

Town of Woodstock
Selectboard Meeting
August 18th, 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. Reports

1. Manager's Report
2. Financial Report

E. Vote

1. FY24-25 Town Payments towards legal fees
2. Setting of FY27 Tax rate
3. Liquor License
 1. Imprint 1st, 3rd, OCP
4. Liquor License
 1. EOS Hotel Management Holdings LLC 1st, 3rd, OCP
5. Utility Abatement- 3 Bond Street
6. House Task Force Appointment
 - Ben Jervey, Peter Jungbacker, Eric Wengenroth, Jon Spector
7. Fixed Assets Policy
8. Village Conservancy
 1. Permission to Speak with outside agencies
9. Conservation of Vondell-Cobb Property
10. Appointment of Trustee of Public Funds
 1. Mark Harris
11. Short Term Rental Officer appointment
 1. Savannah Spannaus
12. School committee Vacancy

F. Discussion

1. Water Card/Usage Update
2. Speed Limit Signs Route 106
3. Changing of Speed Limits- Peterkin Hill Road
4. Statement from Chair of the Selectboard

G. Approval of Minutes

05.28.26

08.04.26

H. Adjournment

Zoom

The link to join us is

<https://us02web.zoom.us/j/84782406503?pwd=UXAzWnJxaEE0MzJaMlBKeHJPUjB6QT09>

or from zoom.us you can enter these details to join the meeting

Meeting ID: 847-8240-6503

Password: 247624

You can also download the Zoom app on your smartphone

Selectboard Meeting Process

Thank you for attending the Selectboard meeting. We thought it would be helpful to outline our process. We welcome input and want people to participate and feel the below process offers the best opportunity to participate in Town business.

Meeting Agenda:

- The meeting agenda is set by the Chair of the board in consultation with the rest of the board and the Municipal Manager.
- Any resident can ask for a topic to be included on a future agenda. A request for an agenda item does not guarantee it will be included (official agenda request procedure will be added to this policy when finalized).

Meeting Procedure:

- Every meeting is run and controlled by the Chair of the Board or the Vice Chair (in a situation where both are not able to attend, another member run the meeting)

Citizen Comments:

- Per 1 V.S.A. § 312(h), the public shall be given a reasonable opportunity to express its opinions on matters considered by the public body during the meeting, as long as order is maintained. Public comment shall be subject to reasonable rules established by the chairperson.
- Therefore, the Chair is able to, among other things set time limits on comments, allow only one comment per resident, and end the citizen comment part of the meeting when they feel it is necessary.
- As the topics of citizen comments are not warned on the agenda, it will be understood that the board and the Municipal Manager will not respond to any comments directly during the meeting. Citizen comments' topics maybe addressed later via being placed on a new agenda, through email communication, in person conversation, or other means.
- For people in person, they must be called on to make a comment, come to the table and state their name and finish their comment by the end of the allocated time. If the person is on Zoom, they need to raise their electronic hand and wait to be called on and unmuted.

Agenda Topics:

- The board will take up a discussion on the topic or allow the presenter to

discuss the topic. The board then will ask questions, make comments, and enter into a discussion amongst themselves about the agenda topic.

After this discussion, the board, may, ask for public comments/feedback/questions from the public. Time limits maybe enforced, if the Chair deems it appropriate. For a member of the public to participate, they need to follow the same rules as above in Citizens Comments

- After an action is taken by the Board on an agenda topic (vote, tabled, held for future debate, etc) no further discussion will happen on that topic.
- For any agenda item that falls into a category covered under 1 V.S.A. § 313, the board may vote to enter executive session to discuss the topic.

Meeting Ending

- When the agenda items have all been acted on or when the Chair feels the meeting needs to end (due to disruption, time limits, emergencies, etc), a motion to adjourn the meeting may happen.
- The Chair may also put the meeting "into recess" if they feel the meeting needs to be paused for whatever reason. In this scenario, the Chair needs to announce how long the recess will be for or what time the recess will end.

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11:10 am

WOODSTOCK TOWN General Ledger

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Robert Densmore

WATER GENERAL FUND

Account	Budget	Actual	% of Budget
H-4001-000 Water Billed Revenue	735,226.17	703,758.80	95.72%
H-4002-000 Water interest revenue	0.00	4,083.28	100.00%
H-4003-000 Water Penalty Revenue	0.00	3,349.72	100.00%
H-4004-000 Non-Usage Water Revenue	0.00	1,840.97	100.00%
Total Revenues	735,226.17	713,032.77	96.98%
H-5012 Executive			
Total Executive	0.00	0.00	0.00%
H-5016 Accounting			
Total Accounting	0.00	0.00	0.00%
H-5019 Capital Reserves			
Total Capital Reserves	0.00	0.00	0.00%
H-5021-100 Salaries & Wages	166,000.00	145,755.10	87.80%
H-5021-197 Employer Healthcare Cost	20,830.00	42,863.65	205.78%
H-5021-198 CCC - Water company	750.00	553.30	73.77%
H-5021-199 Employer Paid Benefits	33,200.00	29,530.58	88.95%
H-5021-201 Operating Supplies	44,860.00	51,911.58	115.72%
H-5021-202 Office Supplies	1,000.00	78.40	7.84%
H-5021-203 Insurance	7,000.00	0.00	0.00%
H-5021-204 Postage	13,114.00	14.25	0.11%
H-5021-205 Utilities	41,496.00	32,542.71	78.42%
H-5021-207 Audit Expense	7,000.00	6,182.93	88.33%
H-5021-305 Other Purchased Services	20,000.00	27,015.06	135.08%
H-5021-306 Uniforms Maintenance	0.00	2,379.63	100.00%
H-5021-310 Laboratory Testing	2,000.00	3,810.04	190.50%
H-5021-502 Communications	0.00	2,051.25	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 Maintenance	80,000.00	31,100.91	38.88%
H-5021-802 Bond Interest Payment	238,976.17	238,976.17	100.00%
H-5029 Capital Reserves			
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%
Total Capital Reserves	55,000.00	55,000.00	100.00%
H-5070 Comm Dev & Planning			
Total Comm Dev & Planning	0.00	0.00	0.00%
H-5099 H - Capital Spending			

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WATER GENERAL FUND

Account	Budget	Actual	% of Budget
Total H - Capital Spending	0.00	0.00	0.00%
H-540 Water Department Grants			
H-5400 Grants Spending			
Total Grants Spending	0.00	0.00	0.00%
H-5401-000 NBRC - Grant funds	0.00	2,581.10	100.00%
H-5401-001 1B Route 4 Project	0.00	10,046.96	100.00%
H-5401-401 Elm St. H2O System Imp	0.00	14,990.15	100.00%
H-5402-000 NBRC - Matching Funds	0.00	1,416.00	100.00%
Total Water Department Grants	0.00	29,034.21	100.00%
Total Appropriations	735,226.17	729,996.01	99.29%
Total WATER GENERAL FUND	0.00	-16,963.24	
Total All Funds	0.00	-16,963.24	

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 SEWER GENERAL FUND

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Robert Densmore

Account	Budget	Actual	Actual % of Budget
3-400 CONSUMPTION FEE REVENUE			
3-4006-000 Sewer Consumption Fees	1,400,576.47	1,373,595.32	98.07%
3-4007-000 Delinq Consump - Interest	10,000.00	15,865.81	158.66%
3-4008-000 Delinq Consump - Penalty	12,500.00	-2,774.35	-22.19%
Total CONSUMPTION FEE REVENUE	1,423,076.47	1,386,686.78	97.44%
3-407 INTEREST INCOME			
3-4071-000 General Interest Income	20,000.00	32,556.22	162.78%
Total INTEREST INCOME	20,000.00	32,556.22	162.78%
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			
3-4701-000 Transfer from Cap Reserve	0.00	22,240.11	100.00%
Total TRANSFERS IN	0.00	22,240.11	100.00%
Total Revenues	1,443,076.47	1,429,676.66	99.07%
3-500 PENSION EXPENSE			
Total PENSION EXPENSE	0.00	0.00	0.00%
3-501 ADMINISTRATION			
3-5012 EXECUTIVE			
3-5012-100 Salaries & Wages	65,400.00	62,422.71	95.45%
3-5012-197 Employer Healthcare cost	57,000.00	98,642.03	173.06%
3-5012-198 CCC Tax Sewer	1,100.00	1,600.97	145.54%
3-5012-199 Employer Paid Benefits	13,080.00	5,129.17	39.21%
3-5012-200 Wellness	260.00	0.00	0.00%
3-5012-314 IT Infrastructure	6,800.00	4,956.29	72.89%
3-5012-602 Meeting/Prof. Development	1,480.00	114.84	7.76%
3-5012-603 Dues, Subs, Meetings	10.00	1,400.72	14,007.20%
3-5012-615 Advertising	108.00	259.00	239.81%
Total EXECUTIVE	145,238.00	174,525.73	120.17%
3-5013 OFFICE ADMINISTRATION			
3-5013-201 Operating Supplies	1,036.00	514.79	49.69%
3-5013-202 Office Supplies	1,132.00	661.77	58.46%

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Account	Budget	Actual	% of Budget
3-5013-204 Postage	1,600.00	2,715.48	169.72%
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	6,358.72	143.21%
3-5013-503 NEMRC Support/License	670.00	1,162.25	173.47%
3-5013-505 IT - Sewer Contract	6,200.00	6,947.81	112.06%
3-5013-615 Advertising	560.00	0.00	0.00%
Total OFFICE ADMINISTRATION	16,616.00	19,799.71	119.16%
3-5014 AUDITING			
3-5014-301 Professional Services	10,080.00	8,903.41	88.33%
Total AUDITING	10,080.00	8,903.41	88.33%
3-5016 ACCOUNTING			
3-5016-100 Salary & Wages	33,222.97	43,331.25	130.43%
3-5016-199 Employer Paid Benefits	8,200.00	3,941.63	48.07%
3-5016-301 Professional Services	2,100.00	181.19	8.63%
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	47,591.37	105.46%
Total ADMINISTRATION	217,061.97	250,820.22	115.55%
3-5021 MAINTAINING SEWER SYSTEMS			
3-5021-100 Salaries & Wages	308,653.75	312,466.46	101.24%
3-5021-199 Employer Paid Benefits	61,730.75	48,684.83	78.87%
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	1,218.87	8.13%
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	414,726.22	86.12%
3-5022 CONSTR & MAINT OF PLANTS			
3-5022-199 Employer Paid Benefits	0.00	3,835.02	100.00%

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Account	Budget	Actual	Actual % of Budget
3-5022-201 Operating Supplies	60,000.00	62,307.74	103.85%
3-5022-202 Office Supplies	500.00	0.00	0.00%
3-5022-203 Repair & Mainte Supplies	7,000.00	9,851.63	140.74%
3-5022-301 Professional Services	4,000.00	4,518.75	112.97%
3-5022-305 Other Purchased Services	30,000.00	36,823.44	122.74%
3-5022-306 Uniforms, Protective Gear	6,000.00	7,118.71	118.65%
3-5022-307 Engineering Services	20,000.00	5,000.00	25.00%
3-5022-308 Engineering Study Main Pl	0.00	86,199.87	100.00%
3-5022-310 Laboratory Testing	20,000.00	14,159.83	70.80%
3-5022-401 Repair & Maintenance	15,000.00	10,429.60	69.53%
3-5022-409 Small Tools & Equipment	900.00	397.33	44.15%
3-5022-426 Dewatering	120,000.00	132,867.67	110.72%
3-5022-501 Utilities	110,000.00	135,468.02	123.15%
3-5022-502 Communications	8,500.00	7,321.53	86.14%
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	567,120.37	97.21%
3-5023 SEWER VEHICLE			
3-5023-203 Repair & Mainte Supplies	9,000.00	1,524.99	16.94%
3-5023-601 Fuel	9,000.00	4,506.43	50.07%
Total SEWER VEHICLE	18,000.00	6,031.42	33.51%
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%

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 SEWER GENERAL FUND

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Account	Budget	Actual	% of Budget
3-5070 Comm Devel & Planning			
Total Comm Devel & Planning	0.00	0.00	0.00%
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	1,403,995.34	97.29%
Total SEWER GENERAL FUND	0.00	25,681.32	
Total All Funds	0.00	25,681.32	

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TOWN GENERAL FUND

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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	14,366.56	143.67%
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	7,389,395.50	101.68%
1-401 RENTAL INCOME			
1-4015-000 Pentangle Rental	12,210.00	13,227.50	108.33%
1-4016-000 Chamber of Commerce Rent	6,600.00	2,500.00	37.88%
Total RENTAL INCOME	18,810.00	15,727.50	83.61%
1-402 FEES & PERMITS			
1-4022-000 Overweight Permits	600.00	610.00	101.67%
1-4024-000 Alarm System Registration	7,100.00	5,100.00	71.83%
Total FEES & PERMITS	7,700.00	5,710.00	74.16%
1-403 TOWN CLERK FEES			
1-4031-000 Dog Licenses	1,250.00	315.00	25.20%
1-4032-000 Liquor Licenses	2,700.00	3,205.00	118.70%
1-4033-000 Marriage Licenses	350.00	630.00	180.00%
1-4034-000 Recording Fees	33,500.00	38,170.00	113.94%
1-4035-000 Use of Records	1,200.00	1,074.00	89.50%
1-4036-000 Town Clerk Copies	11,500.00	10,726.00	93.27%
1-4037-000 Restoration of Records	0.00	13,744.00	100.00%
1-4039-000 Town Clerk Miscellaneous	200.00	268.00	134.00%
Total TOWN CLERK FEES	50,700.00	68,132.00	134.38%
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	108,289.67	166.60%
1-4052-000 Zoning Maps & Regulations	100.00	0.00	0.00%
Total PLANNING & ZONING	65,100.00	108,289.67	166.34%
1-406 PARKS			
Total PARKS	0.00	0.00	0.00%
1-407 INTEREST INCOME			

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TOWN GENERAL FUND

Account	Budget	Actual	% of Budget
1-4071-000 General Interest Income	50,000.00	89,601.29	179.20%
Total INTEREST INCOME	50,000.00	89,601.29	179.20%
1-408 AMBULANCE & FIRE DEPT			
1-4081-000 Ambulance Services	905,000.00	958,348.41	105.89%
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	1,110,330.46	103.29%
1-409 MISCELLANEOUS			
1-4091-000 Miscellaneous Revenue	0.00	23,602.50	100.00%
1-4091-002 Bank Recon Items	0.00	25,371.54	100.00%
1-4091-004 Short Term Rental Town	0.00	9,975.00	100.00%
1-4092-000 Misc - State of Vermont	0.00	16,762.00	100.00%
1-4093-000 Town Highway State Aid	135,000.00	156,834.05	116.17%
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	475,668.26	157.46%
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	-135,391.78	27.63%
Total MANDATORY DRAWBACK	-494,000.00	-135,400.82	27.41%
1-460 COMMUNITY CONTRIBUTIONS			
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
1-470 TRANSFERS IN			
1-4701-000 Transfer from Cap Reserve	0.00	402,310.71	100.00%
1-4702-000 Transfer from Trustee	1,500.00	7,500.00	500.00%
Total TRANSFERS IN	1,500.00	409,810.71	27,320.71%
1-485 BILLINGS PARK			
Total BILLINGS PARK	0.00	0.00	0.00%

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Account	Budget	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	9,784,356.41	117.14%
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	43,200.00	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	221,697.00	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	11,000.00	100.00%
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	232,350.00	98.04%
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	463,585.19	98.64%
1-5004 HEALTH OFFICER			
1-5004-100 Salaries & Wages	2,000.00	2,085.48	104.27%
1-5004-199 Employer Paid Benefits	250.00	156.45	62.58%
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	2,241.93	91.51%

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1-5010 GOVERNMENT BUILDINGS			
1-5010-201 Operating Supplies	3,000.00	1,267.31	42.24%
1-5010-305 Other Purchased Services	10,000.00	15,657.42	156.57%
1-5010-309 Custodial Services	14,000.00	11,400.00	81.43%
1-5010-501 Utilities	36,000.00	48,954.88	135.99%
1-5010-703 Bldg Repairs & Mainte	25,000.00	21,173.39	84.69%
1-5010-706 EEI	83,738.56	171,664.05	205.00%
Total GOVERNMENT BUILDINGS	171,738.56	270,117.05	157.28%
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	506,403.28	85.83%
1-5011-198 CCC tax Town	15,332.77	10,912.27	71.17%
1-5011-199 Employer Paid Benefits	600.00	385.44	64.24%
1-5011-200 Addtl Wages Dispatch Con	50,000.00	0.00	0.00%
1-5011-302 Legal Services	57,500.00	45,510.01	79.15%
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	120,000.00	100.00%
Total SELECT BOARD	890,448.77	776,333.95	87.19%
1-5012 EXECUTIVE			
1-5012-100 Salaries & Wages	179,850.00	188,061.03	104.57%
1-5012-199 Employer Paid Benefits	35,970.00	52,702.20	146.52%
1-5012-200 Wellness	715.00	4,323.37	604.67%
1-5012-314 IT Infrastructure	18,700.00	22,841.32	122.15%
1-5012-603 Dues, Subs & Meetings	4,070.00	7,891.22	193.89%
1-5012-615 Advertising	297.00	712.25	239.81%
Total EXECUTIVE	239,602.00	276,531.39	115.41%
1-5013 OFFICE ADMINISTRATION			
1-5013-201 Operating Supplies	2,849.00	5,510.46	193.42%
1-5013-202 Office Supplies	3,113.00	5,567.66	178.85%
1-5013-204 Postage	4,400.00	9,671.37	219.80%
1-5013-401 Equipment Maintenance	880.00	3,038.70	345.31%
1-5013-405 Machinery & Equipment	1,809.50	5,755.99	318.10%
1-5013-502 Communications	12,210.00	16,216.92	132.82%
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	76,820.63	168.12%
1-5014 AUDITING			

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1-5014-301 Professional Services	23,720.00	20,951.29	88.33%
Total AUDITING	23,720.00	20,951.29	88.33%
1-5015 TREASURER			
1-5015-100 Salaries & Wages	13,000.00	13,000.00	100.00%
1-5015-199 Employer Paid Benefits	2,900.00	935.90	32.27%
1-5015-603 Dues, Subs & Meetings	100.00	0.00	0.00%
Total TREASURER	16,000.00	13,935.90	87.10%
1-5016 ACCOUNTING			
1-5016-100 Salaries & Wages	91,363.16	102,462.60	112.15%
1-5016-199 Employer Paid Benefits	22,550.00	26,898.39	119.28%
1-5016-301 Professional Services	5,802.50	498.91	8.60%
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	133,453.70	107.51%
1-5017 TAX LISTING			
1-5017-100 Salaries & Wages	90,462.84	91,930.25	101.62%
1-5017-199 Employer Paid Benefits	15,936.48	7,032.76	44.13%
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	262.70	26.27%
1-5017-312 Licensed State Support	1,300.00	1,830.86	140.84%
1-5017-401 Equip Repair & Mainte	2,000.00	3,355.14	167.76%
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	109,970.71	94.40%
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%

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Total TRAFFIC CONTROL	8,500.00	7,828.12	92.10%
1-5022 HIGHWAY CONST&MAINT			
1-5022-100 Salaries & Wages	466,748.00	459,839.37	98.52%
1-5022-101 Overtime	86,000.00	57,982.88	67.42%
1-5022-199 Employer Paid Benefits	98,559.00	97,602.53	99.03%
1-5022-201 Operating Supplies	20,000.00	42,649.23	213.25%
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	25,077.33	125.39%
1-5022-307 Emergency Work	1,500.00	0.00	0.00%
1-5022-308 Street Line Painting	16,000.00	51,134.25	319.59%
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	6,404.23	148.94%
1-5022-507 Rubbish Removal	33,000.00	41,399.53	125.45%
1-5022-601 Diesel & Gasoline	83,000.00	66,147.90	79.70%
1-5022-707 Spot Gravel	100,000.00	116,244.06	116.24%
1-5022-708 Pavement Patch	1,500.00	1,697.08	113.14%
1-5022-709 St Mandate-Stormwater Mgt	20,000.00	1,700.00	8.50%
1-5022-711 Street Paving	25,000.00	6,350.00	25.40%
1-5022-712 Road Stabilization	40,000.00	46,991.08	117.48%
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	1,209,399.32	96.24%
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	117,041.50	156.06%
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 Freightliner 2020 BH	27,500.00	27,331.00	99.39%
1-5024-433 2023 Freightliner	38,000.00	38,287.65	100.76%

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Total HIGHWAY EQUIPMENT	230,930.00	287,388.76	124.45%
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	53,714.99	107.43%
Total STREET LIGHTS	50,000.00	53,714.99	107.43%
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	4,380.00	79.64%
Total PARKS	12,200.00	12,758.76	104.58%
1-5028 PUBLIC WORKS BUILDINGS			
1-5028-501 Utilities	32,573.00	26,168.63	80.34%
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	98,487.04	80.68%
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	1,972,097.52	97.95%
1-503 AMBULANCE DEPARTMENT			
1-5030 AMBULANCE OPERATIONS			

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1-5030-100 Firefighter/ EMT Salaries	110,000.00	111,330.70	101.21%
1-5030-102 Chief EM Serv-SalaryWages	47,122.49	53,555.84	113.65%
1-5030-103 Firefighter/EMT	565,000.00	580,169.80	102.68%
1-5030-197 Firefighter/EMT Benefits	113,000.00	101,903.31	90.18%
1-5030-198 Chief EM Serv-Benefits	8,482.05	12,969.46	152.90%
1-5030-199 Firefighter/EMT Benefit	19,800.00	39,619.03	200.10%
1-5030-201 Operating Supplies	35,000.00	34,167.81	97.62%
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	16,735.62	321.84%
1-5030-305 Other Purchased Services	3,500.00	2,391.08	68.32%
1-5030-315 Associates Salary	230,000.00	314,251.50	136.63%
1-5030-318 Paramedic Intercept	5,000.00	3,725.00	74.50%
1-5030-402 Equipment Fire	5,000.00	4,200.24	84.00%
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	1,405,157.53	111.31%
1-5031 AMBULANCE VEHICLE			
1-5031-401 Equip Repair & Mainte	0.00	7,278.44	100.00%
1-5031-405 Ambulance	25,000.00	233.65	0.93%
1-5031-409 Small Tools & Equipment	5,000.00	1,652.33	33.05%
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	22,103.76	44.30%
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%

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1-5033 AMBULANCE COMMUNICATIONS			
1-5033-561 Office Phone & Internet	2,250.00	1,155.82	51.37%
1-5033-562 Vehicle Cell Phones	5,550.00	3,340.17	60.18%
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	7,962.77	58.55%
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	1,630,258.32	104.04%
1-504 FIRE DEPARTMENT			
1-5040 FIREFIGHTING			
1-5040-100 Salaries&WageFirefighters	45,000.00	21,926.56	48.73%
1-5040-102 Chief EM Serv-SalaryWages	47,122.49	55,918.14	118.67%
1-5040-198 Chief EM Serv-Benefits	19,000.00	15,192.01	79.96%
1-5040-199 EmplPaidBenefitFirefighte	1,500.00	1,785.32	119.02%
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	110,963.28	83.70%
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	850.19	85.02%
1-5043-502 Communications	6,300.00	5,076.88	80.59%
1-5043-564 Fireground Radios	0.00	-179.16	100.00%
Total FIRE COMMUNICATIONS	9,700.00	6,947.91	71.63%

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1-5045 FIRE TRUCK & EQUIPMENT			
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	2,001.07	40.02%
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	39,504.70	94.28%
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	900.00	90.00%
Total FIREFIGHTING EQUIPMENT	15,700.00	9,889.12	62.99%
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	1,634.38	130.75%
1-5047-509 Misc Utilities	2,600.00	2,633.44	101.29%
1-5047-703 Bldg Repairs & Mainte	2,500.00	9,370.13	374.81%
Total WOODSTOCK STATION #2	9,650.00	15,698.93	162.68%
1-5048 EMERGENCY SERVICES BLDG			
1-5048-203 Maintenance Supplies	2,000.00	2,493.13	124.66%
1-5048-504 Propane	5,000.00	7,214.02	144.28%
1-5048-506 Electricity	32,500.00	35,346.28	108.76%
1-5048-509 Misc Utilities	4,500.00	5,132.50	114.06%
1-5048-703 Equip Repair & Mainte	12,500.00	18,056.90	144.46%
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	313,941.33	103.17%
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%

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Account	Budget	Actual	Actual % of Budget
1-5049-962 UTV	15,000.00	15,000.00	100.00%
1-5049-964 Fire Hose	4,000.00	4,000.00	100.00%
1-5049-965 Bunker Gear	10,000.00	10,000.00	100.00%
1-5049-967 Air Pack Frames	9,000.00	9,000.00	100.00%
1-5049-968 Air Pack Tanks	2,000.00	2,000.00	100.00%
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	686,945.27	97.60%
1-505 COMMUNICATIONS			
1-5050 DISPATCH SERVICES			
1-5050-100 Salaries & Wages	333,991.24	384,679.45	115.18%
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	68,337.39	103.54%
1-5050-201 Operating Supplies	1,000.00	240.40	24.04%
1-5050-202 Office Supplies	2,560.00	450.63	17.60%
1-5050-203 Repair & Mainte Supplies	1,600.00	1,681.31	105.08%
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	17,580.29	175.80%
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	519,213.47	105.99%
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	535,813.47	105.80%

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Account	Budget	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	952.04	47.60%
Total BOARD OF CIVIL AUTHORITY	6,500.00	3,030.54	46.62%
1-5061 TOWN CLERK			
1-5061-100 Salaries & Wages	78,100.00	82,803.82	106.02%
1-5061-106 Asst Town Clerk Wages	60,850.00	61,245.54	100.65%
1-5061-199 Employer Paid Benefits	30,390.00	28,319.30	93.19%
1-5061-202 Office Supplies	500.00	158.00	31.60%
1-5061-305 Other Purchased Services	350.00	211.49	60.43%
1-5061-405 Machinery & Equipment	5,000.00	0.00	0.00%
1-5061-406 Copier Lease	3,000.00	1,241.06	41.37%
1-5061-603 Dues, Subs & Meetings	800.00	753.56	94.20%
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	177,212.30	96.13%
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	183,742.84	94.55%
1-507 BOARDS & AGENCIES			
1-5070 PLANNING & ZONING			
1-5070-100 Salaries & Wages	108,000.00	109,320.11	101.22%
1-5070-199 Employer Paid Benefits	20,421.00	23,107.50	113.16%
1-5070-301 Professional Services	25,350.00	18,281.40	72.12%
1-5070-302 Legal Fees	4,800.00	3,972.65	82.76%
1-5070-406 Equipment Purchase	1,500.00	14.99	1.00%
1-5070-601 Travel & Transportation	2,250.00	106.93	4.75%
1-5070-603 Dues, Subs & Meetings	6,000.00	6,650.00	110.83%
1-5070-615 Advertising	4,800.00	4,013.42	83.61%
1-5070-812 GIS Mapping	720.00	0.00	0.00%
Total PLANNING & ZONING	173,841.00	165,467.00	95.18%
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	166,667.00	95.22%

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Account	Budget	Actual	Actual % of Budget
1-5082 TOWN CONSTABLE			
1-5082-100 Salaries & Wages	7,000.00	6,336.96	90.53%
1-5082-199 Employer Paid Benefits	550.00	484.78	88.14%
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	6,821.74	62.87%
1-5083 MAINTAINING CEMETERIES			
1-5083-305 Other Purchased Services	23,000.00	27,793.00	120.84%
1-5083-401 Repair & Maintenance	1,000.00	0.00	0.00%
Total MAINTAINING CEMETERIES	24,000.00	27,793.00	115.80%
1-5084 WELCOME CENTER			
1-5084-203 Maintenance Supplies	600.00	0.00	0.00%
1-5084-309 Custodial Services	30,000.00	29,322.38	97.74%
1-5084-504 Propane	2,200.00	823.38	37.43%
1-5084-506 Electricity	3,500.00	3,280.26	93.72%
1-5084-509 Misc Utilities	3,500.00	4,343.35	124.10%
1-5084-702 Building Improvements	3,300.00	0.00	0.00%
1-5084-703 Bldg Repairs & Mainte	2,750.00	3,100.88	112.76%
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	81,720.99	93.85%
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%

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Account	Budget	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	38,549.88	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	442,044.42	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	89,200.00	200.00%
1-5303-808 IRE Bond Interest Expense	10,500.00	8,878.24	84.55%
Total IRENE RECOVERY EXPENSE	55,100.00	98,078.24	178.00%
1-5401 GRANT EXPENSE			
1-5401-401 Elm Street H2O System Imp	0.00	15,412.80	100.00%
1-5401-842 Cooperative Mng Agree	0.00	202,078.14	100.00%
1-5401-850 Billings Farm FLAP(8)	0.00	7,746.92	100.00%
1-5401-851 FEMA elevation Project	0.00	173,502.35	100.00%
1-5401-852 Well Redevelopment	0.00	27,481.00	100.00%
1-5401-853 AARP Grant	0.00	3,423.45	100.00%
Total GRANT EXPENSE	0.00	429,644.66	100.00%
1-560 COMMUNITY CELEBRATIONS			
1-5601-924 July 4th Celebration	0.00	511.89	100.00%
Total COMMUNITY CELEBRATIONS	0.00	511.89	100.00%
1-570 TRANSFERS OUT			
1-5706-000 Town police transfer to V	473,270.67	473,270.67	100.00%
Total TRANSFERS OUT	473,270.67	473,270.67	100.00%

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Account	Budget	Actual	% of Budget
1-580 TOWN FOREST			
Total TOWN FOREST	0.00	0.00	0.00%
1-585 BILLINGS PARK			
1-5856-810 Billings Park Expense	0.00	7,640.00	100.00%
Total BILLINGS PARK	0.00	7,640.00	100.00%
Total Appropriations	8,352,359.54	9,479,179.84	113.49%
Total TOWN GENERAL FUND	0.00	305,176.57	
Total All Funds	0.00	305,176.57	

Town of Woodstock

Tax Rate

FY2027

ACTIVITY	APPROPRIATIONS	REVENUE	TAXES	TAX RATE	FY26 Rate
TOWN GENERAL	6,067,579	1,457,710	4,609,869	0.4735	0.4506
HIGHWAY	2,287,893	181,000	2,106,893	0.2164	0.1882
LOCAL AGREEMENT	127,234		127,234	0.0131	0.0131
DISABLED VET EXEMPTION	16,927		16,927	0.0017	0.0017
SPECIAL ARTICLES	230,447		230,447	0.0237	0.0238
COUNTY TAX	84,712		84,713	0.0087	0.0080
TOTAL TOWN (paid by town and village)				0.7371	0.6854
TOWN POLICE	487,469	-	487,469	0.0732	0.0711
TOTAL TOWN w/ Police	9,302,260	1,638,710	7,663,551	0.8103	0.7565
HOMESTEAD EDUCATION TAX				2.6907	2.6670
NON-RESIDENTIAL EDUCATION TAX				2.1980	2.1694

TOTAL SPECIAL ASSESSMENT :

	RESIDENT						
			3.5010	3.3314			
	NON-RESIDENTIAL						
			3.0083	2.8865			
	Education Tax	Municipal Tax	Total Tax	FY25 Education Tax	FY 25 Municipal Tax	FY25 Total Tax	Difference
Cost per \$100,000 Resident	\$ 2,690.70	\$ 810.29	\$ 3,500.99	\$ 2,667.00	\$ 765.71	\$ 3,432.71	\$ 68.28
Cost per \$100,000 Non-Resident	\$ 2,198.00	\$ 810.29	\$ 3,008.29	\$ 2,169.40	\$ 765.71	\$ 2,935.11	\$ 73.18

2025 GRAND LIST

	FY2027	Village
Municipal	9,735,868	3,068,460
Special Assessment District	6,667,407	
School Exempt	58,220	
Disabled Vet. Exempt HSR	7,600	
Disabled Vet. Exempt NHSR	556	

Municipal tax % increase	5.8%
State Education % increase (Homestead)	0.9%
State Education % increase (Non-Homestead)	1.3%
Total Tax % increase (Homestead)	2.0%
Total Tax % increase (Non-Homestead)	2.5%



Application ID: DLL - Application - 81148
Application for: First Class Hotel License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name:
Imprint 1022 VT, LLC

Business ID:
0450455

Business Address:
2735 Emporia Street,
Denver, Colorado 80238

Entity Type:
Limited Liability Corporation

Phone:
720.408.4546

Management Type if LLC:
Manager-managed

Email:
license@imprinthospitality.com

People Information

- **Person:**
Jason Canvasser

Business Role:
Registered Agent

Email:
jcanvasser@clarkhill.com

Business Address:

US Citizen?

,
, ,

Political Position

Phone:

Name: Jason Canvasser

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Matt Seim

Business Role:

Email:

Business Principal

matt@imprinthospitality.com

Business Address:

2735 Emporia Street,
Denver, Colorado, 80238

US Citizen?

Political Position

Phone:

7209856416

Name: Matt Seim

Office:

Jurisdiction:

Violations:

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

Location Name:

On the River Inn

Do you lease this Premises:

Health License:

Food:15301

Lodging:15302

Location Address:

1653 West Woodstock Road,
Woodstock, Vermont 05091

Vermont Tax Department:

MRT-11339944-001

Local Jurisdiction/ Town Clerk:

Woodstock

Education Details

Student Name:

Josh Hardy

Training Completion Date:

Sat Feb 15 00:00:00 GMT 2025

Mode of Training:

DLC Online Training

Type of Training:

First Class (On Premise)

Foundational License (if applicable)

License Type:

First Class

License Number:

LP-038284

Licensee Name:

On the River Inn

License Status:

License issued-renewed application

Licensee Address:

1653 West Woodstock Road ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Application ID: DLL - Application - 81149
Application for: Third Class Hotel License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name:

Imprint 1022 VT, LLC

Business ID:

0450455

Business Address:

2735 Emporia Street,
Denver, Colorado 80238

Entity Type:

Limited Liability Corporation

Phone:

720.408.4546

Management Type if LLC:

Manager-managed

Email:

license@imprinthospitality.com

People Information

• **Person:**

Jason Canvasser

Business Role:

Registered Agent

Email:

jcanvasser@clarkhill.com

Business Address:

,
, ,

US Citizen?

Political Position

Phone:

Name: Jason Canvasser

Office:

Jurisdiction:

Violations:

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

Matt Seim

Business Role:

Email:

Business Principal

matt@imprinthospitality.com

Business Address:

2735 Emporia Street,
Denver, Colorado, 80238

US Citizen?

Political Position

Phone:

7209856416

Name: Matt Seim

Office:

Jurisdiction:

Violations:

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

Location Name:

On the River Inn

Do you lease this Premises:

Health License:

Food:15301

Lodging:15302

Location Address:

1653 West Woodstock Road,
Woodstock, Vermont 05091

Vermont Tax Department:

MRT-11339944-001

Local Jurisdiction/ Town Clerk:

Woodstock

Education Details

Student Name:

Josh Hardy

Training Completion Date:

Sat Feb 15 00:00:00 GMT 2025

Mode of Training:

DLC Online Training

Type of Training:

First Class (On Premise)

Foundational License (if applicable)

License Type:

Third Class

License Number:

LP-038285

Licensee Name:

On the River Inn

License Status:

License issued-renewed application

Licensee Address:

1653 West Woodstock Road ,
Woodstock, Vermont 05091

License Start Date:

License End Date:

Documents Attached

Name	Document Type	Assosicated With
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Application ID: DLL - Application - 81150
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: Imprint 1022 VT, LLC	Business ID: 0450455
Business Address: 2735 Emporia Street, Denver, Colorado 80238	Entity Type: Limited Liability Corporation
Phone: 720.408.4546	Management Type if LLC: Manager-managed
Email: license@imprinthospitality.com	

Foundational License (if applicable)

License Type: OCP	License Number: LP-043491
Licensee Name: On the River Inn	License Status: License Active - Renewal in Process
Licensee Address: 1653 West Woodstock Road , Woodstock, Vermont 05091	License Start Date: 2025-08-11
	License End Date: 2026-08-11

Event Contact/s

Person:

Business Role:	Phone:
Business Address:	Email:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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Event Details

Start date of event:

End date of event:

Physical Location Street 1
1653 West Woodstock Road

Physical Location Name:
On the River Inn

Physical Location Street 2/Unit/Suite:

Physical Location State:
Vermont

Town Clerk/ Municipal Jurisdiction:
Woodstock

Outside Side Consumption End time:

Physical Location City/Town:
Woodstock

Landlord Name:
720-985-6416

Do you Lease the Premises:

Landlord Email:

Lease Expiration Date:

Business Location:

Outside Side Consumption Start time:

Approximate Number of Persons Expected:

Outside Side Consumption Hours Requested:

Outside Side Consumption Days Requested:

Physical Location Zip:
05091

Describe the type of event/ OCP Area:
Fencing and natural barriers

Location:
LN-031760

Days or specific bingo date(s):

Documents Attached

Name	Document Type	Assosicated With
D-18757	Articles of Organization	Imprint 1022 VT, LLC
D-18758	Federal Employee Identification #	Imprint 1022 VT, LLC
D-18759	Operating Agreement	Imprint 1022 VT, LLC
D-19543	Proof of Worker Compensation Insurance	Imprint 1022 VT, LLC
D-19544	Sales and Use tax documents	LN-031760
D-19545	Meals & Rooms Tax Certificate	LN-031760
D-19551	Other	Imprint 1022 VT, LLC
D-19586	Articles of Organization	LN-031760
D-19587	Lease or proof of ownership	LN-031760
D-19596	Health License	LN-031760
D-19664	Lease or proof of ownership	LN-031760
D-19665	Other	LN-031760
D-19666	Other	LN-031760
D-29821	Other	Imprint 1022 VT, LLC
D-19544	Sales and Use tax documents	LN-031760



Application ID: DLL - Application - 81180
Application for: First Class Restaurant/Bar License
Category of Business: First Class

Business/ Entity Information

Business/ Entity Name:
EOS Hotel Mgmt Holdings LLC

Business ID:
0465966

Business Address:
444 Madison Avenue, 14th Floor,
New York, New York 10022

Entity Type:
Limited Liability Corporation

Phone:
212-680-4160

Management Type if LLC:
Member-managed

Email:
smais@eoshospitality.com

People Information

- **Person:**
Edward Perry

Business Role:
Registered Agent

Email:
sperry@dinse.com

Business Address:

US Citizen?

Political Position

Phone:

Name: Edward Perry

Office:

Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Simon Mais

Business Role:

Email:

Business Principal

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Simon Mais

Business Role:

Officer/Director

Email:

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Tyler Reynolds

Business Role:

Officer/Director

Email:

treynolds@eosinvestors.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Tyler Reynolds

Office:

Jurisdiction:

Violations:



Application ID: DLL - Application - 81182
Application for: Third Class Restaurant/Bar License
Category of Business: Third Class

Business/ Entity Information

Business/ Entity Name: EOS Hotel Mgmt Holdings LLC
Business ID: 0465966
Business Address: 444 Madison Avenue, 14th Floor,
New York, New York 10022
Entity Type: Limited Liability Corporation
Phone: 212-680-4160
Management Type if LLC: Member-managed
Email: smais@eoshospitality.com

People Information

- **Person:**
Edward Perry

Business Role: Registered Agent
Email: sperry@dinse.com
Business Address:
,
,
US Citizen?
Political Position
Name: Edward Perry
Phone:
Office:
Jurisdiction:

Violations:

Violation ID	Court/Traffic Bureau	Offense	Date of Offense
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- **Person:**
Simon Mais

Business Role:
Email:

Business Principal

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Simon Mais

Business Role:

Officer/Director

Email:

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Tyler Reynolds

Business Role:

Officer/Director

Email:

treynolds@eosinvestors.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Tyler Reynolds

Office:

Jurisdiction:

Violations:



Application ID: DLL - Application - 81183
Application for: Outside Consumption Permit
Category of Business: OCP

Business/ Entity Information

Business/ Entity Name: EOS Hotel Mgmt Holdings LLC
Business ID: 0465966
Business Address: 444 Madison Avenue, 14th Floor,
New York, New York 10022
Entity Type: Limited Liability Corporation
Phone: 212-680-4160
Management Type if LLC: Member-managed
Email: smais@eoshospitality.com

People Information

• **Person:**

Edward Perry

Business Role:
Registered Agent

Email:
sperry@dinse.com

Business Address:

US Citizen?

Political Position

Phone:

Name: Edward Perry

Office:

Jurisdiction:

Violations:

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

Simon Mais

Business Role:

Email:

Business Principal

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Simon Mais

Business Role:

Officer/Director

Email:

smais@eoshospitality.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Simon Mais

Office:

Jurisdiction:

Violations:

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

Tyler Reynolds

Business Role:

Officer/Director

Email:

treynolds@eosinvestors.com

Business Address:

444 Madison Avenue, Floor 14,
New York, New York, 10022

US Citizen?

Yes

Political Position

Phone:

212-680-4160

Name: Tyler Reynolds

Office:

Jurisdiction:

Violations:

Utility Abatement
3 Bond St
Clay Duckworth

Clay Duckworth is hoping to receive an abatement for utilities (both sewer and water) at 3 Bond St. The water at this property was shut off from November 2024 through April 2026. There was no need for water use at this property during that time, as the house was sitting empty. The property owner was waiting to do some work to the building, so had left it vacant for quite some time. As of April, the house had begun seeing some foot traffic again so, Clay had a new meter put in and had the water turned back on. Water use has been recorded and billed accordingly since that time.

Mr. Duckworth has raised a concern regarding the bill associated with the period of July 2025-March 2026. As the water had been shut off during that period, he does not feel that he should be billed. As it stands, he was billed minimums (or connection fees) for both water and sewer. The bill has been attached for reference.

WOODSTOCK TOWN
PO BOX 488
WOODSTOCK VT 05091

August 7, 2026

Billing Period
June 27, 2025
February 28, 2026

WOODSTOCK TOWN UTILITY BILL

CLAY DUCKWORTH
2414 HARRIS BOULEVARD
AUSTIN
TX 78703

Account: 21.51.45

Location: BOND STREET

Description	Units	Rate	Amount
Current Reading	Previous Reading	Total Consumption	
0	0	0	
Sewer Usage charge	0.00	4499.821500	601.50
Water Usage Charge	0.00	2019.870000	270.00
Due Date ==> 06/11/26			Total Due ==> 871.50

Minimum water charge is 100 cu ft per month.
Minimum sewer charge is 1,250 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/

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

Name: Ben Jervey
Physical address: 2181 Church Hill Road Mailing address: same
Woodstock, VT 05091
Telephone: 802-282-3071 Email: bjervy@gmail.com

Board/Commission/Committee you are applying for: Housing and Economic Development Task Force

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

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

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: _____
I am interested in helping find solutions to the local housing problems. I believe that creating more
missing middle and affordable housing in town is the most important economic development challenge
and opportunity at this moment. Every bedroom that we can help bring onto the market -- whether by
freeing up empty existing housing or building new -- helps solve critical challenges to our local economy.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: _____
I co-own a parcel of land in the East End that we would like to eventually develop into a mixed-use
development that would include housing. We have seen firsthand the challenges of making housing
"pencil out" and how it is impossible to break even building housing at attainable price points.
My work in the climate and energy field gives me a unique perspective on building for the clean energy future.

Previous Volunteer Experience

Summarize your previous volunteer experience: Locally:

I served on the Planning Commission in Woodstock for four years.

I serve on the Board of Pentangle Arts.

As a resident of Barnard from 2012-2018, I served on the town's Energy Committee.

Agreement and Signature

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

Signature:



Date: 5/13/26

Our Policy

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

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

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

Name: Peter Jungbacker

Physical address: 13 The Green
Woodstock , VT

Mailing address: 13 The Green
Woodstock , VT

Telephone: 9202031790

Email: pjungbacker@alexanderbishop.com

Board/Commission/Committee you are applying for: Housing Committee

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

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

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: To assist the Village/Town with the process
creating a housing policies that will encourage the developemnt of new single and multifamly housing units
that will increase the quanity and quality of the housing stock .

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: My professional career has been as
real estate developer with a focus on housing development both of single family housing and multifamly
developments. I also have engaged in historic rehabilitation of commerical buildings and conversion
buildings to housing using many public and private financing incentives . I hold two graduate degress...
an MS in Urban Economics and Real Estate and an MBA in Finance as well as a JD with a focus on real estate .

Previous Volunteer Experience

Summarize your previous volunteer experience: I serve on the board of the Graaskamp Real Estate Center
at the University of Wisconsin and have taught at the University of Wisconsin (Real Estate Capital Markets) .

I have also served as President of a community school board

Agreement and Signature

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

Signature: 

Date: 07/23/26

Our Policy

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

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

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

Name: Eric Wengenroth
Physical address: 20 Lincoln St. Mailing address: 20 Lincoln St.
Woodstock, VT 05091 Woodstock, VT 05091
Telephone: 781-710-0606 Email: ewengenroth@gmail.com

Board/Commission/Committee you are applying for: Housing Task Force

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

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

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: _____
I feel passionately about the need for more housing in Woodstock to set the town up for a
sustainable future. I think I could be a useful addition to the task force to help
educate residents on the need for it and contribute creative solutions to promoting
more development.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: _____
I used to do general contracting/ single family housing development, then worked in software selling
specifically into multifamily real estate (both affordable and market rate). So I've had a lot of
exposure to the industry, have attended conferences and continue to stay informed on how different
towns/cities are tackling the housing crisis.

Previous Volunteer Experience

Summarize your previous volunteer experience: _____

La Esperanza Granada - Nicaragua (2009) - taught English at rural schools

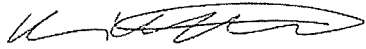
Breckenridge Outdoor Education Center (2014) - adaptive ski instructor

Woodstock Rec Center - t-ball coach (2026)

Agreement and Signature

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

Signature: _____



Date: 5/20/2026

Our Policy

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

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

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

Name: Jon Spector
Physical address: 16 The Green Mailing address: 16 The Green
Woodstock, VT 05091 Woodstock, VT 05091
Telephone: 802-457-9109 Email: jonathan.spector@gmail.com

Board/Commission/Committee you are applying for: Housing Task Force

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

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

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: I believe housing development is one of Woodstock's key economic development priorities and I'd like to see us make considerable progress, going beyond the initial efforts of the EDC in this area.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: I do not have deep skills in housing development, but my work experience includes significant financial analysis and development of long range financial plans. Locally, I own and manage 13 apartments in Woodstock and Pomfret that are rented to local workers (active and retired), and am currently assisting in several other active situations to develop additional apartments.

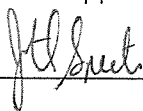
Previous Volunteer Experience

Summarize your previous volunteer experience: Woodstock Economic Development Commission,
Woodstock Finance Committee, Bookstock Core Team, Northern Stage Board of Directors (White
River Junction), Wesleyan University Board of Directors, March of Dimes Board of Directors

Agreement and Signature

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

Signature: _____



Date: _____

6/12/26

Our Policy

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

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

TOWN AND VILLAGE OF WOODSTOCK

FIXED ASSETS POLICY

Purpose

The purpose of this policy is to establish consistent procedures for the capitalization, recording, depreciation, safeguarding, and disposal of fixed assets owned by the Municipality. This policy is intended to ensure compliance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) requirements, and applicable state laws and regulations.

Scope

This policy applies to all departments, offices, boards, and agencies of the Municipality that acquire, maintain, or dispose of capital assets using municipal funds, grants, donations, or other funding sources.

Capitalization Threshold

The Municipality shall capitalize individual fixed assets that:

- Have an acquisition cost of **\$10,000 or more**; and
- Have an estimated useful life of greater than one year.

Assets costing less than \$10,000 shall generally be expensed in the year of purchase unless otherwise required by grant regulations or specific legal requirements.

The capitalization threshold applies to the total cost necessary to place the asset into service, including:

- Purchase price
- Freight and shipping
- Installation
- Site preparation
- Professional fees directly attributable to the asset
- Other costs are necessary to make the asset operational

Capital Asset Categories

Capital assets include, but are not limited to:

Land

- Land purchases

- Easements
- Land improvements with indefinite lives (when applicable)

Land is not depreciated.

Buildings

- Municipal buildings
- Fire stations
- Public works facilities
- Libraries
- Community centers

Building Improvements

Major renovations or improvements that:

- Extend useful life,
- Increase service capacity, or
- Improve functionality.

Routine maintenance and repairs shall be expensed.

Infrastructure

- Roads
- Bridges
- Sidewalks
- Storm drainage systems
- Water and sewer systems (if applicable)
- Street lighting

Machinery and Equipment

- Public works equipment
- Police vehicles and equipment
- Fire apparatus
- Heavy equipment
- Office equipment
- Information technology equipment

Vehicles

- Passenger vehicles
- Trucks
- Utility vehicles

- Emergency response vehicles

Construction in Progress

Projects not yet completed shall be recorded as Construction in Progress until placed into service.

Asset Identification

Capital assets shall be assigned a unique asset identification number and recorded in the Municipality's fixed asset inventory system.

When practical, assets shall be tagged with a property identification label.

Recording Fixed Assets

The Finance Department shall maintain the official fixed asset records.

Each asset record should include:

- Asset description
- Asset identification number
- Department responsible
- Purchase date
- Vendor
- Purchase order number
- Funding source
- Acquisition cost
- Location
- Useful life
- Depreciation method
- Disposal information, when applicable

Depreciation

Capital assets shall be depreciated using the straight-line method unless another method is approved.

Suggested useful lives include:

Asset Type	Useful Life
Buildings	40 years
Building Improvements	15–30 years
Infrastructure	25–75 years
Heavy Equipment	10–20 years

Asset Type	Useful Life
Vehicles	5–10 years
Office Equipment	5–10 years
Computer Equipment	3–5 years

Land and Construction in Progress are not depreciated.

Repairs and Maintenance

Normal repairs and maintenance that do not significantly increase the value or useful life of an asset shall be recorded as operating expenditures.

Costs that substantially extend the useful life, increase capacity, or improve efficiency may be capitalized if the total project cost meets or exceeds the capitalization threshold.

Inventory and Physical Verification

The Municipality shall conduct a physical inventory of capital assets at least once every two years, or more frequently if required by state law or local policy.

Department heads are responsible for:

- Safeguarding municipal assets.
- Reporting lost, stolen, damaged, or transferred assets.
- Assisting with periodic inventories.

The Finance Department shall reconcile inventory results with accounting records.

Asset Transfers

Departments shall notify the Finance Department whenever a capital asset is:

- Relocated,
- Reassigned,
- Transferred between departments, or
- Removed from service.

Asset Disposal

Assets may be disposed of through:

- Sale
- Trade-in
- Public auction
- Recycling

- Donation (where legally authorized)
- Salvage
- Destruction

Disposals shall be approved in accordance with municipal purchasing policies and applicable state law.

The Finance Department shall remove disposed assets from the accounting records and record any gain or loss on disposal.

Donated Assets

Donated capital assets shall be recorded at their acquisition value on the date received in accordance with applicable accounting standards.

Grant-Funded Assets

Assets acquired with grant funds shall be tracked separately when required by the grant agreement.

Any restrictions on ownership, use, or disposal shall be followed.

Internal Controls

To protect municipal assets, the Municipality shall:

- Segregate purchasing, receiving, and recordkeeping duties whenever practical.
- Restrict unauthorized disposal of assets.
- Maintain adequate documentation supporting all acquisitions and disposals.
- Conduct periodic reviews of fixed asset records.

Responsibilities

Governing Body

- Adopt the Fixed Assets Policy.
- Approve disposal of assets when required.

Finance Department

- Maintain fixed asset records.
- Record depreciation.
- Coordinate inventories.
- Prepare financial reporting.

Department Heads

- Safeguard assets assigned to their departments.
- Notify Finance of acquisitions, transfers, losses, and disposals.
- Participate in inventory counts.

Effective Date

This policy becomes effective upon adoption by the governing body and shall remain in effect until amended or repealed.

Approved by: _____

Date: _____



A PROJECT OF WOODSTOCK COMMUNITY TRUST

INFRASTRUCTURE INITIATIVE OUTLINE: IRRIGATION AND STORMWATER MANAGEMENT

Working Group:

Lorie Graham, Kate Harvey, Wendy Spector, Scott Layne

Goals:

An essential component of managing the health of the Green will be irrigation. Irrigation can be made more environmentally sustainable with passive water collection systems, which leads to a broader interest in understanding whether The Green can be used as a “sponge”¹: to absorb stormwater and mitigate flooding. Beyond the Green, we also want to explore how much of the impermeable surface of Rte 4 through the Village can be replaced with permeable surfaces to manage stormwater runoff. This may have a further positive effect on increasing the greenscape in the Village, traffic calming, and pedestrian safety.

Specifics of the Initiative:

To identify water reuse options for irrigation of The Green as well as to explore ways to replace the impermeable section of State Route 4 in the Village with permeable materials that provide stormwater management and flood mitigation benefits through depaving sidewalk and road surfaces, using permeable paving solutions wherever feasible, and creating tree lawns and islands from Town Hall through the business district, and possibly up to the entrance of East End Park.

Our interests align with many of the municipality's goals as well as the priorities and recommendations cited in Two Rivers Ottawaquechee Regional Commission's 2026 Plan Draft. We look forward to being part of the achievement of as many of these worthwhile objectives as possible and to recommend options that best serve the Town and Village.

Cost Estimates:

Feasibility study \$30K

Stakeholders

Town of Woodstock

Village of Woodstock

Two Rivers Ottawaquechee Regional Commission

State of Vermont

¹ green infrastructure to manage stormwater more naturally—landscape that can absorb, filter, and slowly release rainwater, especially during intense rain events.

Sustainable Woodstock

Permissions Required

VTrans

Conservation Commission

Questions to be answered by municipal agencies

What are the local, regional, and state's interest in flood resiliency and stormwater management?

How will this project intersect with the repaving of Rte 4?

What are the points of coordination?

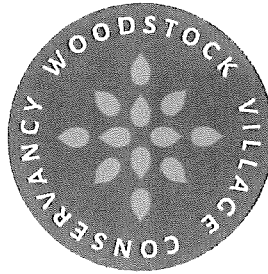
What are the governmental funding opportunities?

Timing Issues

2032 Potential VTrans Rte 4 road paving

Action Items

Approval by Joint Boards to confer with TRORC and VTrans



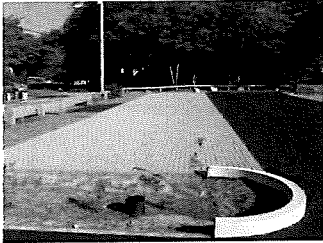
A PROJECT OF WOODSTOCK COMMUNITY TRUST

Examples of concepts to explore:

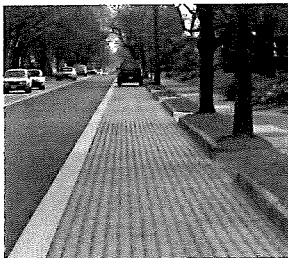
Green Infrastructure Roadshow (EPA):

<https://drive.google.com/file/d/1C3Mdi4EjfHD0SzN4xN2yexIGZvVMY7FG/view?usp=sharing>

Permeable parking spaces:



<https://www.mass.gov/info-details/demonstration-3-permeable-paving-materials-and-bioretention-in-a-parking-lot>



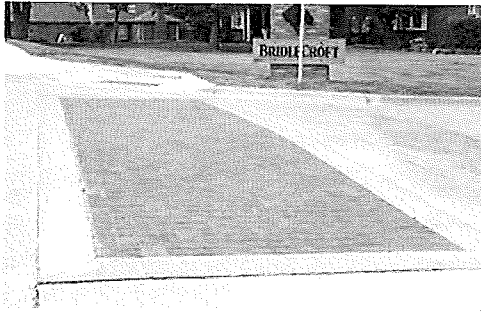
<https://www.mutualmaterials.com/projects/westmoreland-permeable-pavement-project/>

Permeable sidewalks



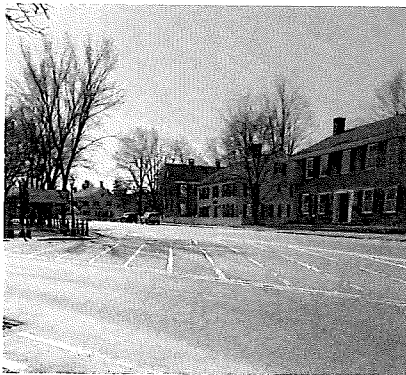
<https://pinehallbrick.com/the-brick-kid-helps-portsmouth-set-a-standard-for-streetscapes/>

Permeable crosswalks

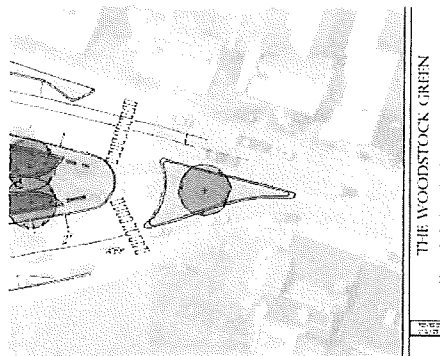


<https://marc2.org/assets/sss/honorees/PermeablePaverCrossroads.htm>

Depaving



could be



Traffic Patterns

- Speed limits
https://docs.google.com/document/d/1ZhSW9D6liQIRItPPF_5-w55Paxz0xOYGTcH8LKlZC2w/edit?tab=t.0
- Rights of way: The Green as a Roundabout
<https://www.fdot.gov/agencyresources/roundabouts/benefits.shtm>

Parking options

- If you angle the parking slots you can fit up to 10 cars in the same curb space as 4 cars parked in parallel.
- Back-in angled parking

**TOWN OF WOODSTOCK
NOTICE OF SALE OF MUNICIPAL REAL ESTATE**

NOTICE IS HEREBY GIVEN TO THE LEGAL VOTERS OF THE TOWN OF WOODSTOCK, in accordance with 24 V.S.A. § 1061(a)(1), that the Town of Woodstock (the "Town") proposes to convey a conservation easement to Vermont Land Trust, Inc. and the Vermont Housing and Conservation Board over, upon and through what is known as the Vondell Cobb Reserve, also known as the Vondell Reservoir property, being +/-323 acres of land located on both sides of Grassy Lane, so-called, (Town Highway #20) and on both sides, but generally northerly, of Cox District Road (Town Highway #23) (the "Property"). The Property is located at 2318 and 2914 Cox District Road and was acquired by the Town by Warranty Deed of Woodstock Aqueduct Company, dated April 30, 2025, and recorded in Book 296, Page 708 of the Town of Woodstock Land Records. Excepted from said conservation easement will be four parcels of land that are a portion of the Property totaling +/-30 acres, being +/-13 acres around the Vondell Reservoir, 10 acres easterly of the gravel parking area, +/-6.6 acres around the Cox Reservoir, so-called, and +/-0.4 acres near the existing gravel parking lot ("Excluded Acreage"). Said conveyance shall have the following terms and conditions:

SALE PRICE: Six Hundred Four Thousand Five Hundred Dollars (\$604,500) and other good and valuable consideration.

TERMS: Grant of Development Rights, Conservation Restrictions and Public Access Easement to Vermont Land Trust, Inc. and the Vermont Housing and Conservation Board to be conveyed by the Town on the Property, exclusive of the Excluded Acreage.

CLOSING: As soon as practicable after thirty (30) days from the date of publication of this notice.

The above-described conservation easement will be conveyed on the terms specified unless a petition objecting to the conveyance signed by at least five percent (5%) of the legal voters of the Town is presented to the Woodstock Town Clerk within thirty (30) days of the date of publication and posting of this notice pursuant to 24 V.S.A. § 1061(a)(2). If such a petition is presented, the Town shall cause the question of whether the Town should convey the above-described conservation easement to Vermont Land Trust, Inc. and the Vermont Housing and Conservation Board, on the terms set forth above to be considered at a Special Town Meeting called for that purpose, or at the next Annual Town Meeting.

THIS IS NOT A SOLICITATION FOR BIDS, NOR AN OFFER TO SELL OR LEASE THIS REAL ESTATE TO ANY PERSON ON ANY PARTICULAR TERMS OR CONDITIONS.

Dated at Woodstock, Vermont, this ____ day of _____, 2026.

TOWN OF WOODSTOCK

By: /s/ Eric Duffy, Municipal Manager
and Duly Authorized Agent

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

Name: Mark Harris

Physical address: 1 Highland Ave Ext
Woodstock VT 05091

Mailing address: 1 Highland Ave Ext
Woodstock VT 05091

Telephone: 6176100284

Email: mark.wells.harris@gmail.com

Board/Commission/Committee you are applying for: Trustee of Public Funds

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

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

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment:

Summarize the reasons that you are requesting appointment: I'm actively engaged in multiple non-profits in Woodstock and I am passionate about the role of philanthropy in our community.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: _____

I am a professional fundraiser, with expertise in annual giving, endowments, and stewardship programs.

Previous Volunteer Experience

Summarize your previous volunteer experience: _____

I am a fundraiser at Dartmouth College, serve as the fundraising director and board member of the Woodstock Area Mountain Bike Association, and am President of the Woodstock Firefighters' Relief Association. I also led the fundraising for the Vondell Cobb conservation project on behalf of the Town of Woodstock. I have a deep understanding of non-profit management.

Agreement and Signature

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

Signature: _____

Date: 7/29/26

Our Policy

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

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

Dear Selectboard,

Thank you for considering me to represent Woodstock on the MVSU school board.

My husband, Dan, and I moved from the Midwest to Woodstock 3 years ago with our children Charlotte, Max, and Violet. As a native Chicagoan and Texan, respectively, with Hoosier children, we had no New England roots and were worried about building community so far from our family and friends. At that time, Charlotte was preparing to start kindergarten and Max and Violet were preschool aged.

As we explored towns in New Hampshire and Vermont to determine where to make our new home, finding a school in which they would be nurtured mind, body, and spirit and connected to the broader community was our priority. I reached out to school administrators in several towns to better understand the ways in which they were supporting their students and to get a sense of the community. After speaking with WES' principal, Maggie Mills, we believed Woodstock would be the place for our family to put down roots and grow with the community.

Our children - each unique in their strengths, interests, and needs - are thriving at WES. They have attentive and passionate teachers who have nurtured in them a love of learning. They're also cultivating a shared set of values, namely, empathy and stewardship, that are preparing them to be the kind of thoughtful leaders our community will need 25 years from now.

The public education that my kids are receiving in Woodstock, and that our community's kids are receiving in our district, is in peril. Our schools are facing imminent, existential threats from budget cuts, failing facilities, staffing shortages, a modernizing approach to education and more. The school board plays a vital role in positioning our district and the children that call it home for success now and many years into the future.

I want to be a part of the team that helps tackle these problems and believe that my personal passion and professional experiences have prepared me to contribute. For over a decade, I've worked in higher education and therefore understand the challenges of delivering a high quality, modern education in a resource constrained environment like the one that our district is facing. For the last three years, I've helped my department strategically maximize our resources in the face of accelerating costs and decreased funding. I've also led or served on the hiring committee for over 17 leadership positions and believe I can be a helpful contributor as we look for our next superintendent.

Finally, I understand that we have a complex network of stakeholders who care about and are impacted by the decisions the school board makes and I will work to ensure we thoughtfully engage and communicate with our stakeholders as we make decisions. I welcome the chance to discuss my candidacy to serve in this important position with you.

Sincerely,

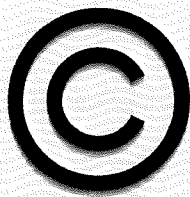
Claire VeNard
Woodstock

Principles of Water Rates, Fees, and Charges

AWWA MANUAL M1
Sixth Edition



**American Water Works
Association**



This AWWA content is the product of thousands of hours of work by your fellow water professionals. Revenue from the sales of this AWWA material supports its ongoing development. Unauthorized distribution, either electronic or photocopied, is illegal and hinders AWWA's mission to support the water community.

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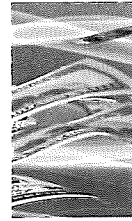
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Section I

Introduction

I.1 Overview of Cost-Based Water Utility Rate Making



Chapter I.1

Overview of Cost-Based Water Utility Rate Making

INTRODUCTION

Establishing cost-based rates, fees, and charges is an important component in a well-managed and operated water utility. Cost-based rates provide sufficient funding to allow communities to build, operate, maintain, and reinvest in their water system that provides the community with safe and reliable drinking water and fire protection. Properly and adequately funded water systems also allow for the economic development and sustainability of the local community. The purpose of this manual is to discuss standard practices in financial planning and rate making that a utility can use to establish cost-based rates, fees, and charges to recover the full costs associated with their water system.

The methods and analyses used to establish cost-based rates, fees, and charges have a long history within the water utility industry. Operators of some of the earliest water systems recognized the need for sufficient funding and rates to properly operate, maintain, and expand their water systems. The American Water Works Association (AWWA) appointed the Committee on Water Rates in 1949. As time passed, the utility industry recognized the need for a manual of standard practice. Through the work of this committee, the first AWWA M1 manual, *Water Rates Manual*, was published in 1954. Many of the same concepts, methodologies, and analyses used in 1954 remain relevant today. As time has passed, the AWWA M1 manual has been updated and expanded to reflect the changing industry and its current financial and rate issues. The development of AWWA's Sixth Edition of the M1 manual continues the efforts of many dedicated rate professionals to provide a manual of standard practice for the development and establishment of cost-based water rates, fees, and charges.

As a manual of standard practice, AWWA advocates the use of the generally accepted cost-based principles and methodologies for establishing rates, charges, and fees contained and discussed within this manual. Establishing cost-based and

equitable rates is technically challenging and requires, at some level, knowledge and understanding of finance, accounting, budgeting, engineering, system design and operations, customer service, public outreach and communication, and the legal environment as it may relate to setting rates, fees, and charges.

OBJECTIVES OF COST-BASED RATE MAKING

Water rates developed using the methodologies discussed in this manual, when appropriately applied, are generally considered to be fair and equitable because these rate-setting methodologies result in cost-based rates that generate revenue from each class of customer in proportion to the cost to serve each class of customer. Water rates are considered fair and equitable when each customer class pays the costs allocated to the class and thus cross-class subsidies are avoided.

While recovery of the full revenue requirement in a fair and equitable manner is a key objective of a utility using a cost-of-service rate-making process, it is often not the only objective. The following list contains the typical objectives in establishing cost-based rates:*

- Effectiveness in yielding total revenue requirements (full cost recovery)
- Revenue stability and predictability
- Stability and predictability of the rates themselves from unexpected or adverse changes
- Promotion of efficient resource use (conservation and efficient use)
- Fairness in the apportionment of total costs of service among the different ratepayers
- Avoidance of undue discrimination (subsidies) within the rates
- Dynamic efficiency in responding to changing supply and demand patterns
- Freedom from controversies as to proper interpretation of the rates
- Simple and easy to understand
- Simple to administer
- Legal and defensible

OVERVIEW OF THE GENERALLY ACCEPTED RATE-SETTING METHODOLOGY

This manual outlines the methodologies and analyses that are used to establish cost-based rates. As displayed in Figure I.1-1, the generally accepted rate-setting methodology includes three categories of technical analysis. The first is the revenue requirement analysis. This analysis examines the utility's operating and capital costs to determine the total revenue requirement and the adequacy of the utility's existing rates. Next, a cost-of-service analysis is used to functionalize, allocate, and equitably distribute the revenue requirements to the various customer classes of service (e.g., residential, commercial) served by the utility. The final technical analysis is the rate-design analysis. The rate-design analysis uses the results from the revenue

* Paraphrased from *Principles of Public Utility Rates*, James C. Bonbright, Albert L. Daniels, and David R. Kamerschen, Public Utilities Reports, Arlington, Va., Second Edition, p. 383–384.

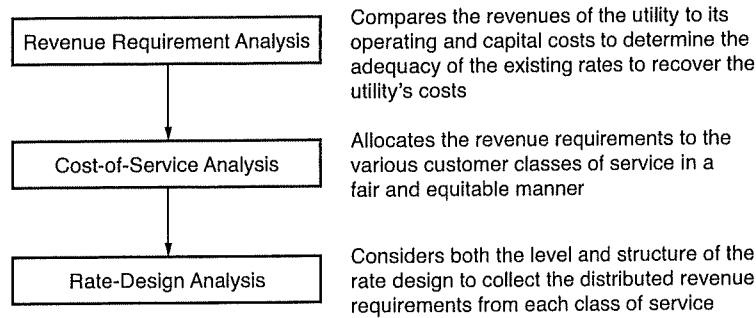


Figure I.1-1 Overview of the analytical steps of cost-based rate making

requirement and cost-of-service analysis to establish cost-based water rates that meet the overall rate-design goals and objectives of the utility.

A section of the manual has been dedicated to providing a detailed discussion of each type of analysis previously referenced. Section II of this manual discusses the various technical components of establishing a utility's revenue requirements. Section III discusses the various methodologies that may be used to conduct a cost-of-service analysis. Finally, Section IV reviews the various issues and technical considerations in designing water rates.

OVERVIEW OF THE KEY TECHNICAL ANALYSES ASSOCIATED WITH COST-BASED RATE MAKING

In establishing cost-based water rates, it is important to understand that a cost-of-service methodology does not prescribe a single approach. Rather, as the First Edition of the M1 manual noted, "the (M1 manual) is aimed at outlining the basic elements involved in water rates and suggesting alternative rules of procedure for formulating rates, thus permitting the exercise of judgment and preference to meet local conditions and requirements."* This manual, like those before it, provides the reader with an understanding of the options that make up the generally accepted methodologies and principles used to establish cost-based rates. From the application of these options within the principles and methodologies, a utility may create cost-based rates that reflect the distinct and unique characteristics of that utility and the values of the community.

Revenue Requirement Analysis

The purpose of the revenue requirements analysis is to determine the adequate and appropriate funding of the utility. Revenue requirements are the summation of the operation, maintenance, and capital costs that a utility must recover during the time period for which the rates will be in place. There are two generally accepted approaches discussed in this manual for establishing a utility's revenue requirements: the cash-needs approach and the utility-basis approach. Section II of the manual provides a detailed discussion and numerical examples about how to establish a utility's revenue requirement using these two approaches, and this section provides a framework for determining how to select between the two approaches.

* AWWA M1 manual, *Water Rates Manual*, First Edition, 1954, p. 1.

Cost-of-Service Analysis

The purpose of the cost-of-service analysis is to equitably distribute the revenue requirements between the various customer classes of service served by the utility. The cost-of-service analysis determines what cost differences, if any, exist between serving the various customer classes of service. There are two generally accepted methodologies for conducting the cost-of-service analysis. They are called the base-extra capacity methodology and the commodity-demand methodology. The functionalization, allocation, and distribution process of the base-extra capacity and commodity-demand methodologies are generally considered fair and equitable because both approaches result in the revenue requirements being distributed to each class in proportion to each class's contribution to the system cost components. A discussion of both cost-of-service methodologies, along with numerical examples to illustrate their differences, are provided in Section III of this manual.

Rate-Design Analysis

The final technical analysis is the rate-design analysis. This analysis determines how to recover the appropriate level of costs from each customer class of service. There are different rate structures that may be used to collect the appropriate level of revenues from each customer class of service. Section IV of this manual covers the selection and development of rate designs in detail.

OTHER WATER RATE ISSUES AND CONSIDERATIONS

In addition to the topics previously discussed, this manual also contains guidance on a variety of other water rate and cost recovery issues, capacity and development charges, and water rate implementation issues. These topics are discussed in Sections V through VII.

Section V provides an overview of many distinct situations and pricing considerations that utilities may need to address. It is not unusual for a utility to face situations where a customer or group of customers has unique characteristics and circumstances. These situations include establishing inside- versus outside-city rates, standby rates, drought and surcharge rates, low-income and affordability rates, negotiated contract and economic development rates, indexed rates, price elasticity of rates, and marginal cost pricing. Regardless of the distinctive situation and pricing considerations, the cost-based principles and methodologies as discussed within this manual should be adapted for the cost analysis to provide proper support for the rates.

In recent years, the cost of system expansion and customer growth has had a significant financial impact on utilities. The development of cost-based connection fees, system development charges, or dedicated capacity charges are the topics reviewed in Section VI.

Finally, while cost-of-service principles for rate making and related fees and charges relies on significant amounts of financial analysis, engineering analysis, and policy decisions, it is necessary to engage the public and to understand the legal environment in which fair and equitable rates are set. These topics, along with the data needs for developing cost-based rates, are discussed in Section VII of the manual.

June 24, 2022

Tom Yennerell, Interim Town Manager
Town of Woodstock
31 The Green
Woodstock, VT 05091

Subject: Peterkin Hill Road Speed Study Analysis 2022

Dear Mr. Yennerell:

The Two Rivers-Ottawaquechee Regional Commission completed a traffic speed study on Peterkin Hill Rd as per the Town request. The study was completed between May 21 and June 4, 2022 (14 days total). The original counter was set out Monday May 16 but we were notified during the week the traffic tubes were snapped. We reset the traffic counter on Friday May 20, 2022. A map of the speed study location and raw data of this count are attached. The results are summarized below. Automated traffic count recorders were used to perform this count, which included measuring traffic volume, direction of travel, time of vehicle passing over the tubes, and speed.

Traffic Volumes

Average daily traffic in Table 1 represents the average number of vehicle trips at each location during the study period. Average weekday figures include traffic volumes during Monday through Friday. Average weekend traffic includes only Saturday and Sundays during the study period. For comparison purposes, an ADT less than 400 vehicles a day is considered a low volume road.

Table 1 – Woodstock Traffic Volume Study Summer 2022

Site No.	Location	Dates	Surface Type	Average Daily	Average Weekday Traffic	Average Weekend Traffic
1	Peterkin Hill Rd	May 21 – June 4, 2022	Gravel	78	77	99

Traffic Speeds

Traffic speed is presented in Table 2 as the 85th percentile speed, which represents the measured speed at a specified location which 85 percent of all motorist travel. The 85th percentile speed is typically used by traffic engineers as the basis for setting the posted speed limit, although other factors – such as the number of driveways and density of development – should also be considered.

Table 2 – Woodstock Traffic Speed Study Summer 2022						
Site No.	Location	Dates	Surface Type	85 th Percentile		Speed Limit
				Eastbound (from Church Hill)	Westbound (from Fletcher Hill)	
1	Peterkin Hill Rd	May 21 – June 4, 2022	Gravel	27	28	35

The traffic study indicate that 85% of vehicles traveling on this road are going at or slightly below the speed limit. There does not seem to be indication of speeding as per posted speed limit.

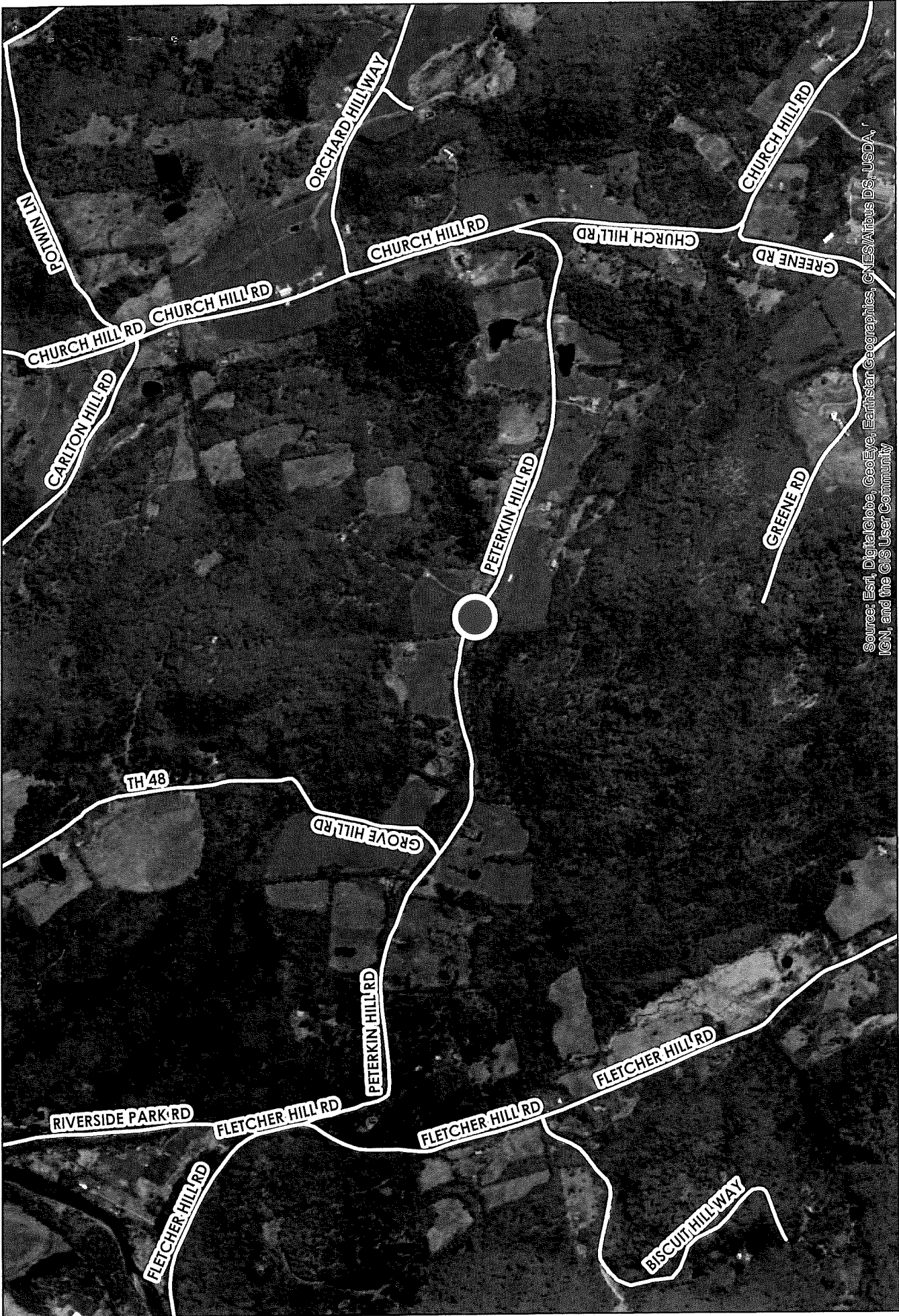
Please call me if you have any questions.

Sincerely,



Rita Seto, AICP
Senior Planner

cc: Peter Gregory, TRORC Executive Director



Town of Woodstock
Peterkin Hill Rd
Speed Analysis 2022

● Speed Count Location (1)
May 21, 2022 to June 4, 2022





All Traffic Solutions, LLC
5100 W Brown Deer Rd
Brown Deer, WI 53223
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 02-344-3864
Tax ID: 39-0983658
CAGE Code: 0GWV8

QUOTE Q-108872

DATE: 07/27/2026

PAGE
NO: 1

Mail Purchase

Orders to:

5100 W Brown Deer
Rd
Brown Deer, WI
53223

Questions contact:

MANUFACTURER:

All Traffic Solutions

Matthew O'Brien
(571) 321-5449
x 265
mobrien@alltrafficsolutions.com

Independent Sales Rep:

BILL TO:

Woodstock Police Department
PO Box 212
Woodstock, VT 05091

SHIP TO:

Woodstock Police Department
454 Woodstock Road
Woodstock, VT 05091
Attn: Christopher O'Keeffe

Billing Contact:

**PAYMENT
TERMS:**
Net 30

CUSTOMER:
Woodstock Police
Department

CONTACT:802-291-0086

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000863	Shield 12B Speed Display; base unit w/ mounting bracket, Can be Upgraded to TrafficCloud	1	\$2,449.02	\$2,449.02
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001816	Integrated Solar pole mount battery kit (Sh12) 11.5Ah batt, LFP charger & solar controller	1	\$596.70	\$596.70
4000659	Solar panel, 50W; includes bracket for pole and harness	1	\$496.74	\$496.74
4001154	YOUR SPEED wrap, 24" x 30" full size sign MUTCD, for Sh12, YELLOW HIP	1	\$170.34	\$170.34
4001889	Shipping and Handling	1	\$150.00	\$150.00
4001190	Discount - New Purchase	1	(\$0.00)	(\$850.00)
4000631	Bluetooth: allows wireless control from supported Bluetooth enabled devices (purchased separately)	1	\$420.24	\$420.24
4000519	Traffic Data Collection; stores vehicle statistics locally for later analysis	1	\$525.30	\$525.30

Special Notes:

Shield 12 (13.5in H x 15.5in W x 2.6inD, 12 lbs.) is a
Speed Radar Sign for Traffic calming and Traffic data
mounts to any post or pole Perfect Sign for neighborhood
roads

\$4,808.34

**SALES
AMOUNT:**

- Connect to the Sign via Bluetooth or USB cable from any laptop or Android device to download traffic data, change or schedule settings and check battery life
- Traffic Data consists of cars per hour, average speed, fastest speed and # of violators
- No subscriptions but can be upgraded to TrafficCloud for remote access, GPS, Camera snap shots, Alerts (highspeed/tamper/traffic jam)
- 6-8 week lead time on the product
- All products are American Made
- 3 Year warranty on the Signs

**TOTAL
USD:**

\$3,958.34

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature: _____ Date: _____

Print Name: _____ Title: _____



All Traffic Solutions, LLC
5100 W Brown Deer Rd
Brown Deer, WI 53223
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 02-344-3864
Tax ID: 39-0983658
CAGE Code: 0GWV8

QUOTE Q-108872

DATE: 05/06/2026

PAGE
NO: 1

Mail Purchase

Orders to:

5100 W Brown Deer
Rd
Brown Deer, WI
53223

Questions contact:

MANUFACTURER:

All Traffic Solutions
Matthew O'Brien
(571) 321-5449
x 265
mobrien@alltrafficsolutions.com

Independent Sales Rep:

BILL TO:

Woodstock Police Department
PO Box 212
Woodstock, VT 05091

SHIP TO:

Woodstock Police Department
454 Woodstock Road
Woodstock, VT 05091
Attn: Christopher O'Keeffe

Billing Contact:

PAYMENT

TERMS:

Net 30

CUSTOMER:

Woodstock Police
Department

CONTACT:802-291-0086

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000863	Shield 12B Speed Display; base unit w/ mounting bracket, Can be Upgraded to TrafficCloud	1	\$2,449.02	\$2,449.02
4001299	3 Year Warranty	1	\$0.00	\$0.00
4001816	Integrated Solar pole mount battery kit (Sh12) 11.5Ah batt, LFP charger & solar controller	1	\$596.70	\$596.70
4000659	Solar panel, 50W; includes bracket for pole and harness	1	\$496.74	\$496.74
4001154	YOUR SPEED wrap, 24" x 30" full size sign MUTCD, for Sh12, YELLOW HIP	1	\$170.34	\$170.34
4001889	Shipping and Handling	1	\$150.00	\$150.00
4001190	Discount - New Purchase	1	(\$0.00)	(\$419.35)

Special Notes:

- Shield 12 (13.5in H x 15.5in W x 2.6inD, 12 lbs.) is a Speed Radar Sign for Traffic calming mounts to any post or pole – Perfect for neighborhood roads
- 3 year manufactures warranty
- 6-8 week lead time

SALES
AMOUNT:

\$3,3862.80

TOTAL
USD:

\$3,443.45

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature: _____ Date: _____

Print Name: _____ Title: _____

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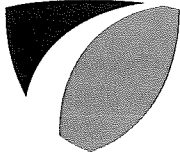
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Site: Beside Mt Nittany United Methodist Church, NB

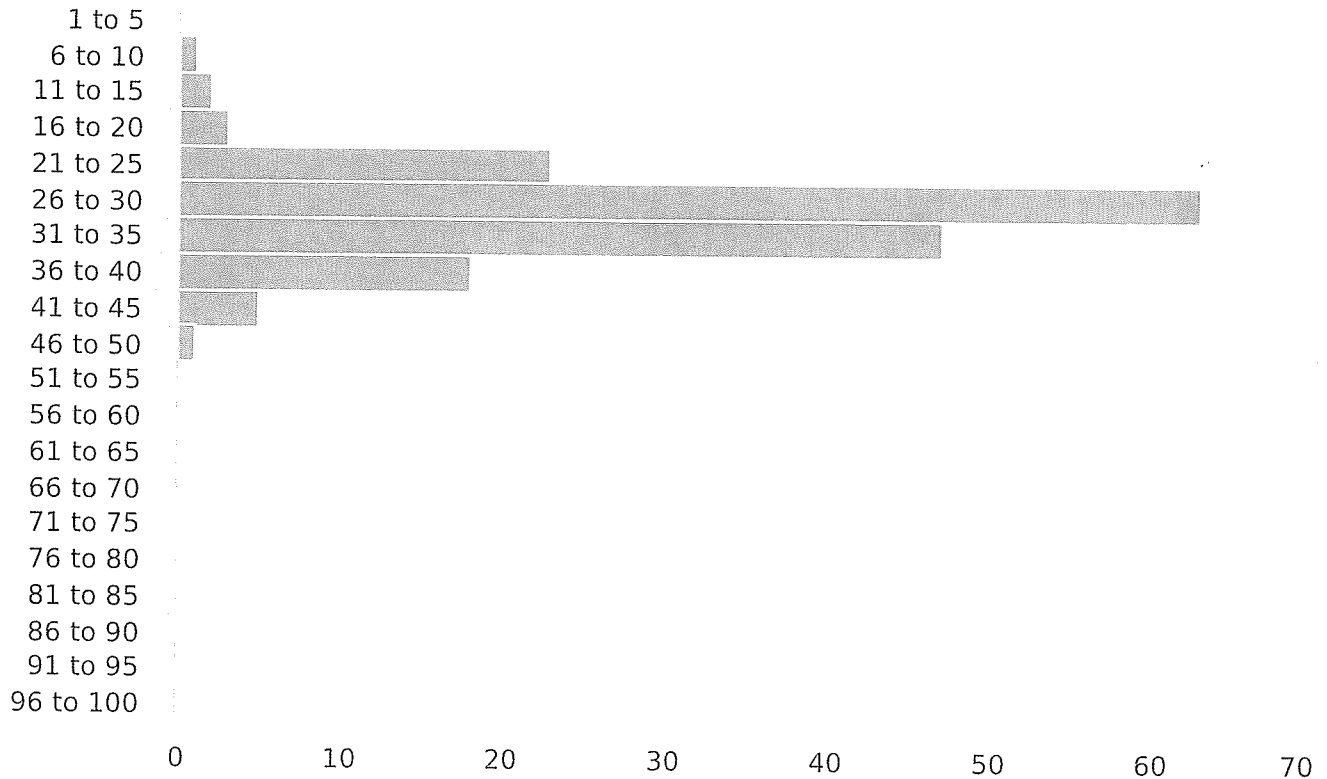
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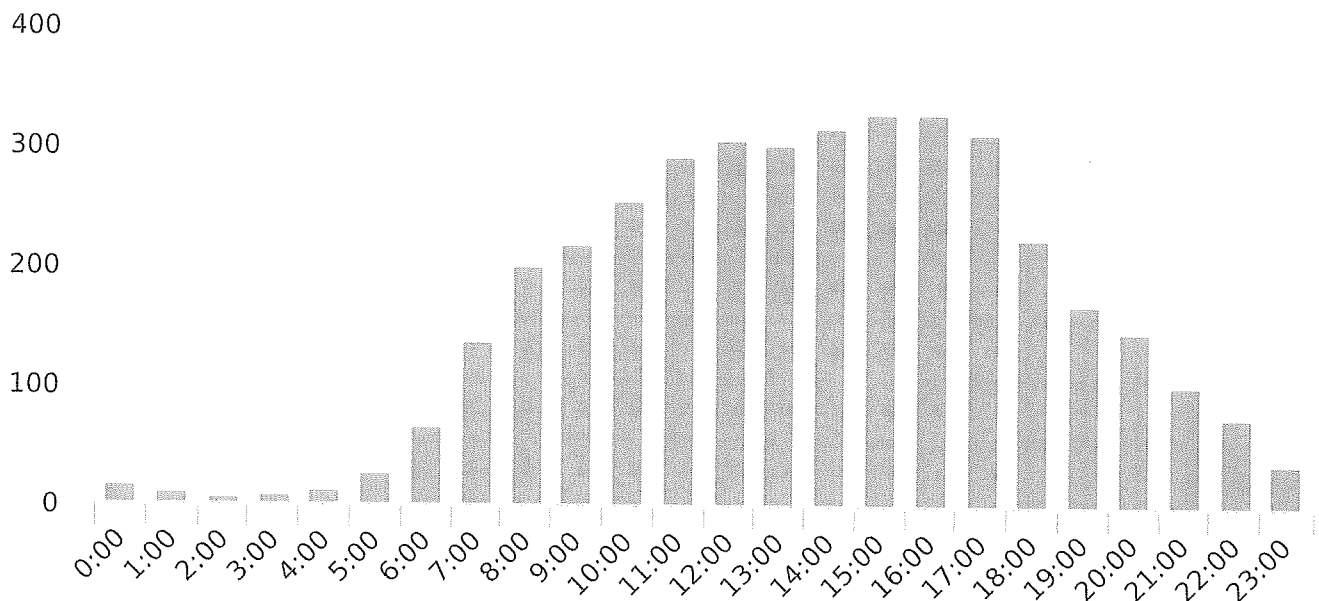
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0:00	35	0	0	0	0	1	6	6	2	1	0	0	0	0	0	0	0	0	0	0	0	30.7	16
1:00	35	0	0	0	0	1	3	3	1	1	0	0	0	0	0	0	0	0	0	0	0	30.8	10
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10:00	35	0	1	3	5	33	98	76	28	8	1	0	0	0	0	0	0	0	0	0	0	30.0	255
11:00	35	0	2	3	5	40	106	86	35	11	2	0	0	0	0	0	0	0	0	0	0	30.4	291
12:00	35	0	1	3	6	39	115	95	36	10	2	0	0	0	0	0	0	0	0	0	0	30.3	307
13:00	35	0	2	3	4	36	112	93	40	12	2	0	0	0	0	0	0	0	0	0	0	30.4	303
14:00	35	0	2	2	5	50	112	87	44	13	2	1	0	0	0	0	0	0	0	0	0	30.3	317
15:00	35	0	3	3	5	50	124	93	37	10	3	0	0	0	0	0	0	0	0	0	0	30.1	328
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17:00	35	0	2	3	6	49	133	89	24	5	0	0	0	0	0	0	0	0	0	0	0	29.3	312
18:00	35	0	1	2	4	32	90	65	23	6	1	0	0	0	0	0	0	0	0	0	0	30.1	224
19:00	35	0	1	1	3	27	65	47	21	3	1	0	0	0	0	0	0	0	0	0	0	29.7	170
20:00	35	0	1	2	4	19	57	44	14	4	1	0	0	0	0	0	0	0	0	0	0	29.9	146
21:00	35	0	0	2	2	19	40	27	10	3	0	0	0	0	0	0	0	0	0	0	0	29.6	102
22:00	35	0	1	1	2	11	27	23	7	2	0	0	0	0	0	0	0	0	0	0	0	29.7	75
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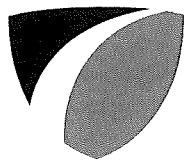
Average Vehicles by Speed Bin



Average Volume by Hour



ALL TRAFFIC SOLUTIONS



Volume By Time Report

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Time View: By Day of Week (Avg Volumes)

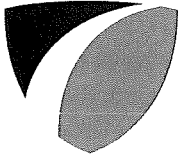
Speed Bins: Size 5, Range 1 to 100

Site: Beside Mt Nittany United Methodist Church, NB

Time of Day: 0:00 to 23:59

Dates: 12/13/2017 to 12/19/2017

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Mon	8	5	3	8	13	32	88	172	282	243	252	296	307	326	302	365	342	377	236	173	134	87	79	45	4175
Tue	13	13	4	9	12	44	84	175	230	223	284	352	348	346	357	364	388	373	266	163	138	125	66	38	4415
Wed	25	7	5	6	9	23	93	185	240	230	259	286	302	282	339	366	353	343	230	194	156	98	60	26	4117
Thu	4	7	6	9	26	35	69	146	181	222	259	250	296	329	356	368	353	368	232	183	175	128	90	39	4131
Fri	22	8	5	6	16	27	79	188	235	254	257	284	320	309	335	333	391	328	223	172	144	113	93	47	4189
Sat	31	15	7	12	13	17	34	54	120	212	239	328	298	266	284	260	248	185	219	166	132	85	80	43	3348
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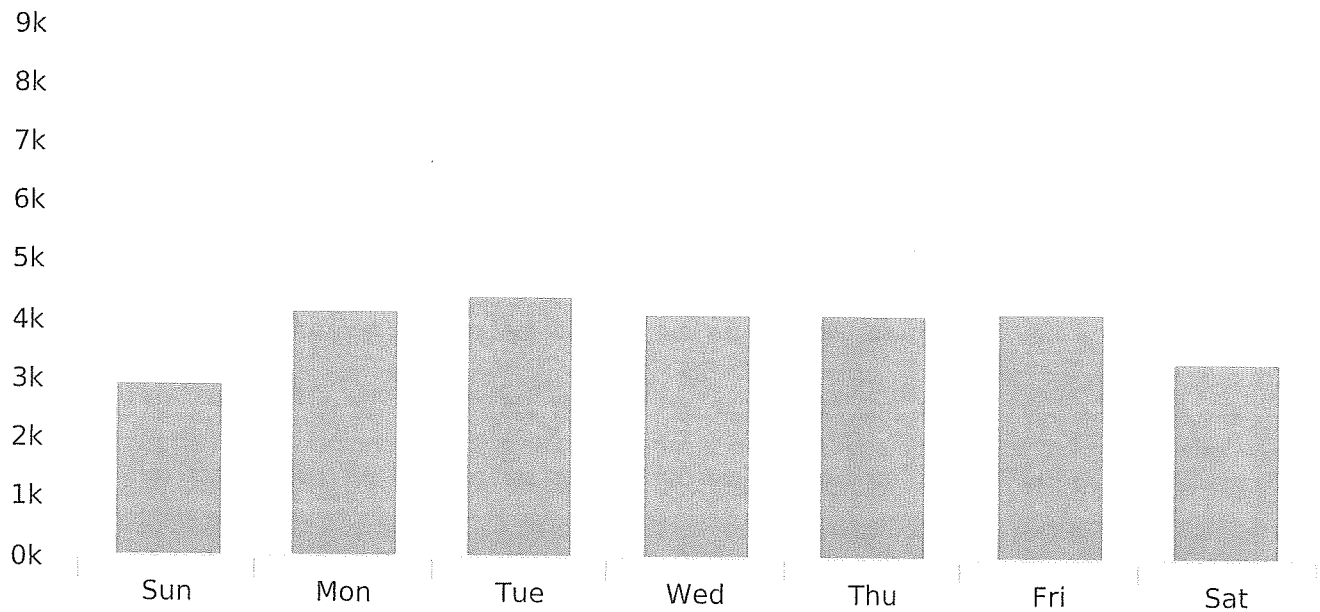
Volume By Time Report

Generated by Max Wicklein from All Traffic Solutions General Sales Demo Account on Dec 20, 2017 at 9:0:59 AM

Time of Day: 0:00 to 23:59
Dates: 12/13/2017 to 12/19/2017

Time View: By Day of Week (Avg Volumes)
Speed Bins: Size 5, Range 1 to 100
Site: Beside Mt Nittany United Methodist Church, NB

Volume by Day



**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. Chair Susan Ford 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. Ms. Garmon

explained that a recent road repair project had covered the garden area with gravel, mesh, and grass seed, making replanting impossible. She stated that Eric Duffy 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

- 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. Robert 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.

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

Barabara Otranto stated that despite the explanation of how Town funds were used for Village legal costs she still felt that her pockets were picked. The caveat that only 1% of the total budget was diverted from the Town for this Village expense without a vote was not sitting well with her, and she wanted the Selectboard to hear her view on this issue.

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. Chair Susan Ford expressed a preference for keeping warrant signing authority within the Selectboard 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 to attend 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.

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 Johnson 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
August 4th 2026
8:30 AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

10 on zoom, 9 in person

Present: Vice Chair Norm Frates Jr., Gay Travers, Dick Sweeney, Cliff Johnson

Staff: Eric Duffy, Kitty Mears Koar, Charles Degener, Kathy Avellino,

Public: Alison Taylor, Jim Otranto, Nicholas Seldon, Peter Shoemaker, Rick Gaspar, Roger Logan, Tom Ayes, Wendy Marrinan, Jon Spector, Mary Anne Sweeney, Wendy Spector, Byron Kelly,

A. Call to order

Vice Chair Norm Frates called the Selectboard meeting of August 4th to order at 8:30 AM.

B. Additions to & deletions from posted agenda

Manager's Report

Appointment of Finance Committee

It was also noted that the Vice Chair, Norm Frates Jr, would read an email from Interim Police Chief Chris O'Keeffe in connection with the speed sign discussion.

C. Statement from Vice Chair Norm Frates Jr.

Vice Chair Norm Frates Jr. read a prepared statement regarding a packet of information made available to the Selectboard and the public on Friday, July 31st. He extended thanks to Kitty Mears Koar, for her effort in preparing and distributing the materials after hours and converting files to ensure public accessibility.

Vice Chair Norm Frates Jr. explained that the matter addressed in the report was not placed on the agenda for three reasons: (1) the Board has not had sufficient time to review the voluminous report submitted only three days prior; (2) Chair Susan Ford is on vacation and is the only remaining Board member who served during the period in question and her input was deemed important (3) two current Board members will be stepping down following the August 11th election, with two newly elected members joining as of that date.

Vice Chair Norm Frates Jr. outlined the Board's plan to warn a special meeting for Friday August 14th at 8:30 AM, during which the Board would enter executive session to seek legal advice from Town Attorney Jim Carroll Esq. The Tuesday August 18th regular meeting is planned to be largely dedicated to reviewing the information received and determining the path forward. The public was encouraged to attend both meetings.

D. Citizen Comments

Nicholas Seldon commented on the report submitted by Municipal Manager Eric Duffy, and that the topic would not be discussed in the meeting today. He asserted that it contained

material misrepresentations. He argued that the board lacks the financial expertise to independently evaluate the report, but that a citizen has been preparing an analysis and has identified what he characterized as breaches of fiduciary duty and deliberate fraud.

Jennifer Falvey stated that she wished to build on her prior comments regarding the Town's relationship with Woodstock Community Trust. She reported that she had recently been threatened by a member of that organization's Board and had filed a police report. She called on the Selectboard to take a harder look at the financial arrangement with the Trust. She believes that Eric Duffy is being set up as the fall guy. She stated that the members of the Community Trust do not understand the avatar agenda.

Manager's Report

Eric Duffy briefly addressed a concern raised by Gay Travers regarding the ability to contact Town Hall staff by phone. He acknowledged the issue and noted that current staffing levels make it difficult to have a designated person available to answer the phone at all times, given other responsibilities. He committed to exploring options to make phone access more user-friendly and offered to speak directly with Gay Travers. He also noted that if the board wished to consider a budgeted welcome or reception position during the budget process, he would be open to that conversation.

Gay Travers responded that an additional staff position was likely unnecessary, noting that the phone had been managed effectively in the past through a designated answering system. She expressed support for making Eric Duffy himself more accessible by phone, and asked that the improvements be implemented sooner rather than later.

G. Votes

Liquor Licenses

The Board considered renewal of liquor licenses for OYC (1st, 3rd, OCP) and South Woodstock Country Store (2nd class). It was noted that it has been the board's practice to approve licenses contingent upon the state completing its own due diligence on the back end.

Motion: by Vice Chair Norm Frates Jr. to approve the liquor licenses for OYC 1st, 3rd, OCP and South Woodstock Country Store 2nd class pending state due diligence (8:43 AM)

Seconded: by Dick Sweeney

Vote: 4-0-0, passed

Finance Committee Terms

Vice Chair Norm Frates Jr. noted that four Finance Committee volunteers required reappointment, with terms running through the March 3rd 2027 Town Meeting, after which staggered terms would be established. The four individuals identified were Jon Spector, Karim Houry, Todd Erceg, and Ellen LeFever. Jon Spector, Finance Committee Chair, expressed the committee's preference to continue operating on a project-specific basis rather than meeting on

a routine schedule, taking on defined objectives as directed by the Selectboard or Village Trustees.

Mary Anne Sweeney raised a procedural note, suggesting that based on the Town Report, Karim Houry and Ellen LeFever's terms already ran through 2027 and may not require reappointment. After discussion, it was agreed that to be safe and ensure clarity, only John Spector and Todd Erceg were formally reappointed at a previous Town Meeting, with their terms running through March 2027. Vice Chair Norm Frates Jr. asked to approve all four members.

Eric Duffy raised the broader point that the Finance Committee has capacity for up to seven members, meaning three seats currently remain open. The public was encouraged to submit applications through the Town's website.

Gay Travers suggested that when the terms come up again in March 2027, the new board consider conducting fresh interviews and approaching committee membership anew, potentially with a broader understanding of any evolving oversight expectations.

Motion: by Dick Sweeney motion to appoint Jon Spector and Todd Erceg to the Finance Committee through March 2027 (8:48 AM)

Seconded: by Cliff Johnson

Vote: 4-0-0, passed

F . Discussion

Village Conservancy Update

Wendy Spector representing the Village Conservancy, presented two initiatives for which she was seeking Selectboard authorization to proceed with information-gathering conversations.

Conservancy Corps (Maintenance Initiative): The first initiative would establish a volunteer maintenance program, operating between April and October, with bimonthly work crews performing park maintenance tasks such as pruning, mulching, and deadheading. Wendy Spector emphasized that the Conservancy's intent is not to displace DPW staff but to enhance the Town's existing maintenance baseline. She requested Board authorization to speak with DPW Director Greg Fullerton to understand the current maintenance program, identify where volunteers could add value without interfering, and explore logistical questions such as waste disposal and equipment access. She noted that East End Park serves as a positive model, having benefited from philanthropic investment and volunteer engagement that meaningfully improved its condition compared to other parks. Wendy Spector acknowledged that a full program would not launch until next year, and that no decisions would be made without Boards approval.

Gay Travers expressed concern about the nature of the partnership, asking if whether the Town was already adequately maintaining its parks whether the Conservancy was creating a new

role that might blur municipal responsibilities. Wendy Spector clarified that the initiative is explicitly designed to coordinate with, rather than replace, DPW work, and that Greg Fullerton's comfort with any arrangement would be a prerequisite before anything moves forward.

Cliff Johnson asked about the "friends of" model seen in larger municipalities and suggested establishing a clear delineation between the Town's core maintenance responsibilities and the Conservancy's enhancement activities. He recommended identifying existing models that work well. Gay Travers asked what the Conservancy would do differently from the "friends of" organizations. Wendy Spector noted that the Friends of East End Park has a good model and the Conservancy would not interfere with what they are doing. She mentioned other green space in Woodstock and the potential of doing something like a pollinator garden with the High School.

Infrastructure Initiative: The second initiative involves exploring stormwater management improvements and irrigation on the Village Green. Wendy Spector noted that the Green is not currently irrigated, leaving it subject to weather variability, and that there are several potential approaches, including direct water tap connections or passive cistern collection systems. She connected this to the broader concept of "sponge city" design — increasing permeable surfaces to absorb stormwater and reduce flooding risk — which she described as increasingly relevant given Woodstock's recent flood history. She requested authorization to speak with the Two Rivers-Ottawaquechee Regional Commission and VTrans. Eric Duffy clarified that authorizing the Conservancy to approach VTrans effectively signals the "Town's support", and that any resulting action would still require Board approval. Cliff Johnson expressed interest in understanding the long-term maintenance implications of switching road materials.

Most of the Board indicated general support for both initiatives but agreed that, as the items were noticed as discussion rather than vote, and given that two new Board members will join on August 18th, formal votes would be deferred to the August 18th meeting. Wendy Spector confirmed she would attend that meeting. Roger Logan offered brief supportive remarks, noting that volunteers are an essential part of how Towns like Woodstock function, and encouraged the Board to support rather than over-scrutinize the Conservancy's measured approach.

Town-Village Analysis Study Committee Update

Eric Duffy reported that he had met informally with Charlie Kimball, who had chaired the water working group, and that Mr. Kimball has expressed interest in leading the Town-Village Analysis Study Committee. Preliminary conversations have taken place regarding the scope of work, the types of data that would need to be analyzed, and potential committee composition. Mr. Kimball is expected to reach out proactively to prospective members, who would then come before the Board for formal appointment. The Town's website is also being used to solicit interest from the broader community. Gay Travers emphasized that the appointment process for committee members should be formal and open — including for Mr. Kimball — and should involve both Boards, to ensure the effort is clearly municipally-backed rather than driven by individuals with predetermined outcomes in mind. Eric Duffy confirmed that all committee members must be formally appointed by the Joint Boards.

Discussion turned to the framing of the committee's name and purpose and the residents from other boards that would be on the Board. Eric Duffy noted having an potential Finance committee analyst look at 10 or 20 years of data for the Town with or without the merger. Gay Travers noted the importance of keeping the word "merger" out of the committee's title and mandate at this stage, stressing that the initial phase should be purely fact-finding — cataloguing what each entity owns and understands about itself — before any conclusions about consolidation are drawn. Dick Sweeney agreed, noting that the term "analysis" is intentionally neutral, after which there was further discussion. Kitty Mears Koar raised the need to communicate the committee's existence more broadly to residents who are not closely following the Board meetings. Suggestions included placing a public service announcement or editorial in the local newspaper, using the Front Porch Forum, and crafting accessible language that explains the Committee's purpose clearly without implying a foregone conclusion. Eric Duffy agreed to develop language for an editorial and to explore those outreach options.

Speed Sign on Route 106

As Interim Police Chief Chris O'Keeffe was on vacation and unable to attend, the Vice Chair Norm Frates Jr. read an email response he had provided addressing questions raised at the prior meeting. Interim Chief O'Keeffe reported that the Town currently has five speed signs: one at the public safety building, one on the west end of Town, River Street Cemetery, Woodstock Elementary School, and on Route 106 near the country club. The signs at the west end of Town and on Route 106 are currently not functioning. He indicated that resident Jim Otranto has volunteered to inspect and repair them at no charge beyond time and parts, and that if he is unable to repair them, they would be sent to All Traffic Solutions and would be under warranty upon return.

On the topic of public sharing of police activity data, Interim Chief O'Keeffe noted that a new police department website was recently launched and that his intent is to post weekly CAD logs to the site. He pointed to Hartford PD's dashboard as a model. He acknowledged that the raw CAD format is basic in appearance but factually transparent, and noted that more polished reporting software exists but carries a significant cost.

Regarding the speed limit on Peterkin Hill Road, Interim Police Chief O'Keeffe stated that if residents wish to reduce the speed limit to 25 mph for public safety purposes, the police department would offer no resistance.

Alison Taylor expressed frustration that Mr. Otranto had first offered to fix the signs the previous October, and yet no action had been taken for nearly a year. She also noted that a mobile speed cart had been left in a snowbank on Prosper Road all winter and had been broken for approximately a year. Wendy Marrinan noted the existence of an additional speed sign when entering the Village traveling east from the west end, and sought clarification on its operational status. It was determined that this is the sign at the west end of the Green referenced in Interim Police Chief O'Keeffe's email. Ms. Taylor returned to note that the same sign had been turned off previously because it was displaying illegally flashing blue lights, and that Mr. Otranto had offered

to address that issue as well. Jim Otranto clarified that correcting the blue lights is not a settings change but a physical LED replacement, which he is capable of performing. He also clarified that he has not in fact been contacted by anyone at the department about proceeding with repairs — only an email from Interim Police Chief Chris O'Keeffe indicating the signs would eventually be taken down for him to pick up. The Board acknowledged the disconnect and agreed to follow up with Mr. O'Keeffe directly upon his return on August 11th, and to invite him to provide a formal update at an upcoming meeting. Gay Travers reiterated a prior suggestion that the Interim Chief provide a monthly report to the Selectboard.

Rooster Ordinance

Vice Chair Norm Frates Jr. noted that the rooster that had prompted this agenda item has reportedly been removed for approximately a month, and that there are no other known rooster-related complaints in the Town. Board members expressed consensus that proceeding with a formal ordinance in the absence of an ongoing problem would not be the best use of time, and the matter was set aside without further action.

H. Approval of Minutes

It was noted that the minutes from 05.28.26 could not be voted on at this meeting, as the two board members present were not serving at the time of that meeting, and the appropriate course would be to wait for Chair Susan Ford's return. The remaining minutes were presented for approval.

Motion: by Dick Sweeney to approve the minutes from
06.16.26, 07.07.26, and 07.27.26 (9:33 AM)

Seconded: by Gay Travers

Vote: 4-0-0, passed

I. Adjournment

Before adjourning, Eric Duff offered brief remarks thanking outgoing board members Gay Travers and Dick Sweeney for their service and contributions over the preceding months, expressing hope that they would remain involved in Town committees and initiatives. Fellow board members echoed the sentiment.

Motion: by Gay Travers to adjourn the meeting (9:34AM)

Seconded: by Cliff Johnson

Vote: 4-0-0, passed

Respectfully submitted,

Kitty Mears Koar