

Village of Woodstock
Board of Trustees
January 14th, 2025
6:30PM
Town Hall & Zoom
Agenda

- A. Call to order
- B. Additions and Deletions to posted agenda
- C. Citizen's Comment
- D. Reports
 - a. Manager's Report
 - b. Financial Report
- E. Votes
 - Village Public Trust Funds for FY 2025/Jill Davies investment group
- F. Discussion

Wassail Weekend Recap
Village Parking Revenue
Short Term Rental
Permit/Rules flags in parking meters
Police- Discussion of paid details (parades, details, etc.)
FY26 Budget Discussion

- G. Executive Session 1 V.S.A 313
- H. Other Business
- I. Approval of Minutes
 - 12.12.24
 - 12.20.24
 - 01.02.25

J. Adjournment

This meeting will be held in person at the Town Hall and on Zoom.

The link to join us by Zoom is:

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZUIFKaWRPTmZURFppUGxWRU9UUT09>

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

Meeting ID: 858-7962-2419

Password: 412048

You can also download the Zoom app on your smartphone.

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WOODSTOCK TOWN General Ledger
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VILLAGE GENERAL FUND

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Account	Budget	Actual	% of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	677,480.07	677,480.07	100.00%
2-4004-000 In Lieu of Taxes	700.00	0.00	0.00%
2-4005-000 Land Use/Hold Harmless	700.00	0.00	0.00%
2-4009-000 National Park Land Trust	11,500.00	0.00	0.00%
Total REAL ESTATE TAX REVENUE	690,380.07	677,480.07	98.13%
2-401 HIGHWAY REVENUE			
2-4017-000 Highway Rebate	0.00	0.00	0.00%
Total HIGHWAY REVENUE	0.00	0.00	0.00%
2-402 FEES & PERMITS			
2-4025-000 Use of Green	350.00	1,050.00	300.00%
2-4026-000 Curb Cuts Permits	250.00	0.00	0.00%
Total FEES & PERMITS	600.00	1,050.00	175.00%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	1,200.00	8,025.00	668.75%
2-4042-000 Fines	50.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	1,250.00	8,025.00	642.00%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	45,000.00	21,493.00	47.76%
2-4052-000 Zoning Maps & Regulations	0.00	0.00	0.00%
2-4053-000 Yard Sale Permits	50.00	0.00	0.00%
Total PLANNING & ZONING	45,050.00	21,493.00	47.71%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	31,400.00	19,480.50	62.04%
2-4062-000 Parking Meter Revenue	60,000.00	21,461.08	35.77%
2-4063-000 Police Contracts	27,000.00	2,100.00	7.78%
2-4064-000 Misc Police Revenue	2,500.00	8,670.00	346.80%
2-4065-000 Moving Violations - VTTC	60,000.00	10,461.95	17.44%
2-4066-000 False Alarms	3,000.00	3,350.00	111.67%
2-4067-000 Town Services	459,486.09	459,486.09	100.00%
2-4068-000 Courthouse parking	9,270.00	0.00	0.00%
2-4069-000 CreditCardsPermitsParking	73,000.00	34,954.23	47.88%
Total POLICE REVENUE	725,656.09	559,963.85	77.17%
2-407 INTEREST INCOME			
2-4070-000 Donations	0.00	0.00	0.00%
2-4071-000 General Interest Income	10,000.00	7,529.36	75.29%
2-4072-000 Restricted Interest	0.00	0.00	0.00%
2-4073-000 CD Interest Income	0.00	0.00	0.00%

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2-4074-000 Parking Facil Interest	0.00	0.00	0.00%
Total INTEREST INCOME	10,000.00	7,529.36	75.29%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	16,532.50	413.31%
2-4092-000 Misc - State of Vermont	0.00	0.00	0.00%
2-4093-000 Highway State Aid	49,000.00	0.00	0.00%
2-4094-000 ARPA Grant Revenue	0.00	0.00	0.00%
2-4096-000 Sale of Equipment	0.00	0.00	0.00%
2-4097-000 Insurance Reimbursement	0.00	0.00	0.00%
2-4097-002 Other Reimbursements	0.00	0.00	0.00%
2-4098-000 Prior Year Adjustments	0.00	0.00	0.00%
Total MISCELLANEOUS	53,000.00	16,532.50	31.19%
2-41 EAST END			
2-4101-000 East End Revenue	2,800.00	1,200.00	42.86%
Total EAST END	2,800.00	1,200.00	42.86%
2-43 IRENE RECOVERY REVENUE			
Total IRENE RECOVERY REVENUE	0.00	0.00	0.00%
2-44 GRANT REVENUE			
2-4401-000 Planning Grant Revenue	0.00	0.00	0.00%
2-4402-000 Police Equip Grant Revenue	0.00	0.00	0.00%
2-4403-000 Police Vest Grant Revenue	0.00	0.00	0.00%
2-4404-000 MDT Police Grant Revenue	0.00	0.00	0.00%
2-4405-000 Highway Grant Revenue	0.00	0.00	0.00%
2-4406-000 Sidewalk Grant Revenue	0.00	0.00	0.00%
2-4407-000 Village Tree Grant Reven	0.00	0.00	0.00%
2-4408-000 NorthSt RetainWall Grant	0.00	0.00	0.00%
2-4409-000 WaterfrontPark GrantReven	0.00	0.00	0.00%
2-4410-000 Park & Ride Grant Revenue	0.00	0.00	0.00%
2-4413-000 Energy Grant Revenue	0.00	0.00	0.00%
2-4414-000 DUI Enforcement Grant Rev	15,000.00	16,353.00	109.02%
2-4415-000 SnowDumpConstr Grant Rev	0.00	0.00	0.00%
2-4416-000 Police PACIF Grant Rev	0.00	0.00	0.00%
2-4417-000 PoliceHWYSafetyGrantReven	0.00	0.00	0.00%
2-4418-000 SustainableWoodstockGrant	0.00	0.00	0.00%
2-4419-000 SafeRoutesToSchoolGrant	0.00	0.00	0.00%
2-4424-000 ByPassMitgationGrantRev	0.00	0.00	0.00%
2-4436-000 SLFRF/ARPA Village	0.00	0.00	0.00%
2-4437-000 VLTC Passive Grant	0.00	0.00	0.00%
Total GRANT REVENUE	15,000.00	16,353.00	109.02%
2-470 TRANSFERS IN			

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2-4701-000 Transfer from Cap Reserve	0.00	0.00	0.00%
2-4701-001 Transfer(Special) from CR	0.00	0.00	0.00%
2-4702-000 Transfer from Trustee	0.00	0.00	0.00%
2-4703-000 Transfer/Endowment Fund	0.00	0.00	0.00%
2-4704-000 Transfer from Parking Fac	0.00	0.00	0.00%
2-4706-000 Transfer from CapRes Unre	0.00	0.00	0.00%
Total TRANSFERS IN	0.00	0.00	0.00%
2-480 COMMUNITY CONTRIBUTIONS			
2-4802-000 Contribution for Trees	0.00	0.00	0.00%
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
Total Revenues	1,543,736.16	1,309,626.78	84.83%
2-500 SPECIAL ARTICLES			
2-5001 GRANTS/CONTRIB-TRUST FUND			
2-5001-901 Audit Expense	400.00	0.00	0.00%
2-5001-902 Trustee Public Funds Wage	400.00	0.00	0.00%
2-5001-905 Ethel Woods Fund-Sidewalk	0.00	0.00	0.00%
2-5001-906 O.A. Whitcomb Fund-Trees	0.00	0.00	0.00%
2-5001-907 ConstructParkingVailField	0.00	0.00	0.00%
2-5001-987 Lobbyist/Truck Laws	0.00	0.00	0.00%
2-5001-988 Rental - NWPL Parking Lot	0.00	0.00	0.00%
2-5001-989 Parking Meters-NWPL Lot	0.00	0.00	0.00%
Total GRANTS/CONTRIB-TRUST FUND	800.00	0.00	0.00%
2-5002 GRANTS/CONTRIB-GENL FUND			
2-5002-928 Tree Fund	0.00	0.00	0.00%
2-5002-929 WelcomeFacilitiesStaffing	0.00	0.00	0.00%
2-5002-931 Seasonal Decorations	3,000.00	0.00	0.00%
2-5002-966 PoliceMT Stipend/Training	0.00	0.00	0.00%
2-5002-967 Village Police Officer	0.00	0.00	0.00%
2-5002-982 Eng. RE:RelocateSnowDump	0.00	0.00	0.00%
2-5002-983 Parking Lot Construction	0.00	0.00	0.00%
2-5002-984 Re-Allocate Rte 4 Fund	0.00	0.00	0.00%
2-5002-985 Comfort Station Contrib	0.00	0.00	0.00%
2-5002-986 TeagleLandingBankStabiliz	0.00	0.00	0.00%
2-5002-987 Aerate&Fertilize TheGreen	0.00	0.00	0.00%
2-5002-988 Paw Bags	0.00	0.00	0.00%
2-5002-989 Lobbyist/Truck Laws	0.00	0.00	0.00%
Total GRANTS/CONTRIB-GENL FUND	3,000.00	0.00	0.00%
Total SPECIAL ARTICLES	3,800.00	0.00	0.00%
2-501 ADMINISTRATION			

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2-5011 TRUSTEES			
2-5011-100 Salaries & Wages	3,750.00	0.00	0.00%
2-5011-198 CCC Tax Village	0.00	1,174.73	100.00%
2-5011-199 Employer Paid Benefits	230.00	0.00	0.00%
2-5011-302 Legal Fees	7,500.00	530.25	7.07%
2-5011-313 Community Television	0.00	0.00	0.00%
2-5011-603 Dues, Subs & Meetings	100.00	0.00	0.00%
2-5011-612 Printing Village Report	500.00	0.00	0.00%
2-5011-613 Tree Fund	15,000.00	1,440.00	9.60%
2-5011-615 Advertising	1,000.00	168.56	16.86%
2-5011-616 WES Parking lot	4,000.00	0.00	0.00%
2-5011-700 Police Search	0.00	0.00	0.00%
2-5011-801 Unclassified	0.00	2,612.97	100.00%
2-5011-806 Comp Unused Sick/Vac Time	0.00	0.00	0.00%
2-5011-810 Lobbyist	0.00	0.00	0.00%
2-5011-815 Insurance	79,500.00	43,821.85	55.12%
Total TRUSTEES	111,580.00	49,748.36	44.59%
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	55,814.00	24,490.36	43.88%
2-5012-199 Employer Paid Benefits	16,516.03	9,476.15	57.38%
2-5012-200 Wellness	205.00	0.00	0.00%
2-5012-301 Professional Services	50.00	0.00	0.00%
2-5012-602 Meeting/Professional Deve	1,000.00	0.00	0.00%
2-5012-603 Dues, Subs & Meetings	800.00	228.63	28.58%
2-5012-615 Advertising	0.00	0.00	0.00%
Total EXECUTIVE	74,385.03	34,195.14	45.97%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,750.00	377.01	21.54%
2-5013-202 Office Supplies	1,175.00	75.92	6.46%
2-5013-204 Postage	1,500.00	560.80	37.39%
2-5013-401 Equip Repairs & Mainte	750.00	304.67	40.62%
2-5013-402 Machinery & Equipment	500.00	0.00	0.00%
2-5013-502 Communications	2,000.00	2,706.30	135.32%
2-5013-503 NEMRC Support/License	1,500.00	1,410.50	94.03%
2-5013-504 Reallocation of Reapprais	0.00	0.00	0.00%
2-5013-505 IT - Village	7,180.00	2,000.00	27.86%
2-5013-615 Advertising	975.00	0.00	0.00%
2-5013-701 Manager's Search	0.00	0.00	0.00%
Total OFFICE ADMINISTRATION	17,330.00	7,433.20	42.90%
2-5014 AUDITING			
2-5014-301 Professional Services	15,400.00	2,000.00	12.99%
Total AUDITING	15,400.00	2,000.00	12.99%

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2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	576.90	38.46%
2-5015-199 Employer Paid Benefits	0.00	93.80	100.00%
2-5015-601 Travel & Transportation	0.00	0.00	0.00%
Total TREASURER	1,500.00	670.70	44.71%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	34,420.12	12,669.55	36.81%
2-5016-199 Employer Paid Benefits	20,250.00	8,635.26	42.64%
2-5016-301 Professional Services	2,125.00	257.53	12.12%
2-5016-305 Other Purchased Services	125.00	0.00	0.00%
2-5016-603 Dues, Subs & Meetings	6.25	0.00	0.00%
Total ACCOUNTING	56,926.37	21,562.34	37.88%
2-5018 VILLAGE CLERK			
2-5018-316 Village Clerk Wages	400.00	0.00	0.00%
Total VILLAGE CLERK	400.00	0.00	0.00%
2-5019 CAPITAL RESERVE			
2-5019-932 Office Equipment	0.00	0.00	0.00%
2-5019-936 Manager's Pick-up	0.00	0.00	0.00%
2-5019-937 Compensation Unused Sick/	10,000.00	10,000.00	100.00%
2-5019-938 Tree Fund	5,000.00	5,000.00	100.00%
Total CAPITAL RESERVE	15,000.00	15,000.00	100.00%
Total ADMINISTRATION	292,521.40	130,611.74	44.65%
2-502 HIGHWAY DEPARTMENT			
2-5022 TRAFFIC CONTROL			
2-5022-715 Traffic Control Signs	0.00	0.00	0.00%
Total TRAFFIC CONTROL	0.00	0.00	0.00%
2-5023 HIGHWAY MAINTENANCE			
2-5023-100 Salaries & Wages	0.00	0.00	0.00%
2-5023-101 Overtime	0.00	0.00	0.00%
2-5023-103 Summer Help-Wages	0.00	0.00	0.00%
2-5023-199 Employer Paid Benefits	0.00	0.00	0.00%
2-5023-201 Operating Supplies	0.00	0.00	0.00%
2-5023-305 Other Purchased Services	0.00	0.00	0.00%
2-5023-306 Emergency Work	0.00	0.00	0.00%
2-5023-307 SnowDumpRelocate Research	0.00	0.00	0.00%
2-5023-320 SnowDumpPollutionMonitor	0.00	0.00	0.00%
2-5023-321 Stormwater Monitoring	0.00	0.00	0.00%
2-5023-409 Small Tools & Equipment	0.00	0.00	0.00%
2-5023-425 Frost Mills Rental	0.00	0.00	0.00%

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2-5023-426 NWPL Parking Lot Rental	0.00	0.00	0.00%
2-5023-503 Fuel	0.00	0.00	0.00%
2-5023-507 Rubbish Removal	0.00	0.00	0.00%
2-5023-710 Road Maintenance	0.00	0.00	0.00%
2-5023-711 Road Construction	0.00	0.00	0.00%
2-5023-716 SouthSt Ped Refuge Island	0.00	0.00	0.00%
2-5023-717 Storm Drains	0.00	0.00	0.00%
2-5023-718 Guardrails	0.00	0.00	0.00%
2-5023-727 Crosswalk Maintenance	0.00	0.00	0.00%
2-5023-802 Salt & Sand	0.00	0.00	0.00%
2-5023-810 Special Mtg Supplement	0.00	0.00	0.00%
2-5023-901 IRE Local Share Expenses	0.00	0.00	0.00%
Total HIGHWAY MAINTENANCE	0.00	0.00	0.00%
2-5024 SIDEWALK MAINTENANCE			
2-5024-727 Sidewalk Maintenance	0.00	0.00	0.00%
2-5024-728 Sidewalk Construction	0.00	0.00	0.00%
2-5024-810 Special Mtg Supplement	0.00	0.00	0.00%
2-5024-821 Eastend Sidewalk	0.00	0.00	0.00%
Total SIDEWALK MAINTENANCE	0.00	0.00	0.00%
2-5025 VILLAGE PARKS			
2-5025-201 Operating Supplies	0.00	0.00	0.00%
2-5025-210 Paw Bags	0.00	0.00	0.00%
2-5025-301 East End Park - Parking	0.00	0.00	0.00%
2-5025-302 Fertilization/tree work E	1,700.00	0.00	0.00%
2-5025-401 Fence & Park Maintenance	0.00	0.00	0.00%
2-5025-406 Fence Post Repair	0.00	0.00	0.00%
2-5025-409 Small Tools & Equipment	0.00	0.00	0.00%
2-5025-505 Park&Ride Street Lights	0.00	0.00	0.00%
2-5025-507 Rubbish Removal	0.00	0.00	0.00%
Total VILLAGE PARKS	1,700.00	0.00	0.00%
2-5026 STREET LIGHTS			
2-5026-505 Street Lights	0.00	0.00	0.00%
2-5026-508 Street Light Fixtures	0.00	0.00	0.00%
Total STREET LIGHTS	0.00	0.00	0.00%
2-5027 PUBLIC WORKS BUILDING			
2-5027-501 Utilities	0.00	0.00	0.00%
2-5027-703 Bldg Repairs & Mainte	0.00	0.00	0.00%
Total PUBLIC WORKS BUILDING	0.00	0.00	0.00%
2-5028 HIGHWAY EQUIPMENT MAINT			
2-5028-203 Repair & Mainte Supplies	0.00	0.00	0.00%

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2-5028-207 Equip Mainte Supplies	0.00	0.00	0.00%
2-5028-401 Equipment Repair	0.00	0.00	0.00%
2-5028-406 Equipment Purchase	0.00	0.00	0.00%
2-5028-407 Spare SnowBlower Radiator	0.00	0.00	0.00%
2-5028-409 Small Tools & Equipment	0.00	0.00	0.00%
Total HIGHWAY EQUIPMENT MAINT	0.00	0.00	0.00%
2-5029 CAPITAL RESERVE			
2-5029-928 2 Ton Truck '13	0.00	0.00	0.00%
2-5029-929 2 Ton Truck '19	0.00	0.00	0.00%
2-5029-930 Ton Truck '20	0.00	0.00	0.00%
2-5029-938 2 Ton Truck '15	0.00	0.00	0.00%
2-5029-939 Ton Truck '17	0.00	0.00	0.00%
2-5029-946 F-150 Pick-up	0.00	0.00	0.00%
2-5029-947 Dump Truck	0.00	0.00	0.00%
2-5029-953 Snow Blower	0.00	0.00	0.00%
2-5029-954 Street Sweeper	0.00	0.00	0.00%
2-5029-976 TheGreen-ArchwayEntrances	0.00	0.00	0.00%
2-5029-977 Teagle Landing	0.00	0.00	0.00%
2-5029-978 Future Comfort Station	0.00	0.00	0.00%
2-5029-979 Future Parking Lot Constr	0.00	0.00	0.00%
Total CAPITAL RESERVE	0.00	0.00	0.00%
Total HIGHWAY DEPARTMENT	1,700.00	0.00	0.00%
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	168,038.00	79,267.70	47.17%
2-5030-107 Educ, EMT Training & Stipend	4,350.00	1,230.80	28.29%
2-5030-199 Employer Paid Benefits	76,516.77	17,900.99	23.39%
2-5030-201 Operating Supplies	1,750.00	730.93	41.77%
2-5030-202 Office Supplies	325.00	483.42	148.74%
2-5030-601 Travel & Transportation	350.00	0.00	0.00%
2-5030-603 Dues, Subs & Meetings	2,100.00	1,130.00	53.81%
2-5030-604 Grants, Dues & Subs	0.00	0.00	0.00%
2-5030-610 Printing & Binding	200.00	801.99	401.00%
2-5030-615 Advertising	100.00	0.00	0.00%
Total POLICE ADMINISTRATION	253,729.77	101,545.83	40.02%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	387,000.00	143,601.67	37.11%
2-5031-104 Contract Services	10,000.00	4,264.71	42.65%
2-5031-107 Local, EMT & Educ Stipend	19,000.00	7,950.00	41.84%
2-5031-199 Employer Paid Benefits	113,420.00	79,060.56	69.71%
2-5031-201 Operating Supplies	900.00	387.63	43.07%
2-5031-206 Weapon Mainte & Supplies	1,550.00	902.00	58.19%
2-5031-301 Professional Services	800.00	802.89	100.36%

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2-5031-306 Uniform Service	3,100.00	3,316.55	106.99%
2-5031-312 Bike Patrol	100.00	0.00	0.00%
2-5031-401 Axon Body 4	100.00	0.00	0.00%
2-5031-409 Small Tools & Equipment	11,400.00	7,976.10	69.97%
2-5031-410 Flashing Radar SpeedSigns	0.00	0.00	0.00%
2-5031-413 Officer Video Recording	100.00	0.00	0.00%
2-5031-603 Dues, Subs & Meetings	350.00	250.00	71.43%
Total LAW ENFORCEMENT	547,820.00	248,512.11	45.36%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	13,500.00	2,634.56	19.52%
2-5032-199 Employer Paid Benefits	410.00	375.17	91.50%
2-5032-601 Travel & Transportation	300.00	29.47	9.82%
2-5032-605 Tuition	2,000.00	349.00	17.45%
Total POLICE TRAINING	16,210.00	3,388.20	20.90%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	0.00	0.00%
2-5033-402 Radio Maintenance	500.00	0.00	0.00%
2-5033-502 Communications	10,000.00	6,852.79	68.53%
Total POLICE COMMUNICATIONS	75,230.00	6,852.79	9.11%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	28,963.00	11,872.24	40.99%
2-5034-199 Employer Paid Benefits	2,497.23	908.27	36.37%
2-5034-202 Office Supplies	3,050.00	2,141.39	70.21%
2-5034-204 Postage	3,060.00	865.25	28.28%
2-5034-210 Computer Software	1,100.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	13,000.00	3,858.52	29.68%
2-5034-301 Professional Services	225.00	0.00	0.00%
2-5034-401 Equip Repair & Mainte	525.00	0.00	0.00%
2-5034-402 CrdtCrd/MterRepair/Replac	500.00	0.00	0.00%
2-5034-407 Equipment Purchase	1,050.00	4,080.92	388.66%
2-5034-409 Small Tools & Equipment	700.00	0.00	0.00%
2-5034-410 Parking fund	0.00	35.44	100.00%
2-5034-425 NW Library Lot Rent	11,000.00	11,000.00	100.00%
Total PARKING METERS	65,670.23	34,762.03	52.93%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	3,500.00	1,315.86	37.60%
2-5035-409 Small Tools & Equipment	500.00	7.99	1.60%
2-5035-503 Fuel	10,400.00	2,767.47	26.61%
Total POLICE VEHICLE	14,400.00	4,091.32	28.41%
2-5036 BUILDING MAINTENANCE			

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2-5036-100 Salaries & Wages	2,200.00	0.00	0.00%
2-5036-199 Employer Paid Benefits	170.00	0.00	0.00%
2-5036-504 Propane	2,250.00	0.00	0.00%
2-5036-506 Electricity	2,000.00	0.00	0.00%
2-5036-507 Rubbish Removal	2,500.00	1,074.10	42.96%
2-5036-508 Water/Sewer	500.00	120.00	24.00%
2-5036-703 Building Maintenance	250.00	325.00	130.00%
2-5036-704 Roof Replacement	0.00	0.00	0.00%
2-5036-705 Storage Trailer	0.00	0.00	0.00%
Total BUILDING MAINTENANCE	9,870.00	1,519.10	15.39%
2-5037 TOWN POLICE SERVICES			
2-5037-100 T Salaries & Wages	0.00	15,644.92	100.00%
2-5037-102 T Training Wages	1,485.26	78.66	5.30%
2-5037-104 T Contract Services	0.00	0.00	0.00%
2-5037-107 T Stipend	0.00	0.00	0.00%
2-5037-198 T Training Paid Benefits	0.00	0.00	0.00%
2-5037-199 T Employer Paid Benefits	31,554.30	2,521.26	7.99%
2-5037-302 T Legal Fees	0.00	0.00	0.00%
2-5037-306 T Uniform Service	1,250.00	205.27	16.42%
2-5037-307 Extended Vehicle Warranty	0.00	0.00	0.00%
2-5037-401 T Vehicle Repairs & Maint	1,500.00	75.98	5.07%
2-5037-409 T Small Tools & Equip	525.00	200.00	38.10%
2-5037-410 T 4X4 Vehicle Lease	6,850.00	0.00	0.00%
2-5037-411 T 4X4 Radio,Lights,Radar	800.00	0.00	0.00%
2-5037-412 T Flashing Speed Signs	0.00	0.00	0.00%
2-5037-502 Communications	315.00	121.17	38.47%
2-5037-503 T Fuel	0.00	994.95	100.00%
2-5037-603 Dues, Subs & Meetings	100.00	0.00	0.00%
2-5037-605 T Tuition	750.00	0.00	0.00%
2-5037-704 T Roof Replacement	0.00	0.00	0.00%
Total TOWN POLICE SERVICES	45,129.56	19,842.21	43.97%
2-5039 CAPITAL RESERVE			
2-5039-932 Office Carpet	0.00	0.00	0.00%
2-5039-933 Police Computer	1,500.00	1,500.00	100.00%
2-5039-934 Radio System	2,000.00	2,000.00	100.00%
2-5039-935 Flashing Radar Speed Sign	0.00	0.00	0.00%
2-5039-965 Police Cruiser	25,000.00	25,000.00	100.00%
2-5039-966 Weapon Replacement	0.00	0.00	0.00%
2-5039-970 Police Training	0.00	0.00	0.00%
Total CAPITAL RESERVE	28,500.00	28,500.00	100.00%
Total VILLAGE POLICE DEPT	1,056,559.56	449,013.59	42.50%
2-504 SHORT TERM RENTAL ENFORCE			
2-5040-100 Wages	0.00	0.00	0.00%

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2-5040-199 Benefits	0.00	0.00	0.00%
2-5040-201 Operating Supplies	0.00	0.00	0.00%
2-5040-202 Office Supplies	0.00	0.00	0.00%
2-5040-204 Postage	0.00	0.00	0.00%
2-5040-302 Legal Fees	0.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	0.00	0.00	0.00%
2-507 BOARDS & AGENCIES			
2-5070 PLANNING & ZONING			
2-5070-100 Salaries & Wages	68,071.20	19,435.24	28.55%
2-5070-199 Employer Paid Benefits	33,600.00	10,890.57	32.41%
2-5070-301 Professional Services	2,900.00	13,481.00	464.86%
2-5070-302 Legal Fees	1,600.00	400.56	25.04%
2-5070-406 Equipment Purchase	1,000.00	0.00	0.00%
2-5070-601 Travel & Transportation	1,500.00	0.00	0.00%
2-5070-603 Dues, Subs & Meetings	15,760.00	87.84	0.56%
2-5070-611 Printing Ordinances	0.00	0.00	0.00%
2-5070-615 Advertising	3,200.00	1,255.84	39.25%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
Total PLANNING & ZONING	120,111.20	45,551.05	35.56%
2-5079 CAPITAL RESERVE			
2-5079-933 Computer Equip Replace	0.00	0.00	0.00%
2-5079-934 Update Village-Town Plan	1,200.00	1,200.00	100.00%
Total CAPITAL RESERVE	1,200.00	1,200.00	100.00%
Total BOARDS & AGENCIES	129,311.20	46,751.05	36.15%
2-5091 VILLAGE HWY EXPENSE			
2-5091-803 Highway Rebate to Town	0.00	0.00	0.00%
2-5091-804 HWY State Aid to Town	46,000.00	0.00	0.00%
Total VILLAGE HWY EXPENSE	46,000.00	0.00	0.00%
2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	13,844.00	922.99	6.67%
2-5092-810 Lobbyist	0.00	0.00	0.00%
2-5092-815 Insurance	0.00	0.00	0.00%
Total TRUSTEES' CONTINGENCY	13,844.00	922.99	6.67%
2-5099 CAPITAL RESERVE SPENDING			
2-5099-912 Planning&Zoning Regs	0.00	0.00	0.00%
2-5099-914 Lobbyist	0.00	0.00	0.00%
2-5099-926 Manager's Pick-up	0.00	0.00	0.00%
2-5099-932 Office Equipment	0.00	0.00	0.00%
2-5099-933 Computer Equip Replacment	0.00	0.00	0.00%

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2-5099-934 Vail Field Parking	0.00	0.00	0.00%
2-5099-935 Route 4 Improvements	0.00	0.00	0.00%
2-5099-936 Storm Drain Repair	0.00	0.00	0.00%
2-5099-937 Paving	0.00	0.00	0.00%
2-5099-939 2 Ton Truck w/plow	0.00	0.00	0.00%
2-5099-941 Dump Truck w/plow	0.00	0.00	0.00%
2-5099-942 Loader	0.00	0.00	0.00%
2-5099-943 Storage Trailer	0.00	0.00	0.00%
2-5099-944 Snowblower-Loader Mounted	0.00	0.00	0.00%
2-5099-945 2 Ton Truck w/plow	0.00	0.00	0.00%
2-5099-946 Street Snow Blower	0.00	0.00	0.00%
2-5099-947 HWY Repairs & Maintenance	0.00	0.00	0.00%
2-5099-948 Road Construction	0.00	0.00	0.00%
2-5099-949 Road & Sidewalk Mainte	0.00	0.00	0.00%
2-5099-950 TrafficControlBridgProjec	0.00	0.00	0.00%
2-5099-952 Snow Dump Land Purchase	0.00	0.00	0.00%
2-5099-953 Ornamental Street Lights	0.00	0.00	0.00%
2-5099-954 Village Parks	0.00	0.00	0.00%
2-5099-955 Trees	0.00	0.00	0.00%
2-5099-956 Ordinance Printing	0.00	0.00	0.00%
2-5099-962 Police Computer	0.00	0.00	0.00%
2-5099-964 Police Office Carpet	0.00	0.00	0.00%
2-5099-965 Meter Replace/Repair	0.00	0.00	0.00%
2-5099-967 Flashing Radar Speed Sign	0.00	0.00	0.00%
2-5099-971 Police Cruiser	0.00	0.00	0.00%
2-5099-972 Polic Vehicle Maint/Equip	0.00	0.00	0.00%
2-5099-973 CommVehicle Enforcement	0.00	0.00	0.00%
2-5099-974 Police Training	0.00	0.00	0.00%
2-5099-975 Police Equipment	0.00	0.00	0.00%
2-5099-976 Police Training	0.00	0.00	0.00%
2-5099-977 Police Material	0.00	0.00	0.00%
2-5099-978 Comfort Station Construct	0.00	0.00	0.00%
2-5099-979 Parking Lot Construction	0.00	0.00	0.00%
2-5099-980 NWPL Parking Lot Improvt	0.00	0.00	0.00%
2-5099-981 Sidewalks	0.00	0.00	0.00%
2-5099-982 Granite Curbing	0.00	0.00	0.00%
2-5099-983 Fence Post Repair	0.00	0.00	0.00%
2-5099-984 RetainingWallConstruction	0.00	0.00	0.00%
2-5099-985 HWY Comm Equipment	0.00	0.00	0.00%
2-5099-986 Salt & Sand	0.00	0.00	0.00%
2-5099-987 Road Paving	0.00	0.00	0.00%
2-5099-988 Line Striper	0.00	0.00	0.00%
2-5099-990 CapitalOutlay Undedicated	0.00	0.00	0.00%
Total CAPITAL RESERVE SPENDING	0.00	0.00	0.00%
2-5301 LOSS REPAIR EXPENSES			
2-5301-850 Flood Damage-Vill Garage	0.00	0.00	0.00%
2-5301-860 Property Damage-St Light	0.00	0.00	0.00%
2-5301-861 PropertyDamagPoliceCarpet	0.00	0.00	0.00%

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2-5301-862 PropertyDamage-Guardrail	0.00	0.00	0.00%
2-5301-863 Property Damage-Fence	0.00	0.00	0.00%
2-5301-864 PropertyDamage-Trees	0.00	0.00	0.00%
2-5301-870 VehicleDamage-Plow Truck	0.00	0.00	0.00%
2-5301-871 VehicleDamag-PolicCruiser	0.00	0.00	0.00%
Total LOSS REPAIR EXPENSES	0.00	0.00	0.00%
2-5303 IRENE RECOVERY EXPENSE			
2-5303-150 IRE Wages & FICA	0.00	0.00	0.00%
2-5303-901 IRE Local Share Expenses	0.00	0.00	0.00%
Total IRENE RECOVERY EXPENSE	0.00	0.00	0.00%
2-5401 GRANT EXPENSE			
2-5401-815 PoliceHWYSafetyGrantExpen	0.00	0.00	0.00%
2-5401-816 Police PACIF Grant Expend	0.00	0.00	0.00%
2-5401-817 Planning Grant Expense	0.00	0.00	0.00%
2-5401-818 Police Equip Grant Expens	0.00	988.99	100.00%
2-5401-819 Police Vest Grant Expense	0.00	0.00	0.00%
2-5401-820 Highway Grant Expense	0.00	0.00	0.00%
2-5401-821 Sidewalk Grant Expense	0.00	0.00	0.00%
2-5401-822 Village Tree Grant Expens	0.00	0.00	0.00%
2-5401-823 MDT Police Grant Expense	0.00	0.00	0.00%
2-5401-824 RiverStRetainingWallGrant	0.00	0.00	0.00%
2-5401-825 Waterfront Park Grant Exp	0.00	0.00	0.00%
2-5401-826 Park & Ride Grant Expense	0.00	0.00	0.00%
2-5401-827 Snow Dump Constr Grant	0.00	0.00	0.00%
2-5401-828 Energy Grant Expense	0.00	0.00	0.00%
2-5401-829 DUI OP Grant Exp	0.00	8,181.30	100.00%
2-5401-830 SustainableWoodstockGrant	0.00	0.00	0.00%
2-5401-831 SafeRoutes to SchoolGrant	0.00	0.00	0.00%
2-5401-832 ProspectSt PavingGrantExp	0.00	0.00	0.00%
2-5401-835 BypassMitigationGrantExp	0.00	0.00	0.00%
Total GRANT EXPENSE	0.00	9,170.29	100.00%
2-570 TRANSFERS OUT			
2-5701-000 Transfer to Cap Reserve	0.00	0.00	0.00%
2-5702-000 Transfer to Trustee	0.00	0.00	0.00%
2-5703-000 Transfer to Debt Service	0.00	0.00	0.00%
2-5704-000 Transfer for Parking Fac	0.00	0.00	0.00%
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,543,736.16	636,469.66	41.23%
Total VILLAGE GENERAL FUND	0.00	673,157.12	
Total All Funds	0.00	673,157.12	

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Account	Budget	Actual	Actual % of Budget
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T2 Iris Transaction Summary 01/02/2025 9:55 AM EST

Date/Time: 12/01/2024 12:00:00 AM to 12/31/2024 11:44:59 PM EST

Ticket #: All

Organization: Woodstock VT

Coupon Code: N/A

Location: All Locations

Transaction Type: All

Stall Number: N/A

Plate Number: N/A

Grouping: None

Overall Summary

CASH		CREDIT CARD		PATROLLER CARD		TOTAL	
Total Collections	166	\$170.80	1778	\$3819.75	Revenue	0	2035
Revenue	166	\$170.80	1778	\$3819.75	Test Transactions	0	\$390.55
Change Issued	0	\$0.00					Revenue
Refund Tickets	11	\$4.30					1944
Total Refunds	0	\$0.00					1944
Excess Payment	11	\$4.30					\$390.55
Attendant Deposit	0	\$0.00					\$390.55

DEC 2023 - \$16,091.38
DEC 2022 - \$14,925.60

KiosK - \$3990.55
Meters - \$3301.25
Packmobile - \$6916.00

Total \$14267.80

From: Jill Davies

To: Village of Woodstock Trustees

Date: November 25, 2024

Following our discussion earlier this year I'd like to make some proposals for the annual disbursements for the Village Public Trust Funds for FY 2025. We agreed some time ago that making decisions for use of Village Public Trust Funds is a joint decision between me as Trustee of Public Funds and the Village Trustees.

Proposals

1. We make decisions today that will continue into the future until a situation changes rather than annual decision making.
2. We disburse 5-8% of the current estimated funds rounded to the nearest \$100 each year.
3. **Frank S MacKenzie Fund** Balance: [\\$4,121 est](#)
We disburse the full amount of \$4,121 to be used for the 2025 Town fireworks in accordance with the donor wishes and then close the fund. Each year the fund costs us money for auditors and staff time. Small donations like the \$280 are just as much work as a large donations don't really help much.
4. **Orley A Whitcomb Fund** Balance: [\\$76,107 est](#)
We make a **\$5,000** annual disbursement toward the cost of the recently reinstated Community Care Coordinator. This amount will remain in effect providing \$5,000 is between 5 and 8% of the fund value on June 30 of each year.
 - o \$5,000 represents 6.5% of current estimated funds.
 - o More details are on the next page.
5. **Old Fire Station Fund** Balance: [\\$26,115 est](#)
We propose to Village voters making a \$1700 annual disbursement toward the tree fund. This amount will remain in effect providing \$1700 is between 5 and 8% of the fund value on June 30 of each year.
 - o \$1700 represents 6.5% of current estimated funds

I am authorized to write disbursement checks once your decisions are minuted for the Frank MacKenzie and Orley Whitcomb funds. The Old Fire Station Fund requires the expenditure to be approved by the Village residents at a regular or special Village Meeting



Jill Davies, Village of Woodstock Trustee of Public Funds

Orley A Whitcomb Fund and Proposal to disburse \$5000 annually toward the cost of the recently reinstated Community Care Coordinator

The Orley A Whitcomb Fund was established in April 1936 with an original gift of \$26,585 "*to be used for the civic betterment of said Village of Woodstock... I would recommend that the sum of Five Hundred Dollars per year, or more in the discretion of said Trustee, be devoted to the employment of a district nurse, unless provision is otherwise made whereby the community has the services of a district nurse without contribution*" Before this year, the position has been full time with funding from Mt Ascutney hospital. That support has been reduced to a three year commitment for a part time position. I believe the Orley Whitcomb funds could be used for their original purpose to help fund this position.

We know how valuable the role is because we have not had this role in the community for the past year. The Thompson Center, the school system, The HUB among others, were stretched trying to fulfill this role without the expertise, experience or capacity. Our residents suffered and had nowhere to turn for the expertise and experience that they needed. Sherry Sousa (Supt of schools) missed having the CCC meeting the needs of students and their families by connecting them to resources. Deanna Jones (Thompson Center) particularly missed the CCC providing home visits for check-in and assessment. We don't have any other person with the time and training for home visits, which are essential in assessing a client's needs.

Tayo Kirchhof is leading the fundraising effort in her role as Director of Development for Mt. Ascutney Hospital and Health Center. Her request letter is attached with more details of the position.

October 31, 2024

Jill Davies
Trustee, Woodstock Village Public Trust Funds
31 The Green
Woodstock, VT 05091

Dear Ms. Davies,

On behalf of Mt. Ascutney Hospital and Health Center, I am writing to request an annual grant of \$5,000 from The Orley A. Whitcomb Fund to support the Community Care Coordinator position. This position closely aligns with the Fund's purpose "to be devoted to the employment of a district nurse for civic betterment" by providing vital in-home care coordination for the Woodstock region.

Position Overview

The Community Care Coordinator (CCC) is employed by the Thompson Senior Center and works in partnership with Mt. Ascutney Hospital & Health Center (MAHHC), the Ottauquechee Health Foundation (OHF), The HUB (a project of the Woodstock Community Trust), Mountain Views Supervisory Union, and other local organizations to enhance the health and well-being of residents across the Woodstock region. Based on the concept of a District or Community Nurse, the CCC provides essential support to individuals, families, school-aged children, older adults, caregivers, and those with chronic conditions, helping them navigate healthcare systems and access necessary social services. This role includes in-home assessments, care planning, and coordination of services with local healthcare providers and community resources, ultimately improving health outcomes and reducing unnecessary hospital visits.

Advisory Board Overview

The CCC Project is guided by an Advisory Board made up of representatives from the Thompson Senior Center, MAHHC, OHF, The HUB, and Mountain Views Supervisory Union, along with other local healthcare and community organizations. The Advisory Board's mission is to identify the healthcare needs of the community, provide strategic oversight for the CCC's work, and leverage resources and partnerships to maximize the role's impact. By collaborating closely with partners, the Advisory Board ensures the CCC addresses the unique healthcare challenges of the region, supports preventative care, and fosters a healthier, more connected community.

Impact and Alignment with the Orley A. Whitcomb Fund

The Woodstock area population, particularly its older adults and families with chronic healthcare needs, faces increasing barriers to healthcare access. The CCC Project directly addresses these challenges by delivering personalized, in-home care and linking residents with the resources they need to thrive. This initiative mirrors the vision of The Orley A. Whitcomb Fund by ensuring that residents receive critical healthcare services in their homes, promoting civic betterment and overall well-being.

Funding/Fiscal Model

The CCC position is primarily funded by a three-year commitment of \$50,000 from MAHHC, supplemented by additional local funds, grants, town allocations, and support from foundations. This financial framework aims to establish a sustainable role that serves the region effectively. Furthermore, MAHHC's development department is committed to providing fundraising support to enhance this position. Currently, the available funding allows for only a part-time CCC role based at the Thompson Senior Center. However, the CCC Advisory Board and MAHHC is actively working to increase resources and funding, with the goal of not only sustaining this position in the long term but also expanding its capacity and transitioning it to a full-time role.

Our Request

MAHHC respectfully request your support in sustaining this vital position through an annual grant of \$5,000. This funding will help ensure the continued success of the CCC Project in serving the Woodstock area's most vulnerable residents, reducing healthcare costs, and enhancing community health.

Thank you for considering this request. If you require further information, please do not hesitate to contact me.

Sincerely,



Tayo S. Kirchhof

Director of Development
Mt. Ascutney Hospital and Health Center
289 County Road | Windsor, VT | 05089
email: tayo.s.kirchhof@hitchcock.org
direct 603-646-5883



Date _____ Time _____

Reg. No. _____ State _____

Make of Vehicle _____ Location _____

Officer: _____

**YOU ARE CHARGED WITH THE FOLLOWING
VILLAGE ORDINANCE VIOLATION:**

- | | |
|-------------------------|---------|
| 1. Meter Violation | \$10.00 |
| 2. Over-time Violation | \$10.00 |
| 3. No Parking Area | \$20.00 |
| 4. Double Parking | \$20.00 |
| 5. Against Traffic Flow | \$20.00 |
| 6. Fire Hydrant | \$20.00 |
| 7. Traffic Hazard | \$20.00 |
| 8. Sidewalk/Crossing | \$25.00 |
| 9. Handicap Zone | \$20.00 |

10. Other _____
11. Fine Amount \$ _____

Name _____

Address _____

City _____ State _____ Zip _____

Form 716

**Village of Woodstock
Board of Trustees Meeting
December 12th, 2024
6:30 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Frank Horneck, Lisa Lawlor, Brenda Blakeman

Staff: Eric Duffy

Public: Beth Finlayson, Wendy Wright Marrinan

Call to order

1. Chair Seton McIlroy to call the December 12th Village Trustees meeting to order at 6:30 PM

B. Additions and Deletions

ARPA Resolution

Wassail Weekend – Permit Change

C. Citizen's Comments

Beth Finlayson introduced new swag for Wassail Weekend, including a new logo.

D. Reports

Manager's Report (6:32PM)

Eric Duffy introduced Molly Maxham, a new employee in the planing and zoning office.

Eric Duffy thanked the Public Works department for their hard work during Thanksgiving and the recent snow removal efforts.

Eric Duffy mentioned the recent purchase of the Vondell property and the overwhelming support from the community.

Financial Report (6:34PM)

Eric Duffy provided updates on the financial situation, including issues with reconciling police revenue and the impact of staff turnover.

Jeffrey Kahn questioned the discrepancy in police revenue figures and the delay in reconciling them.

Eric Duffy acknowledged the issue and plans to investigate it further.

Eric Duffy discussed the courthouse parking revenue and the need to follow up with the courthouse for payment.

E. Votes

Village Historic Preservation Commission (6:39PM)

Wendy Wright Marrinan introduced herself and explained the purpose of the Village Historic Preservation Commission.

Wendy outlined the grant application process and the need for the village to be certified as a certified local government.

The grant would fund a consultant to help develop design guidelines for the village.

The Trustees expressed concerns about the potential financial burden on residents and the impact on housing affordability.

Wendy Marrinan clarified that the guidelines would not be mandatory but would provide a framework for development.

Eric Duffy and the Trustees discussed the potential benefits and challenges of the guidelines.

Motion: By Jeffrey Kahn approve signing the Village Historic Preservation Commission's Grant (7:11PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

Pride Permits (7:12PM)

Seton McIlroy, co-founder of Pride of Woodstock, presented permits for the upcoming Pride event.

The event includes a use of the village Green permit for the Made with Pride Arts and Crafts fair. There will be tents, tables, music, vendors and food vendors. Event 11-3PM
Seton requested conditional approval pending the COI and a new fiscal sponsor.

Motion: By Lisa Lawlor approve use of the Green Permit pending submission of a COI (7:16PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Seton McIlroy requested Banner permit for Monday June 2nd thru Sunday June 8th

Motion: By Lisa Lawlor approve banner for Pride Woodstock (7:19PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

Seton McIlroy requested permission to place pride flags on parking meters for the Pride event from June 6th-8th

The Trustees discussed logistics and potential issues with business owners and publicity.

Motion: By Jeffrey Kahn to place Pride flags on the parking meters (7:24PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

Seton McIlroy presented a parade permit for the high heel race, with changes to the start and finish lines and logistics for street closures.

The trustees discussed the logistics of the high heel race, including street closures and detours

Seton McIlroy agreed to make changes to the route and logistics based on the trustees' feedback.

Motion: By Lisa Lawlor to approve the Parade Permit for the High Heel Race June 7th 9-11AM (7:30PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

ARPA Resolution

Eric Duffy explained the need to pass a resolution to allocate remaining ARPA funds to the footbridge project, amounting to \$30,093.53.

Seton McIlroy reads the resolution detailing the allocation of ARPA funds to the footbridge within the village's general fund through March 2025.

Motion: By Jeffrey Kahn approve the resolution as read by Seton McIlroy (7:33PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

The Trustee's signed the resolution.

Wassail Update

Beth Finlayson expressed concerns from vendors about the bridge's width being insufficient for their needs and requested to move vendors to the Green and not use the bridge. The Middle Bridge and Mountain Ave will not be closed because of this change.

Jeffrey Kahn confirmed the number of vendors remains the same, and Lisa Lawlor inquired about the bus drop-off location.

Beth Finlayson clarified that no parking signs will be placed on River Street, and volunteers will manage the parade.

Motion: By Jeffrey Kahn to move the artisan market from the covered bridge to the village Green (7:38PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

STR Discussion

Current permits and overall numbers

Eric Duffy provided an update on the STRS (Short-Term Rental Services) software, identifying 25 properties in the village as short-term rentals.

As of December 5, 12 properties are actively listing, and 10 applications have been received, generating approximately \$17,500 in revenue.

The new ordinance will go into effect on January 12, allowing for enforcement against unregistered short-term rentals.

Wassail Prep

Eric Duffy outlined the Wassail preparation, including public works handling trash pickup. Town Hall parking lot will be blocked off for Town Hall employees and Pentangle Parking.

Village Meeting Prep (7:40PM)

Dedication of Booklet

Eric Duffy mentioned the need for the Trustees to decide on the dedication of the booklet for the village meeting and any additional content for the warning.

Jeffrey Kahn suggested dedicating the book to Michelle Sutherland for her long-term service to the town and village.

Easement for Central Street (7:44PM)

Seton McIlroy introduced the easement for Central Street, detailing the terms including a \$600 annual fee starting September 1, 2025.

The Trustees discussed the temporary construction easement and its impact on parking during installation.

Motion: By Chair McIlroy to approve the easement with the addition of a 1000-gallon propane tank (7:52PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

FY26 Budget

Eric Duffy explained the budget delay due to the water system and the estimated tax rate increases for the village (17.3%) and town (9.2%).

The village's budget is \$1.6 million, with a projected increase in local receipts from \$803,000 to \$837,000.

Eric Duffy discussed what items in the budget were decreased.

Jeffrey Kahn suggested cutting non-essential expenses, such as the rifle purchase for the police department.

Eric Duffy emphasized the importance of maintaining a buffer in the budget to avoid running a deficit.

Jeffrey Kahn suggested increasing parking ticket fines to generate additional revenue.

The Trustees agreed to review the budget over the weekend and reconvene to discuss further cuts and revenue-generating ideas

Seton McIlroy suggested scheduling another meeting for January 1 to finalize the budget.

Eric Duffy proposed meeting with both the Trustees and the Selectboard to discuss potential cuts and revenue ideas.

F. Executive Session 1 V.S.A 313

Motion: By Chair Seton McIlroy enter Executive Session 1 V.S.A 313 (8:23PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed (returned 9:07PM)

G. Approval of Minutes

11.12.24

11.21.24

Motion: By Jeffrey Kahn approve the minutes from 11.12.24, 11.21.24 (9:08PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

J. Adjournment

Motion: by Chair Seton McIlroy to adjourn the meeting at (9:08PM)

Seconded: Frank Horneck

Vote: 5-0-0, passed.

*Respectfully submitted,
Kitty Mears Koar*

**Village of Woodstock
Board of Trustees Meeting
December 20th, 2024
8:15AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Lisa Lawlor, Brenda Blakeman

Staff: Eric Duffy, Kathy Avellino, Robert Densmore

Public:

Call to order

1. Chair Seton McIlroy to call the December 20th Village Trustees meeting to order at 8:15AM.

B. Additions and Deletions - none

C. Citizen's Comments -none

D. Executive Session 1 V.S.A 313

Motion: by Seton McIlroy enter Executive Session 1 V.S.A 313 to discuss personnel Issues (8:16AM)

Seconded: by Jeffrey Kahn

Vote: 5-0-0, passed (Returned 8:31AM)

E. Discussion

FY26 Budget Discussion

Brenda Blakeman suggested renting out the covered bridge for events to generate additional revenue and explored various creative ideas to bring in money.

Eric Duffy discussed the budgeted revenue from short-term rental enforcement and suggested it could increase if more rentals are registered.

The village's portion of GovOS contract is around \$12,000, and the total revenue could reach \$17,000.

Eric Duffy mentioned the town's moratorium on short-term rentals ending on December 31 and the need for enforcement and staffing.

Brenda Blakeman suggested having a conversation about the pros and cons of short-term rentals.

Seton McIlroy read Frank Horneck's text message, for he was unable to attend the meeting, suggesting deferring non-essential initiatives and budgeting for a new pick-up truck for FY26, and the idea of increasing parking ticket fees.

Jeffrey Kahn expressed concern about a 17% increase in the tax rate and suggested reducing the contingency fund by \$10,000.

Jeffrey Kahn also suggested not buying rifles for the police and reducing the payment to the elementary school for parking lot use.

Eric Duffy explained the impact of these cuts on the tax rate and suggested a 3% decrease if these cuts are implemented.

Lisa Lawlor questioned the need to pay the elementary school for parking lot use and suggested not paying if no lease exists.

Lisa Lawlor asked about the funds allocated to the Tree Fund.

Lisa Lawlor would like to ask the Selectboard if the money that they get from infrastructure could be used to electricity on the Gore.

The Trustees and staff discussed the elementary school for parking lot use and payment.

Seton McIlroy and Jeffrey Kahn discussed the need for snow tires for the police cruisers and the request for rifles for the police.

Seton McIlroy suggested exploring grant opportunities for rifle purchases and considering a compromise on providing rifles to officers.

Seton McIlroy emphasized the need to focus on revenue generation and suggested forming a commission to explore revenue opportunities.

The Trustees discussed the importance of setting standards for using the Rockefeller Fund and estimating the village tax rate.

Eric Duffy explained the process of setting the tax rate and the impact of the grand list on the tax rate.

The Trustees discussed the need for a larger discussion about revenue and the potential for increasing parking ticket fees, short-term rentals and exploring the use of the Green for events.

Seton McIlroy and the Trustees discussed the cost of using the police for events like Wassail Weekend and the Turkey Trot.

Eric Duffy mentioned the involvement of all police staff during events and the need to consider the costs of public works and other departments.

The Trustee discussed the potential for grants to cover police equipment and the importance of balancing the need for police presence at events with the cost.

Seton McIlroy suggested making a list of all events where the police are used and estimating the costs to decide what should be subsidized.

Eric Duffy outlined the next steps, including looking at revenue and expenses and being conservative in budgeting.

The Trustees would like to meet on January 2 to finalize the budget and discuss the importance of having all members present.

Eric Duffy discussed the importance of talking to businesses before making decisions on parking fees.

Lisa Lawlor thanks Eric Duffy for his work and acknowledges the efforts of town employees.

J. Adjournment

Motion: by Chair Seton McIlroy to adjourn the meeting at (9:17AM)

Seconded: Jeffrey Kahn

Vote: 3-0-0, passed.

*Respectfully submitted,
Kitty Mears Koar*

**Village of Woodstock
Board of Trustees Meeting
January 2nd, 2025
8:15AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Lisa Lawlor, Brenda Blakeman

Staff: Eric Duffy, Robert Densmore, Kitty Mears Koar

Public: Jill Davies

Call to order

1. Chair Seton McIlroy to call the January 2nd Village Trustees meeting to order at 8:15AM.

B. Additions and Deletions - none

C. Citizen's Comments -none

D. Discussion

FY26 Budget Discussion

Eric Duffy introduced Jill Davies to explain the Rockefeller Fund, that they are joint funds between the Trustee's and Selectboard, with its intended funds being used in lieu of taxes that the Rockefeller's do not pay on their property.

Jill Davies details the fund's current value, investment strategies, and the policy limiting withdrawals to 8% of the average market value.

Discussion on the potential increase in Rockefeller Fund withdrawals, with suggestions ranging from 4% to possibility 8%.

Jill Davies clarified that the policy allows for extraordinary distributions, but these should be carefully considered.

Jill Davies and the board discussed what they believe an extraordinary purchase entails.

Seton McIlroy and Lisa Lawlor seek clarification on the decision-making process and the need for Selectboard agreement on percentages.

Jill Davies emphasizes the importance of managing the fund for long-term sustainability.

Eric Duffy and Jill Davies discussed the current and projected income from the Rockefeller Fund for the Town and Village.

Jeffrey Kahn suggested increasing the withdrawal percentage to 5% to reduce taxpayer burden.

Seton McIlroy expressed interest in a higher percentage due to current extraordinary circumstances.

Jill Davies and Seton McIlroy discussed the importance of maintaining the fund's long-term viability.

The board agreed on the need for a meeting with the Selectboard to discuss the budget and Rockefeller Fund usage.

Eric Duffy suggested scheduling a joint meeting with the Selectboard to finalize the budget and discussion of the Vermont Endowment fund.

Eric Duffy reported on the Selectboard's discussion about raising dispatch fees and potentially funding a planning director.

Jeffrey Kahn raised the idea of employees contributing an additional 2% to healthcare expenses.

Robert Densmore provided research on the potential savings from increased employee contribution.

Seton McIlroy and Jeffrey Kahn discussed the possibility of reducing trustee compensation to help with the budget

Seton McIlroy proposed forming a task force to find new revenue sources and audit current fees and permits.

Discussion on the potential for increased revenue from tourism and other sources.

Eric Duffy mentioned the possibility of stopping taxpayer funding for fireworks and finding alternative sources.

Lisa Lawlor reiterated her opposition to paying for school parking and the need to review the budget for unnecessary expenses.

Eric Duffy confirmed the need for a joint meeting with the Selectboard to finalize the budget and Rockefeller Fund decisions

E . Executive Session 1 V.S.A 313

Motion: By Chair Seton McIlroy enter Executive Session 1 V.S.A 313
(8:55AM)

Contracts, labor relations agreements with employees, arbitration, mediation, grievances, civil actions, or prosecutions by the state, where premature public knowledge would clearly place the state, municipality, other public body, or person involved at a substantial disadvantage

Seconded: Jeffrey Kahn

Vote: 4-0-0 passed (Returned 9:10AM)

J. Adjournment

Motion: by Chair Seton McIlroy to adjourn the meeting at (9:11AM)

Seconded: Lisa Lawlor

Vote: 4-0-0, passed.

*Respectfully submitted,
Kitty Mears Koar*