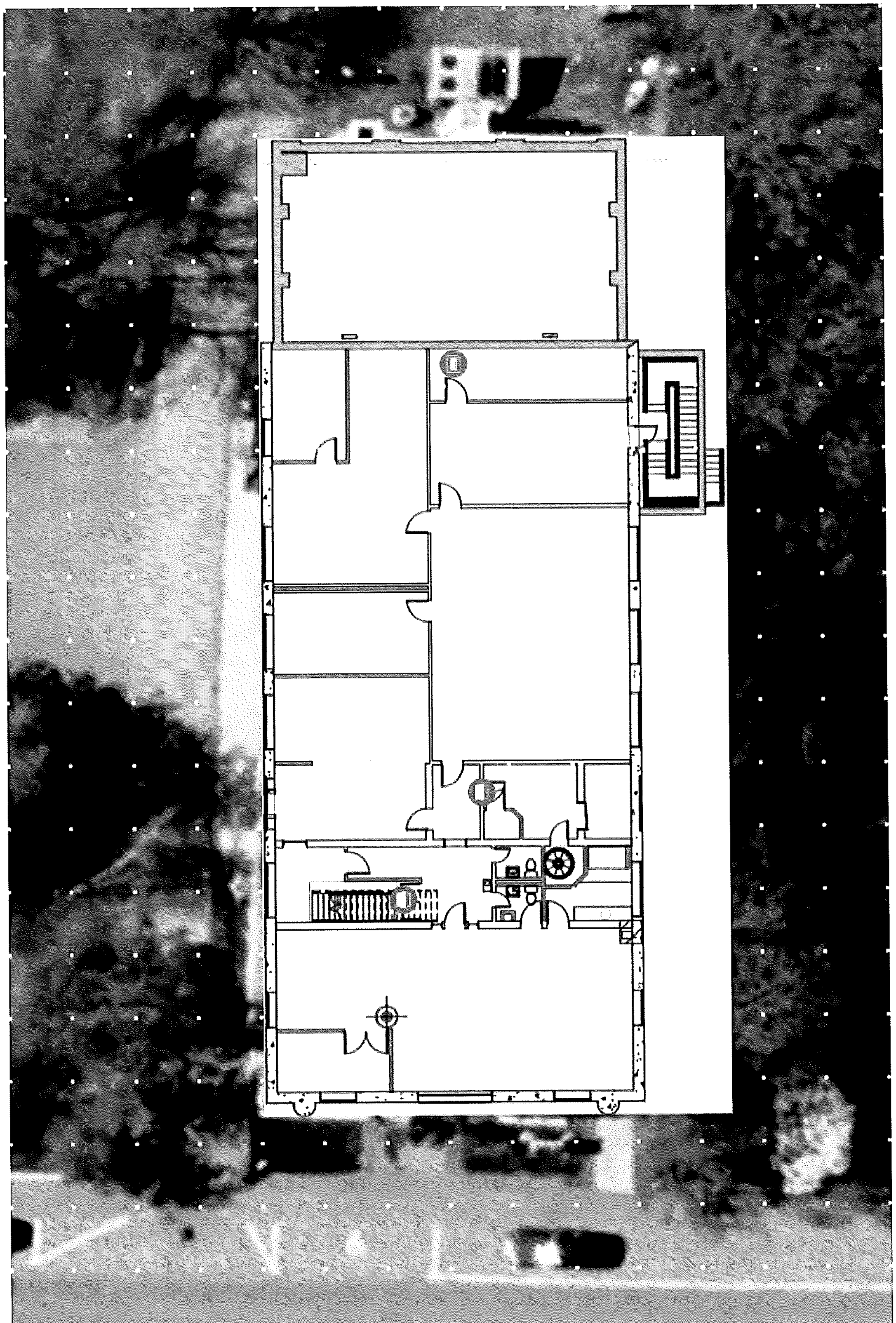
GRAND TOTAL **$27,406.99**

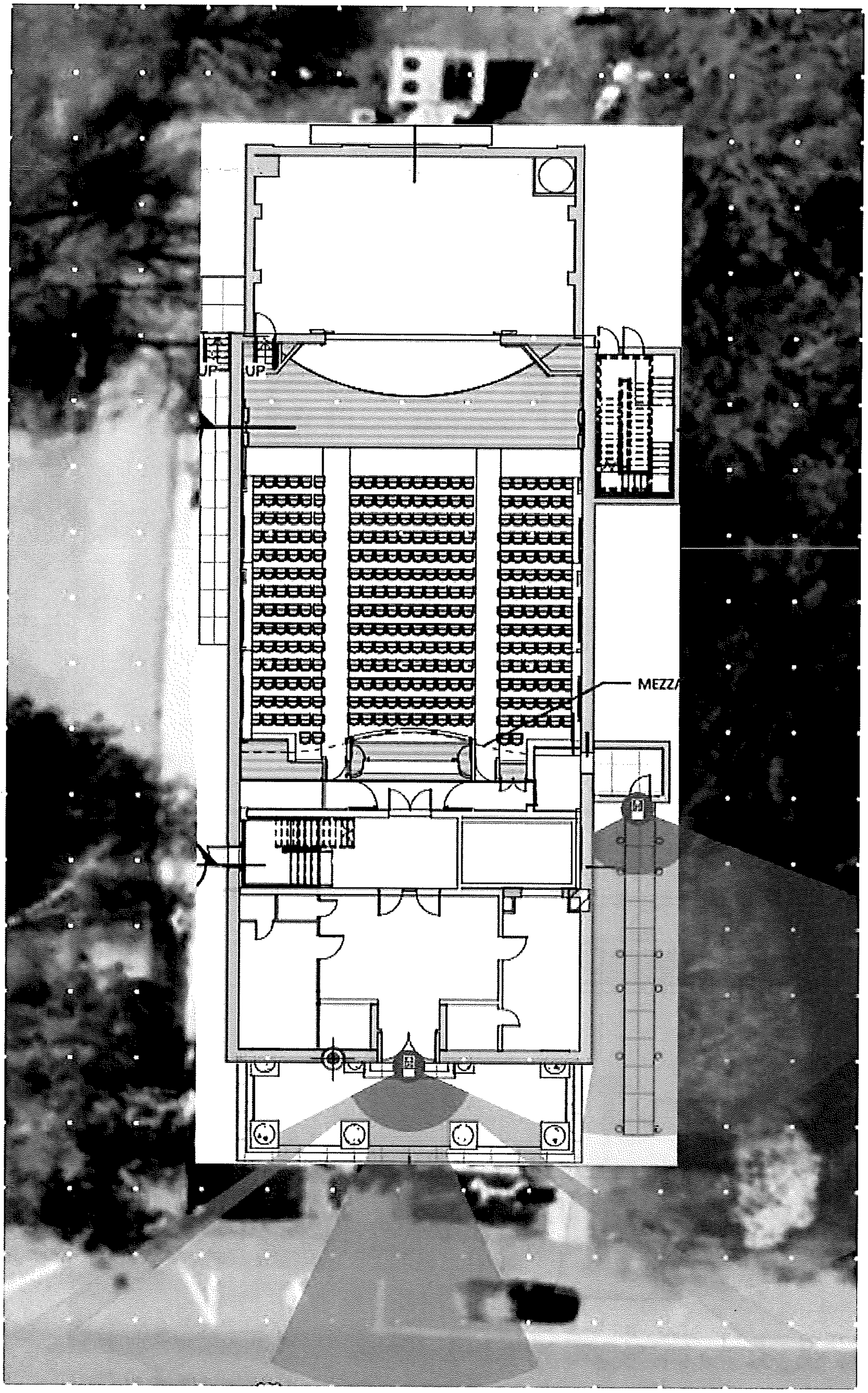
Terms and Conditions

By my signature below, I authorize work to begin and agree to pay the Grand Total according to the terms and conditions of this agreement.

Name: ______________________ Date: ______________________

Signature: ______________________________________




UP
UP
MEZZA

TRORC
Two Rivers-Ottauquechee
REGIONAL COMMISSION

Shared Energy Coordinator Service Agreement

Fiscal Year 2027

Purpose
The purpose of this Shared Energy Coordinator Service Agreement ("Agreement") is to enable Two Rivers-Ottauquechee Regional Commission ("TRORC") to hire a Shared Energy Coordinator ("SEC"), whose purpose shall be to work with the towns that are signatories to this Agreement to lessen overall energy use, lower greenhouse gas emissions, and move to renewable generation of electricity within participating towns. These actions will further state, regional and local energy goals. The SEC's work will focus on energy efficiency, conservation, and renewable production by the participating towns in their operations. As desired by the participating towns, this Agreement may also achieve these goals for other public or non-profit organizations in the towns, as well as their broader general populations.

Participation
Participation by a town in this Agreement is voluntary and only valid upon appropriate selectboard action, as set forth in 1 V.S.A. § 172 and other applicable provisions of law, including the Open Meeting Law, by the legislative body of the participating towns. Other parties besides the participating towns may be included in this Agreement upon agreement by all parties as may be relevant to a particular service. By signing this Agreement, each participating town certifies that its participation in this Agreement has been approved by all necessary actions under its Charter and local ordinances and policies, if any, and under applicable state law.

Effective Date
This Agreement shall become effective on July 1, 2026, and shall end on June 30, 2027.

Modification
Any modification to this Agreement shall not become effective unless in writing and approved by the legislative bodies of all participating towns and the TRORC Board. A copy of any such modifications shall be provided to all parties to this Agreement.

Governance
TRORC has adopted provisions in Article 4 of its bylaws pursuant to Title 24 V.S.A. section 4345b regarding intermunicipal service agreements. This Agreement is made in accordance with those bylaws, and the adopted policies of the participating towns.

The SEC shall be a TRORC employee reporting to and managed on a day-to-day basis by the TRORC Executive Director. The TRORC Executive Director shall have the sole discretion and authority to make personnel decisions with respect to the SEC, without limitation, any hiring and termination decisions, compensation, formal performance evaluations, and disciplinary actions. TRORC shall be the employer of the SEC for all employment-related purposes.

Each participating town shall appoint a representative to a Steering Committee, which may provide nonbinding input into the SEC's work activities, subject to budget limits, and the Steering Committee shall determine and define the SEC's overall goals and scope of tasks. Representatives on the Steering Committee are responsible for keeping their respective Selectboards apprised of progress and for communicating town concerns with the SEC or this Agreement to TRORC. Each town representative shall have an equal vote on the Steering Committee and be vested by their Selectboards with the full authority to represent their town except in matters of amending this Agreement or approving costs.

Local energy coordinators/committees within each participating town have a wealth of knowledge and their input through their Steering Committee representative is welcomed as well. The SEC will not work for citizens directly, and communications to and from individual citizens are largely expected to take place through the Steering Committee representatives. For avoidance of doubt, the SEC shall not be obligated to work on any task not approved by the Steering Committee.

Withdrawal and Termination

Any participating town may withdraw from the Agreement prior to the termination date by majority vote of the members of the legislative body seeking withdrawal and at least 30 days' notice after such vote has occurred. As this Agreement covers a dedicated TRORC staff position that is based on full funding, no refunds of payments will be made unless a new party or town, or the participating towns who do not withdraw, decide to fund the remainder of the withdrawing town's prorated share.

Services

TRORC will provide the SEC staff position for the hours listed below.
Services shall be prorated shares of the SEC's time as follows:

- Bradford approximately 108 hours per year
- Fairlee approximately 75 hours per year
- Norwich approximately 364 hours per year
- Sharon approximately 74 hours per year
- Strafford approximately 83 hours per year
- Thetford approximately 185 hours per year
- Woodstock approximately 461 hours per year

Work Common to all Participating Municipalities

At each town's request, the SEC will update municipal energy use inventories. These inventories may include town-owned buildings and facilities, streetlights, any municipally controlled sewer and water facilities, and town vehicles.

The SEC will assist towns in implementing any shared work among the Steering Committee and Energy Committees resulting from the 2023 IREC Climate Action Plan. Participation in this shared work is at the discretion of each Steering Committee representative.

All towns will receive written quarterly progress reports on the SEC's activities and accomplishments. Members of the Steering Committee will also have the opportunity to meet with TRORC's Executive Director at any time to review the SEC's performance and set goals for the following year.

Town Specific Work
Individual town energy task priorities may change over the course of the year, based on direction from the designated town representative on the Steering Committee. Priorities may include, but are not limited to:

- Development and/or implementation of work scopes for energy improvements in municipal buildings
- Grant writing for energy-related projects
- Public outreach about energy issues, programs, and incentives
- Working with schools to lower energy use, costs, and GHG emissions

Limitations

TRORC shall not have, per Vermont Statute, the following powers under this Agreement:

1) essential legislative functions;
2) taxing authority; or
3) eminent domain.

Funding

Work under this Agreement shall be supported solely by municipal funds. Annual funding by town shall be as follows, and is due in two installments, 50% due on or about July 15, 2026 and 50% due on or about January 15, 2027:

- Bradford $9,373
- Fairlee $6,500
- Norwich $31,590
- Sharon $6,380
- Strafford $7,210
- Thetford $16,006
- Woodstock $40,015

Per Vermont Statute, funds provided to TRORC for regional planning under sections 4341a or 4346 of Title 24 shall not be used to provide services under this Agreement without prior written authorization from the State agency or other entity providing the funds, nor shall TRORC use municipal funds or grants provided for regional planning services under Title 24, chapter 117 to cover the costs of providing services under this Agreement.

Agreed to this 30th day of June, 2026.

Town of Bradford Authorized Representative:

Sign: ______________________ Print Name: ______________________

Town of Fairlee Authorized Representative:

Sign: ______________________ Print Name: ______________________

TRORC
Two Rivers-Ottauquechee
REGIONAL COMMISSION

Town of Norwich Authorized Representative:

Sign: ______________________ Print Name: ______________________

Town of Sharon Authorized Representative:

Sign: ______________________ Print Name: ______________________

Town of Strafford Authorized Representative:

Sign: ______________________ Print Name: ______________________

Town of Thetford Authorized Representative:

Sign: ______________________ Print Name: ______________________

Town of Woodstock Authorized Representative:

Sign: ______________________ Print Name: ______________________

TRORC: Executive Director

Sign: Peter G Gregory Print Name: Peter Gregory

TRANSFER 1: WATER BOND

FY26 Bond Bill $ 336,600.00

FY26 Break Out Per Selectboard				FY26 Budget Amounts	Delta
Users	50%	$ 166,953.60		$ 238,976.17	$ 72,022.57
All Municipal	23%	$ 77,418.00		$ 120,000.00	$ 42,582.00
LOT	27%	$ 92,228.40		$ 135,000.00	$ 42,771.60
	Total	$ 336,600.00		$ 493,976.17	$ 157,376.17

$ 157,376.17 to be transfer to Water bond reserve Account

TRANSFER 2 Undesignated Fund Transfer

FY25 Audited Undesignated Fund Balance	$	2,902,306.00
FY27 Budget	$	8,842,940.41
15% of FY27 Budget	$	1,326,441.06
Difference between UFB and Budget	$	1,575,864.94
Reserve Fund Transfer Approved 10/21/2025	$	397,199.07
Amount from Undesignated to Transfer to Discrectionary Reserve Fund	$	1,178,665.87

Town of Woodstock
Selectboard Meeting
May 26th 2026
2:30PM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.
Present: Chair Susan Ford, Cliff Johnson, Norm Frates Jr.
Staff: Eric Duffy
Public: Gay Travers, Eric Nesbitt, Byron Kelly

A. Call to order

Chair Susan Ford called the Selectboard meeting of May 26th to order at 2:30PM.

B. Additions to & deletions from posted agenda

Delete Second part of Executive Session - and receive legal advice concerning board appointments and conduct of meetings.

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

Motion: by Norm Frates Jr. to go into a Proposed Executive Session 1 V.S.A on the grounds that premature public knowledge of confidential attorney client communications made in connection with providing professional services about filling select board vacancies would place the public body at a substantial disadvantage. (2:32PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

Motion: by Norm Frates Jr. allow attorney James Carroll Esq. to join executive session to receive and consider confidential attorney client communications made for the purpose of providing the Selectboard with professional legal services concerning the filling of Selectboard vacancies. (2:32PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

Motion: by Norm Frates Jr. to exit executive Session (2:57 PM)

Seconded: by Cliff Johnson

Vote: 3-0-0, passed

D. Selectboard Seat Vacancy – Discussion

Following the return from executive session, the Chair Susan Ford summarized that Attorney James Carroll had reviewed the applicable statute, which states that the Board "shall forthwith appoint a replacement" to a vacant seat. Chair Susan Ford noted that this language was clearer and more directive than prior guidance the Board had received when a previous vacancy arose.

Chair Susan Ford expressed concern about the practical implications of leaving seats unfilled through the summer months. She further noted scheduling constraints, with Selectboard members away at various points during the summer.

Norm Frates Jr. indicated that with approximately six to seven candidates having submitted applications, the Board should proceed with an interview on May 28th. The Board also discussed the opinion letter provided by Attorney James Carroll, dated May 26, 2026. The Board agreed that, while the letter is subject to attorney-client privilege, the privilege should be waived and the letter released to the public in the interest of transparency.

Motion: by Norm Frates Jr. to waive attorney-client privilege as it relates to the opinion letter dated May 26, 2026, from Attorney James Carroll to the Selectboard (3:01 PM)
Seconded: by Cliff Johnson
Vote: 3-0-0, passed

E. Citizen's Comments

Byron Kelly addressed the Board, referencing an email he had forwarded to Board members the prior day regarding the executive session. He raised a procedural concern, arguing that the grounds cited for entering executive session under 1 V.S.A. § 313(1)(f) — that premature public knowledge would place the public body at a substantial disadvantage — were not properly met, and that in his view it was the public, not the Board, that was disadvantaged by conducting the discussion in closed session. He submitted copies of the relevant statute for the record.

Byron Kelly also noted that in April the Board had previously voted not to fill the vacant seat, He suggested that, if an interim appointment were to be made, the Board consider appointing a former elected official — citing Mary Riley or Greg Fullerton as examples — so as not to provide a competitive advantage to any current candidate seeking election in August.

F. Adjournment

Motion: by Norm Frates Jr.to adjourn the meeting (3:05 PM)
Seconded: by Cliff Johnson

Vote: 3-0-0, passed

Respectfully submitted,

Kitty Mears Koar

AOL Mail | Sent × Search your mail or the web | 24/7 Help | Byron | Home

Compose

← Back | Keep as New | Move | Delete | Spam | ••• M | Settings

Today on AOL

New Mail 5
Old Mail
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Drafts 6
Sent
Spam
Recently Deleted
^ Less

Views Hide
Contacts
Photos
Documents
Unsubscribe
Receipts
Credits
Travel

Folders Hide
+ New Folder
Saved Mail 2
2021 NDMS Orlando
Archive
CovidResponce 62
NDMS Conf 2022
Notes
SavedIMs

Agenda May 26 Selectboard meeting AOL/Sent

Byron Kelly, Jr. Mon, May 25 at 10:31 AM
From: woodstock802@aol.com
To: Susan Ford,
cjohnson@townofwoodstock.org,
nfrates@townofwoodstock.org

Good Day,

I hope you all had a pleasant Memorial Day weekend. I wanted to write a
meeting after seeing the posted agenda. As I have expressed in the pa
While clearly I acknowledge there is place that executive sessions are w
session does not imply that you shall. I believe open transparent govern
section "C" of the agenda, the potential executive session as described
Sec 313 (1)(f) applies and to stretch it would be incorrect, when conside

In addition to the above, I would recommend that Citizens comments be
comments would not normally be permitted by citizens should you go int
comment that could help. I also was suprised that you reduced citizen c

In closing, I realize that to go into executive session would require all thr
just one of you needs to vote "nay" for the public to be included and info

Respectfully,

Byron Kelly
Woodstock

Reply, Reply All or Forward

Town of Woodstock
Selectboard Meeting
May 28th 2026
6:00 PM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.
24 attendances in person and 20 on Zoom
Present: Chair Susan Ford, Cliff Johnson, Norm Frates Jr.
Staff: Eric Duffy, Kitty Mears Koar
Public: Nicholas Seldon, Bonnie Clement, John Steinle, Wendy Marrinan, Al Alessi, Steve Fulkerson, Lynda Fulkerson, Susie Stulz, Susan Neuberg, Officer Anna Ingraham, Dick Sweeney, Mary Ann Sweeney, Clay Reed, Barbara Kennedy, Marybeth Defalco, Sofia Lanlois, Michelle Sutherland, Byron Kelly, Eric Nesbitt, Peter Shoemaker, Margaret Fraser, Deborah Gravel, Gay Travers, Susan Chiefsky, Wendy Spector, Peggy Fraser, Sally Garmon, Roger Logan, William Boardman, Alison Taylor, Barbara Otranto, Jennifer Belton, Astrid Hoyt, Jenreva Wetmore

A. Call to order

Chair Susan Ford called the Selectboard meeting of May 28th to order at 5:00PM.

B. Additions to & deletions from posted agenda

Appointment of Selectboard Member after Executive Session
Selection of Selectboard Vice Chair and Back Up Warrant Signatory to votes

C. Citizen Comments

Nicholas Seldon raised concerns for Municipal employees who had resigned. He also commented on a public records request for a police report.

Gay Travers asked that the number of attendees—both in-person and online—be recorded in the meeting minutes. Chair Susan Ford acknowledged the request and confirmed a sign-in sheet would be circulated. The Board agreed to record attendance numbers going forward.

Susan Neuberg asked how citizens' comments are addressed by the Selectboard and how they make it onto a future agenda for full discussion. Chair Susan Ford explained that items are noted and reviewed by the Chair and Vice Chair when forming future agendas. The resident expressed frustration that the same comments appear repeatedly, suggesting they are not being adequately addressed. The Chair indicated that items would be followed up as appropriate and that some matters fall under Village—rather than Town—jurisdiction.

Sally Garmon raised a concern about a perennial garden she and another resident have maintained for approximately twenty years on College Hill at Route 4. She explained that a recent road repair project had covered the garden area with gravel, mesh, and grass seed, making replanting impossible. She stated that the Town Manager had offered a $200 credit toward bagged topsoil from a local hardware store, but that she was over 80 years old and found this solution inadequate. She requested that the Town restore the topsoil properly. Chair Susan Ford confirmed the matter had been referred to the Village, as the property in question falls under Village jurisdiction. Cliff Johnson offered to assist as a volunteer with any labor involved.

D. Manager's Report

Eric Duffy provided the following updates:

- Summer Hours: Effective immediately, Town Hall will close at noon on Fridays for most staff. The Municipal Manager and Finance Director typically remain until 2:00–3:00 PM on Fridays, and the Manager's email contact is posted on the door for urgent matters.
- Water System Upgrades: Eric Duffy and Stephanie Appelfeller are scheduled to travel to Montpelier the following Monday to meet with consultants and Agency of Natural Resources representatives to advance the permanent permitting process for water system upgrades. An update was expected for the Board by Tuesday morning.
- Public Works Staffing: A job offer has been extended to a public works crew member. Eric Duffy expressed optimism that the offer would be accepted, which would bring public works back to full staffing in time for summer.
- FY25 Audit: The FY25 audit for the Town and Village is complete. A final copy is pending delivery from the auditors. The audit is largely clean, with a few findings related to accounting processes. Once received, the audit will be posted to the town website and a meeting will be scheduled with the auditors and both boards to review the findings.

E. Financial Report

On the General Fund, revenues are tracking above budget, though Eric Duffy cautioned that the tax revenue figure of approximately $6.68 million is recognized when billed rather than when received, and therefore may not reflect actual collections to date. The final education fund payment to the state had just been sent, and a clearer picture of accounts receivable would be available shortly.

The overall General Fund projection indicates a surplus of approximately $200,000, though Eric noted this figure will likely settle closer to $100,000 by mid-June as remaining expenses, including road striping, come through.

Two areas of concern were highlighted:

- Fire/EMS: Salaries and benefits are significantly over budget due to a shortage of part-time staff, requiring full-time employees to be paid overtime at time-and-a-half. The department is nonetheless projected to come in under budget overall through reductions in other line items. The Board previously voted to add 2.5 new positions, with two starting July 1 and one starting January 1, which is expected to alleviate ongoing staffing pressures.
- Dispatch: Trending approximately $44,000 over budget, attributable to employee absences, overtime coverage, and the cost of training new staff while maintaining dual coverage. Dispatch is projected to end the year with a small deficit, which will be offset by surpluses elsewhere.

Roger Logan thanked the Municipal Manager and staff for their professional approach to budget management. A comment was also made suggesting that better public communication around road striping schedules—such as posting advance notice on the town website—would be appreciated.

F. Interviews

Interviews for Appointment of Selectboard Vacancies

Eric Duffy noted that all applicants had been provided in advance with four questions to address and were asked to keep their presentations to five minutes. He also clarified that:

- Regardless of any appointment made that evening, a Selectboard election is scheduled for **August 11**, at which all open seats would be contested. Any person, whether appointed or not, may run in that election.
- Petitions for candidacy are available at the back of the room and must be submitted by **July 6**.
- One applicant, Mr. Cole, had withdrawn his name from consideration prior to the meeting.

The board conducted interviews with the following candidates:

Susan Chiefsky, Gay Travers, Eric Nesbitt, Byron Kelly, Richard (Dick) Sweeney Marybeth Sweeney, Clayton (Clay) Reed

G. Discussion

FY25 Legal Fees

Chair Susan Ford read a prepared statement addressing the expenditure of Municipal funds on a personnel matter currently before the courts. The following key points were presented:

During FY24, a total of **$102,236.26** was spent on legal fees related to a single personnel matter. Of that amount, **$75,072.89** was paid from municipal (Town) funds rather than solely from Village funds. The rationale offered was that the municipality had been noticed and eventually became a party to the lawsuit, creating a vested interest in securing quality legal representation to limit liability for both the Village and the municipality. It was further noted that Village properties comprise approximately one-third of total municipal tax receipts and that the municipal tax supports services enjoyed by Village residents.

Chair Susan Ford acknowledged that, in retrospect, the decision to expend funds outside the approved budget should have been brought to a vote in an open meeting. She stated clearly that this was not an intentional act of concealment, attributing the oversight to an exceptionally busy period during which the Board was simultaneously managing the acquisition of the water company, securing bonds of $8.3 million, and working with engineers on a wastewater treatment plant project exceeding $30 million. She noted that she had attended approximately 35 meetings in the first six months of 2025.

Chair Susan Ford outlined several transparency initiatives the Board has undertaken since she became Chair, including: conducting fewer executive sessions, holding a Vermont League of Cities and Towns training session publicly rather than privately, openly discussing a conservation contract that could have been held in executive session, and releasing an attorney opinion letter by waiving attorney-client privilege. Going forward, the Board has engaged a separate law firm to handle FOIA, open meeting law, and other matters directed to the Board, in order to provide clearer expense tracking. The ongoing personnel matter remains with the original firm but is currently covered by insurance. Additionally, the Board is establishing a process for the Chair to review journal entries to track all municipal payments.

Alison Taylor asked for the date of the meeting at which the expenditure was discussed among the Selectboard and requested that the video recording of that meeting be made publicly available again. She also sought clarification on who specifically authorized the expenditure and whether a vote was taken. Chair Susan Ford indicated that notes would be taken and that questions would be addressed in a future meeting or by email, as pending litigation precluded answering questions at that time.

Eric Nesbitt asked whether the precedent of the Town paying the Village's legal fees would occur again without voter approval. Chair Susan Ford stated, "No." Cliff Johnson added that while he was not on the Board during the period in question, he would expect any such expenditure in the future to be subject to a vote, and would examine individual circumstances carefully.

William Boardman characterized the transfer as potentially "extralegal if not unlawful" and suggested the Town should seek to recover those funds, noting that one effect of the transfer was to make the Village's financial position appear more favorable.

Byron Kelly asked whether the Town attorney should have sought to have the Town discharged from the lawsuit, given the Town's role as a contracting party rather than a direct actor.

Dick Sweeney suggested the Board consider adopting a "meaningful event" threshold—perhaps $25,000 to $50,000—to flag significant unbudgeted expenditures for formal board notice.

Barbara Otranto stated she was not troubled by the Board's decision to use town funds to protect the municipality as a whole during unprecedented circumstances and expressed disappointment at what she characterized as unnecessary divisiveness.

Jennifer Belton thanked the board for its volunteer service and expressed that many in the community appreciate the work being done.

Chair Susan Ford moved to table items E, F and G under discussion on the agenda to the following Tuesday's meeting, to allow adequate time for staff to prepare responses.

Town Accounts Payable and Warrant Procedure

Chair Susan Ford provided an overview of the Municipality's accounts payable and warrant process. The procedure involves multiple layers of review: department heads submit requests confirming compliance with procurement policy and budget availability; the Finance Officer verifies legality, adequacy of funds, and accuracy; the Municipal Manager performs a further review; and the Town Treasurer reviews warrants against invoices. A member of the Selectboard and Village Trustees then independently reviews checks and all associated invoices before the full list of checks and purposes is distributed to every board member and Trustee for sign-off.

Chair Susan Ford noted that since becoming Chair in March, she has been personally reviewing every check and invoice, frequently asking questions about proper cost allocation between departments such as water and sewer.

Eric Duffy added that informal meetings between department heads and the Finance Office also occur regularly to discuss available funds and appropriate allocations.

Chair Susan Ford announced that, going forward, journal entries will be added to the warrant review list to be reviewed and approved by both Boards, closing the gap that allowed the legal fee transfers to occur without board-level visibility.

Selection of Selectboard Vice Chair

Eric Duffy noted that in a standard nomination scenario the nominated person would typically abstain from voting; however, given the board's current three-member composition, the nominee would need to vote.

Motion: by Cliff Johnson to nominate Norm Frates Jr as the Selectboard Vice Chair (7:18 PM)
Seconded: by Chair Susan Ford

Vote: 3-0-0, passed

Back Up Warrant Signatory

Chair Susan Ford explained the need for a backup warrant signatory to cover periods when the Chair is unavailable. The Board discussed the practicalities, including the concern that the Vice Chair also travels frequently. The possibility of a third backup was briefly discussed. The Chair expressed a preference for keeping warrant signing authority within the Town board rather than having the Village sign Town warrants.

Motion: by Norm Frates Jr. to nominate Cliff Johnson as Back Up Warrant Signatory (7:19 PM)
Seconded: by Chair Susan Ford

Vote: 3-0-0, passed

H. Votes

Vermont 100 Endurance Race – Permit

The board reviewed the application for the Vermont 100 Endurance Race, celebrating its 35th year. Chair Susan Ford briefly inquired whether all roads used by the race—including dirt roads—were reflected in the application. It was confirmed that the course through Woodstock has remained the same for 35 years and that the roads listed in the application are accurate for the Woodstock portion of the route. A certificate of insurance was confirmed to be included in the application.

Motion: by Cliff Johnson moved to approve the Vermont 100 Endurance Race permit (7:21PM)
Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

Liquor License

Chair Susan Ford presented the following liquor license applications for approval, conditioning approval on the state's review of each application, noting the state no longer provides the municipality with sufficient information to conduct its own independent review.

- Woodstock Resort Corporation – 1st, 2nd, 3rd class, and Outdoor Consumption Permit (OCP)
- Woodstock Farmers' Market – 2nd class
- Farmer and the Bell – OCP
- Acadian Enterprises, LLC – OCP

- Woodstock Country Club – 1st, 3rd class, and OCP
- Kelly Way Gardens – 1st, 3rd class, and OCP

Motion: by Cliff Johnson moved to approve the listed liquor licenses, conditioned upon state review. (7:23PM)

Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

Request to Harvest Trees along Town's Right of Way

The board discussed the memo regarding trees on Arthur Morgan Road that will succumb to Ash borer disease. The Department of Public Works Director Greg Fullerton was unable the meeting tonight. The item was tabled until the June 2nd meeting.

CDBG-DR Riverside Mobile Home Park Grant Agreement

Jenreva Wetmore, Executive Director of Sustainable Woodstock, presented the grant agreement. She explained that the CDBG-DR (Community Development Block Grant – Disaster Recovery) grant supports long-term flood planning and mitigation work at Riverside Mobile Home Park. The Town of Woodstock is the formal grantee, while Sustainable Woodstock serves as the subgrantee. The grant agreement requires the legislative body to adopt a resolution accepting the terms and conditions of the grant and designating authorized signatories—the Municipal Manager on behalf of the town, and Ms. Wetmore on behalf of Sustainable Woodstock.

Roger Logan commended the town and Sustainable Woodstock for this public-nonprofit partnership.

Motion: by Cliff Johnson moved to accept the CDBG-DR Riverside Mobile Home Park Grant Agreement as presented, authorizing the Municipal Manager and Jennifer Wetmore as authorized signatories. (7:26 PM)

Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

The grant agreement was signed by board members immediately following the vote.

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

Discussion: Appointment of New Selectboard Members

Motion: by Cliff Johnson to enter Executive Session pursuant to 1 V.S.A. § 313(a)(3) to discuss the appointment or employment or evaluation of a public officer or employee provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reason for its final decision during the open meeting. (7:27PM)

Seconded: by Norm Frates

Vote: 3-0-0, passed

Motion: by Cliff Johnson to exit executive Session (7:34 PM)
Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

J. Appointment of Selectboard Members:

Motion: by Cliff Johnson moved to appoint Gay Travers and Richard (Dick) Sweeney to the Selectboard for the term from May 28, 2026 through the August 11, 2026, election (7:35 PM)
Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

In accordance with Vermont statute requiring the Board to explain its reasoning in open session, a Board member stated that the appointments were made with the primary goal of maintaining objectivity heading into the August election and fostering community cohesion. Both appointees had indicated they would not seek election in August, thereby allowing for a fair and open election process uninfluenced by incumbency. The Board also acknowledged the strong qualifications of both appointees and encouraged all other candidates who were not appointed to run in the August 11 election. Petition forms were available at the back of the room, with a filing deadline of July 6. Eric Duffy requested that both newly appointed members remain after the meeting to be sworn in.

K. Approval of Minutes

Motion: by Norm Frates Jr. to approve the May 5, 2026 meeting minutes (7:37PM)
Seconded: by Cliff Johnson

Vote: 3-0-0, passed

L. Adjournment

Motion: by Cliff Johson to adjourn the meeting (7:37PM)

Seconded: by Norm Frates Jr.

Vote: 3-0-0, passed

Respectfully submitted,

Kitty Mears Koar

Town of Woodstock
Selectboard Meeting
June 2^{nd} 2026
8:30 AM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.
18 In person, 11 on Zia Zoom
Present: Chair Susan Ford, Cliff Johnson, Gay Travers, Dick Sweeney
Staff: Eric Duffy, Kitty Mears Koar, Stephanie Appelfeller, Kathy Avellino, Robert Densmore
Public: Mark Lanlois, Nate Freund, Lynda Fulkerson, Steve Fulkerson, Peter Shoemaker, Charlie Rattigan, Tom Debevoise III, Byron Kelly, Eric Nesbitt, Bonnie Clement, Michael Brands, Brad Ruderman, Cliff Harper, Alison Taylor, Andrew Heyward, Emma Stanton, Jon Spector, Melissa Spear, Wendy Spector, Nicholas Seldon

A. Call to order

Cliff Johnson called the Selectboard meeting of June 2^{nd} to order at 8:30 AM.
Motion: by Dick Sweeney to make Cliff Johnson the presiding officer until Chair Susan Ford arrival (8: 34 AM)
Seconded: by Gay Travers

Vote: 3-0-0, passed

B. Additions to & deletions from posted agenda

Billings Farm abatements
Update to the Finance Committee
Update on water system improvements
Communication from Town Hall item
Town Hall cameras discussion

C. Citizen Comments

Peter Shoemaker noted his prior professional relationship with Chair Susan Ford for transparency purposes. He expressed the view that the improper reallocation of funds — which he characterized as an illegal process — should not fall solely on one Board member to address. He called for a third-party investigation into how the fund transfers were authorized and who directed the relevant journal entries, arguing that the Municipal Manager bore responsibility for allowing this to occur given his knowledge of the legal requirements for fund reallocation votes. Nicholas Seldon echoed these concerns.

D. Votes

Sewer Abatement – 213 Butternut Lane

Finance Director Robert Densmore presented the request from the property owner at 213 Butternut Lane to be moved from a family flat rate to a double flat rate, as only two persons currently reside at the property.

Motion: by Gay Travers to approve the sewer billing adjustment for 213 Butternut Lane from the family rate to the double rate (8: 44 AM)
Seconded: by Cliff Johnson

Vote: 4-0-0, passed

Sewer Abatement – Billings Farm

Robert Densmore and Mark Lanlois, presented abatement requests for multiple Billings Farm accounts. The central issue concerned the farm's dairy production facility (account 21-51-02-001), which had been billed for full sewer usage despite the fact that a significant portion of water consumed by the cattle does not re-enter the municipal sewer system. Robert's analysis estimated approximately 4,000 cubic feet of sewer-attributable usage per nine-month billing cycle.

The Board discussed whether to assign a flat rate or a metered/percentage-based rate going forward. Several Board members expressed the view that a review by water/sewer department staff was warranted given the significant dollar difference, and the Board agreed to table the barn abatement pending that review.

The bills for the farm accounts are due June 11th. Robert Densmore noted that only interest (at 1%) — not a penalty — would accrue on late payments, and that any such interest could be abated alongside the underlying charges.

A separate set of Billings Farm accounts related to the Richard Billings house (69 Old River Road) and the powerhouse — accounts 04-03-20 and 04-03-20-001 — was presented. Both properties receive Town water but maintain their own private sewer systems with no connection to the municipal sewer plant.

Motion: by Gay Travers to abate sewer charges in the amounts of $1,841.39 on account 21-51-02-000 and $1,279.03 on account 21-51-02-008 (8: 44 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Motion: by Gay Travers to move the providing officer duties back to Chair Susan Ford (8: 57 AM)
Seconded: by Cliff Johnson

Vote: 4-0-0, passed

Motion: by Cliff Johnson to table the sewer abatement for the Billings Farm dairy production facility (account 21-51-02-001) pending a review and recommendation from water/sewer department staff (8: 58 AM)
Seconded: by Gay Travers
Vote: 4-0-0, passed

Motion: by Cliff Johnson to abate sewer charges for accounts 04-03-20 and 04-03-20-001 (Richard Billings house and powerhouse at 69 Old River Road) (8: 59 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer Abatement – 2 Moore Place

Robert Densmore presented a request from Nelson Hitchcock on behalf of property owner Constance Hitchcock at 2 Moore Place. The property was connected to the municipal sewer system on November 14th of the billing cycle, having previously operated on a private septic system. Robert Densmore recommended prorating the sewer charge to reflect only the portion of the billing cycle during which the property was connected. He also noted the need to separately verify whether a sewer connection fee had been collected at the time of connection.

Motion: by Cliff Johnson to approve a prorated sewer abatement for 2 Moore Place as recommended by Finance Director Robert Densmore (9:03 AM)
Seconded: by Gay Travers
Vote: 4-0-0, passed

Sewer Abatement – 23 The Green

Robert Densmore explained that the water charges for this account had previously been abated at the May 5th meeting to reflect usage of 4,988 cubic feet. The prior abatement motion had referenced water only, and this request sought to have the sewer charges adjusted to match the same corrected usage figure.

Motion: by Cliff Johnson to approve the sewer abatement for 23 The Green to match the previously approved water abatement (9:05 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer Abatement – 20 Heritage Condos Way

Robert Densmore explained that sewer charges had been erroneously billed to the main condo association accounts (31-01-27-001, 002, and 003), when in fact individual unit owners had been paying sewer separately for years. This resulted in a double billing on the part of the Town.

Motion: by Gay Travers to abate the sewer charges from the main association accounts at 20 Heritage Cottage Way as a Town billing error (9:07 AM)
Seconded: by Cliff Johnson
Vote: 4-0-0, passed

Sewer Abatement – 27 Slayton Terrace

Similar to the 23 The Green abatement, the water charges for this account had been abated at the May 5th meeting to reflect 4,700 cubic feet of usage, and this request sought to have sewer charges adjusted to match.

Motion: by Cliff Johnson to approve the sewer abatement for 27 Slayton Terrace to match the previously approved water abatement of 4,700 cubic feet (9:08 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer and Water Abatement – 4 The Green

Robert Densmore presented a request from the property owner at 4 The Green to reduce the number of sewer and water connections from five to one or two, reflecting a change in the building's use from multiple apartments and a business to primarily rentable office space on the lower floors, with one remaining apartment on the upper floor.
The Board expressed uncertainty about how to handle the request consistently relative to other multi-use properties in Town. Board members noted that the request differed from a typical abatement in that it involved a structural change to how the building is used, and that consistency with the billing treatment of other similar properties was important. Robert Densmore indicated he would contact the property owner to request their attendance at the next meeting to clarify the building's current configuration and intended use.

Motion: by Cliff Johnson to table the sewer and water abatement for 4 The Green pending further information from the property owner (9:18 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer and Water Abatement – 542 West Woodstock Road

Steve Fulkerson appeared before the Board to clarify that the request was not for a refund, but rather a correction to the billing structure going forward. Robert Densmore explained that the property at 542 West Woodstock Road (and associated address 540 West Woodstock Road) has a single water feed serving a main house and multiple rental units, but the billing did not accurately reflected the actual meter configuration. The corrections included: adjusting account 30-22-0.06-002 from a double to a single sewer rate (reflecting a single current tenant), and consolidating water meter usage onto the main account (30-22-0.06) to reflect the single feed, with metered sewer usage applied accordingly.

Motion: by Cliff Johnson to approve the billing corrections for 542 West Woodstock Road as requested and recommended by Finance Director Robert Densmore (9:24 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer & Water Abatement – 31 Elm Street

Robert Densmore explained that this property had a history of self-reported card readings rather than physical meter reads, and that the previous billing system had used an incorrect baseline reading. The correction sought to adjust the usage to reflect the actual card-reported readings: a starting reading of 321,788 and a current reading of 340,421, resulting in a corrected total usage of 18,633 cubic feet for both water and sewer.

Motion: by Cliff Johnson to approve the sewer and water abatement for 31 Elm Street (9:28 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Sewer and Water Abatement – 6 & 8 River Street

Robert Densmore presented a request from property owners Suzanne and Doug Lochner to split usage charges 50/50 between the main house and an apartment unit. He explained that the current billing practice charges the full usage to the primary account and a minimum sewer charge to the secondary unit — a practice that has been consistently applied to similar properties. Robert Densmore recommended denial of the abatement on the grounds that the billing was consistent with established Town practice, as both units are occupied and each appropriately receives a minimum sewer connection charge.

Motion: by Dick Sweeney to deny the sewer and water abatement for 6 & 8 River Street (9:31 AM)
Seconded: by Cliff Johnson
Vote: 4-0-0, passed

Sewer and Water Abatement – Ranch Camp

Nate Freund, co-owner of Ranch Camp at 431 Woodstock Road, appeared before the Board to explain the circumstances of the abatement request. The property was purchased in April 2025 and renovated from a former bank building into a restaurant, opening in September 2025. When the February billing cycle bill arrived, it reflected approximately 65,000 cubic feet of usage — a figure that appeared to include consumption from well before the current ownership.

Robert Densmore explained that no physical meter read had been taken at the time of the property's sale closing (an error on the part of the prior attorney), and additionally, the scheduled Town meter read in June 2025 was skipped because the building was noted as being under construction. Robert Densmore and staff conducted a two-month spot-check read and estimated that Ranch Camp's actual usage during the period of operation was between 30,000 and 35,000 cubic feet. Mr. Freund noted that his comparable restaurant in Stowe uses approximately 20,000–30,000 cubic feet over a similar period, and agreed that 30,000 was a reasonable estimate given the slower winter months in which the sample was taken.

Motion: by Dick Sweeney approve the sewer and water abatement for Ranch Camp, adjusting usage to 30,000 cubic feet as recommended by Finance Director Robert (9:40 AM)
Seconded: by Cliff Johnson
Vote: 4-0-0, passed

458 Woodstock Road – Request for Water Connection Deferral 1:06:35

Charlie Rattigan, Project Director for the Max Cummin Center for the Performing Arts, appeared before the Board along with civil engineer Brad Ruderman and hydrogeologist Cliff Harper. Mr. Rattigan described an exciting project to transform the 4.5-acre formerly commercial parcel at 458 Woodstock Road into a performing arts center, with an initial phase focused on environmental remediation of historical petroleum contamination, removal of old asphalt and concrete, and preservation of historic stone materials from a demolished 1834 structure.

Mr. Ruderman explained that while the project team would ideally connect to the municipal water system, current system pressure and flow rates are insufficient for both the potable water and fire suppression demands of the facility. Pursuant to Section 3 of the Municipal Water Use Ordinance, the team formally requested a deferral to permit the use of an engineered on-site drilled well and storage system. The property historically had its own drilled well, which has since been abandoned. The team is in the process of applying to the state for a source permit.

The Board noted its ongoing efforts to improve the municipal water system and expressed a desire that the project connect to Town water when feasible. The Board approved a deferral with the assumption — noted in the motion — that the project intends to connect to the municipal water system for potable use once adequate supply is available.

Motion: by Cliff Johnson to approve the water connection deferral for 458 Woodstock Road, with the assumption that the applicant intends to connect to the municipal water system when it is capable of supplying the property's needs (9:51 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Request to Harvest Trees along Town's Right of Way

Eric Duffy reported that, following questions raised at the prior meeting, he had consulted with Tucker Westenfield, who confirmed that there would be no erosion issues associated with the proposed tree harvesting. The contractor is required to follow Vermont VELAMP standards for water quality and erosion control. No new trees would be planted, though natural regeneration is expected over time.

Motion: by Cliff Johnson to grant the request to harvest trees along the Town's right of way (9:53 AM)

Seconded: by Dick Sweeney
Vote: 4-0-0, passed

Village Conservancy Process

Wendy Spector appeared on behalf of the Village Conservancy. She clarified that, under the existing letter of agreement between the Conservancy and the Town, all project-related communication flows through the Municipal Manager, and any interaction with other staff requires board approval. The Conservancy requested two actions from the Board.

First, the Board considered authorizing the Conservancy to work with municipal staff to conduct public feedback sessions on the question of whether the Village Green should be rehabilitated. Gay Travers raised a concern that holding such sessions at Town Hall could imply Town endorsement of the project, rather than a neutral inquiry. The Board also briefly discussed a question raised by Gay Travers regarding ownership of the Village Green, and Eric Duffy confirmed that based on his research the Town holds title to the Green.

Motion: by Cliff Johnson to authorize the Conservancy to work with municipal staff to conduct public feedback sessions on the question of rehabilitation of the Village Green (10:05 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

The Board considered endorsing the Conservancy's planning initiative for a bicentennial celebration of the Village Green, including authorizing a working group to proceed with stakeholder coordination and sponsorship outreach. Ms. Spector clarified that this initiative is distinct from the rehabilitation question and would be funded through the Conservancy, not through taxpayer money. She noted that the precise bicentennial date is still being researched.

Motion: by Cliff Johnson to approve the Conservancy's bicentennial celebration planning initiative for the Village Green (10:08 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

D. Liquor Licenses

Oakes & Evelyn, LLC – 1st & 3rd Class

Motion: by Cliff Johnson to approve the first and third class liquor license for Oakes & Evelyn, LLC, based on the assumption that the state is reviewing the application (10:09 AM)
Seconded: by Dick Sweeney
Vote: 4-0-0, passed

E. Discussion

Vondell-Cobb Update

Chair Susan Ford reported that the Town had received a grant from the Vermont Housing and Conservation Board in the amount of $655,000 (approximately $50,000 of which would go to the land trust to administer). The Board has not yet accepted the grant, having previously stated it did not wish to proceed with conservation unless private fundraising reached $400,000.

Tom Debevoise provided a fundraising update, reporting that commitments to date total $210,500 — just over half of the private fundraising goal. Notable gifts include $75,000 from the Burne Foundation and $100,000 from the family of Nancy Winters. He expressed cautious optimism that additional five-figure gifts were forthcoming and noted that the fundraising window extends to the end of July.

Peter Shoemaker raised the question of how the raised funds would be used — whether to reduce the tax burden on residents, lower water bills, or support other needs such as affordable housing — and urged the Board to publicly articulate a plan for the use of proceeds.

Gay Travers expressed concern about the pace of the conservation process, noting that the Town had owned the property for barely a year and that the original rationale presented to voters was to maintain control over the parcel. Chair Susan Ford clarified that under the proposed arrangement, the Town would retain ownership of the land but would convey a conservation easement and development rights, with one portion of the property exempted. She acknowledged that the specific terms of the easement — including protections for water supply use and mountain bike trails — had not yet been negotiated, and that the grant documents would need to be carefully reviewed before any acceptance.

Selectboard Rules and Procedures for Meetings

The Board briefly discussed the ongoing effort to develop formal meeting rules and procedures. Given the recent addition of two new Board members (Dick Sweeney and Gay Travers), it was agreed that the existing draft materials should be shared with them to allow time for review. The general direction of the effort — balancing transparency and public input with the need to conduct business efficiently — was affirmed, but no vote was taken. The discussion will continue at a future meeting with input from VLCT.

Summer Meeting Schedule

The Board reviewed and confirmed the following summer meeting schedule:

- June 16 at 6:00 PM (evening meeting)
- July 7 at 8:30 AM
- July 27 (Monday) at 6:00 PM — substituted for July 21 due to a conflict
- August 4 at 8:30 AM
- August 18 (pending)

Homestead Filing Penalty

Town Assessor Kathy Avellino described the process for enforcing the homestead filing penalty that the Board had previously voted to adopt. The state processes homestead filings and is still catching up on its download schedule. Once the state confirms it is current, the Assessors will compare homestead filers against last year's non-homestead list and report suspected non-filers to the state, which then contacts the property owners directly. Those who file late will have a penalty added as a line item on their August or September tax bill.

Kathy Avellino noted that a cross-reference with the voter checklist has also been employed as an additional verification tool. She emphasized that enforcement of prior-year filing inaccuracies is the state's responsibility, not the Town's. The Board was advised to direct any concerns from the public to the Assessors office so that cases can be formally reported to the state.

AARP Grant Agreement

Eric Duffy reported that Economic Development Director Abbie Sherman had successfully applied for and received an AARP grant in the amount of $13,500. The funds will be used to install resting spots along Pleasant Street to support walkability for older residents traveling between East End and the Village center. The grant was noted for the record as required under the Town's grant policy.

Noise Ordinance for the Town

Former Town Planner Michael Brands appeared before the Board to request consideration of a noise ordinance, specifically focused on the keeping of roosters within the Town. He described a situation in which a neighboring property keeps at least one rooster, which crows beginning around 5:20–5:30 AM daily and continues throughout the day. He reported measuring 65 decibels from his bedroom window. He noted that the Village noise ordinance addresses animal noise nuisances but that no equivalent provision exists in the Town ordinance.

Mr. Brands proposed draft language modeled after the Town's dog control ordinance that would prohibit the keeping of roosters within 1,000 feet of a neighboring residence or business, with enforcement provisions to be determined by the Board. He stated he had warned the neighbor that he was bringing the matter to the Board.

Kathy Avellino, who lives nearby, corroborated that the rooster noise is audible from her property as well, and noted that she and the Town Clerk had been unable to locate older documentation of a similar Village-era prohibition.

Byron Kelly noted that the relevant state statute (Title 13, Section 1022) addresses noise in the nighttime — defined as the period from sunset to sunrise — and that there is no current mechanism to address daytime animal noise absent a local ordinance.

The Board agreed that additional public input and a draft ordinance were warranted, and directed Eric Duffy to prepare draft language for the June 16th evening meeting. No vote was taken on the ordinance itself, and Board members acknowledged the process would take several months including public hearings.

Change of Sewer Listing after Parcels Sold

Chair Susan Ford raised the issue of sewer billing not being updated when properties change ownership, resulting in potential under-billing for new occupants and increased costs to remaining ratepayers. She proposed that when a property sells, the billing automatically revert to the family rate, requiring new owners to request a reduction if warranted.

The Board discussed an alternative approach suggested previously by Peter Shoemaker: including a billing status verification card with each sewer bill, placed on notice that inaccurate reporting could result in a penalty. The Board agreed that the card approach was a reasonable first step that would not require a formal vote — it would be implemented as a process change. A penalty for inaccurate reporting would require a future vote, likely as an amendment to the sewer ordinance.

Merger Committee

Eric Duffy reported that he had reached out to John Spector, chair of the Finance Committee, regarding the committee's capacity to support future merger committee financial work. He indicated that four current members are willing to remain, which would leave approximately three vacancies on a seven-person committee.

Manager's Report

Water System Improvements: The previous day, he, Stephanie Appelfeller, and the Town's engineering firm (MSK) met with the Agency of Natural Resources in Montpelier to brief them on the permitting requirements anticipated for the water system upgrade project. The meeting was described as positive, with the state expressing willingness to work collaboratively on permit solutions.

Town Hall Camera System: Eric Duffy previewed a forthcoming agenda item regarding a security camera and access control system for Town Hall. The proposed system would include two cameras, an intercom, and a key-fob access system at the front entrance, along with electronic locks on interior doors at the top of the stairs and by the elevator. The system would allow for remote lockdown or access management. The anticipated cost is $27,000 for a three-year contract, followed by approximately $2,000 per year thereafter. Full details, including the RFP process, would be presented at the June 16th meeting.

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

Motion: by Cliff Johnson to enter Executive Session pursuant to 1 V.S.A. § 313(a)(2) to go into executive discussion executive session to discuss the possibility of the Town negotiating or securing real estate or lease options. (11:05 AM)

Seconded: by Dick Sweeney

Vote: 4-0-0, passed

Motion: by Gay Travers to exit executive Session (11:12 AM)
Seconded: by Cliff Johnson

Vote: 4-0-0, passed

K. Approval of Minutes

The Board determined that approval of the minutes should be tabled until Vice Chair Norm Frates Jr is present, as the two newest Board members were not in attendance at the meetings in question and a sufficient number of eligible voters to approve the minutes was therefore not available. It was noted that future minutes should reflect attendance counts, including the number of participants on Zoom.

L. Adjournment

Motion: by Gay Travers to adjourn the meeting (11:14 AM)

Seconded: by Cliff Johnson

Vote: 4-0-0, passed

Respectfully submitted,

Kitty Mears Koar