

Village of Woodstock
Board of Trustees
March 11th, 2025
6:30PM
Town Hall & Zoom
Agenda

- A. Call to order
- B. Additions and Deletions to posted agenda
- C. Citizens' Comment
- D. Reports
 - a. Manager's Report
 - b. Financial Report
- E. Votes
 - Pride of Woodstock
 - Bookstock- Mont Vert Mini on the Green
 - Puppies and Pooches Permit
 - Chamber of Commerce
 - Sidewalk Sale – x2
 - Taste of Woodstock
 - Wassail permits- Use of Green, Use of Gore, Parade, Banner
 - Art Festival – Use of Green, Banner
 - Market on the Green
- F. Discussion
 - Municipal Planning Grant- Harry Falconer
 - Permit Pricing – Municipal permits
 - Parking Update
 - Permit/Rules flags in parking meters
 - Keystone Block - Todd Erceg
 - White Cottage Food Truck
 - 33 Central Easement Potential Change
- G. Executive Session 1 V.S.A 313
- H. Other Business
- I. Approval of Minutes
 - 2.11.25
 - 2.25.25
- 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	12,000.00	104.35%
Total REAL ESTATE TAX REVENUE	690,380.07	689,480.07	99.87%
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	1,200.00	342.86%
2-4026-000 Curb Cuts Permits	250.00	125.00	50.00%
Total FEES & PERMITS	600.00	1,325.00	220.83%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	1,200.00	14,890.00	1,240.83%
2-4042-000 Fines	50.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	1,250.00	14,890.00	1,191.20%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	45,000.00	21,893.00	48.65%
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	21,893.00	48.60%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	31,400.00	24,869.50	79.20%
2-4062-000 Parking Meter Revenue	60,000.00	36,718.71	61.20%
2-4063-000 Police Contracts	27,000.00	2,100.00	7.78%
2-4064-000 Misc Police Revenue	2,500.00	12,515.00	500.60%
2-4065-000 Moving Violations - VTTC	60,000.00	10,461.95	17.44%
2-4066-000 False Alarms	3,000.00	5,825.00	194.17%
2-4067-000 Town Services	459,486.09	459,486.09	100.00%
2-4068-000 Courthouse parking	9,270.00	12,736.70	137.40%
2-4069-000 CreditCardsPermitsParking	73,000.00	79,819.90	109.34%
Total POLICE REVENUE	725,656.09	644,532.85	88.82%
2-407 INTEREST INCOME			
2-4070-000 Donations	0.00	0.00	0.00%
2-4071-000 General Interest Income	10,000.00	11,378.04	113.78%
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	11,378.04	113.78%
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 ByPassMitigationGrantRev	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	1,417,584.46	91.83%
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	31,229.47	416.39%
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	80,447.58	72.10%
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	11,221.44	67.94%
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	320.38	40.05%
2-5012-615 Advertising	0.00	0.00	0.00%
Total EXECUTIVE	74,385.03	36,032.18	48.44%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,750.00	542.01	30.97%
2-5013-202 Office Supplies	1,175.00	75.92	6.46%
2-5013-204 Postage	1,500.00	963.62	64.24%
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	3,133.93	156.70%
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	3,000.00	41.78%
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	9,430.65	54.42%
2-5014 AUDITING			
2-5014-301 Professional Services	15,400.00	5,000.00	32.47%
Total AUDITING	15,400.00	5,000.00	32.47%

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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	10,980.84	54.23%
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	23,907.92	42.00%
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	170,489.03	58.28%
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	20,980.70	27.42%
2-5030-201 Operating Supplies	1,750.00	1,590.21	90.87%
2-5030-202 Office Supplies	325.00	727.10	223.72%
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	105,728.50	41.67%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	387,000.00	143,861.39	37.17%
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	109,671.63	96.70%
2-5031-201 Operating Supplies	900.00	482.50	53.61%
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	3,758.98	121.26%
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	350.00	100.00%
Total LAW ENFORCEMENT	547,820.00	280,020.20	51.12%
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	65.87	21.96%
2-5032-605 Tuition	2,000.00	349.00	17.45%
Total POLICE TRAINING	16,210.00	3,424.60	21.13%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	64,730.00	100.00%
2-5033-402 Radio Maintenance	500.00	0.00	0.00%
2-5033-502 Communications	10,000.00	9,043.10	90.43%
Total POLICE COMMUNICATIONS	75,230.00	73,773.10	98.06%
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	6,325.51	207.39%
2-5034-204 Postage	3,060.00	1,725.56	56.39%
2-5034-210 Computer Software	1,100.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	13,000.00	6,975.81	53.66%
2-5034-301 Professional Services	225.00	100.00	44.44%
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	4,976.24	473.93%
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	43,919.07	66.88%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	3,500.00	6,187.44	176.78%
2-5035-409 Small Tools & Equipment	500.00	7.99	1.60%
2-5035-503 Fuel	10,400.00	4,331.94	41.65%
Total POLICE VEHICLE	14,400.00	10,527.37	73.11%
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	1,956.78	78.27%
2-5036-508 Water/Sewer	500.00	180.00	36.00%
2-5036-703 Building Maintenance	250.00	475.00	190.00%
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	2,611.78	26.46%
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	2,575.08	8.16%
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	6,676.91	97.47%
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	26,572.94	58.88%
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	575,077.56	54.43%
2-504 SHORT TERM RENTAL ENFORCE			
2-5040-100 Wages	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
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	11,149.19	33.18%
2-5070-301 Professional Services	2,900.00	22,535.50	777.09%
2-5070-302 Legal Fees	1,600.00	400.56	25.04%
2-5070-406 Equipment Purchase	1,000.00	6.60	0.66%
2-5070-601 Travel & Transportation	1,500.00	0.00	0.00%
2-5070-603 Dues, Subs & Meetings	15,760.00	237.43	1.51%
2-5070-611 Printing Ordinances	0.00	0.00	0.00%
2-5070-615 Advertising	3,200.00	1,540.42	48.14%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
Total PLANNING & ZONING	128,111.20	55,304.94	43.17%
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	56,504.94	43.70%
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 PlanningsZoning 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	812,164.81	52.61%
Total VILLAGE GENERAL FUND	0.00	603,419.63	
Total All Funds	0.00	603,419.63	

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Budget Actual
Actual % of Budget

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T2 Iris Transaction Summary 02/28/2025 1:35 PM EST

Date/Time: 02/01/2025 12:00:00 AM to 02/28/2025 11:44:59 PM EST
 Organization: Woodstock VT
 Location: All Locations
 Stall Number: N/A
 Plate Number: N/A

Ticket #: All
 Coupon Code: N/A
 Transaction Type: All
 Grouping: None

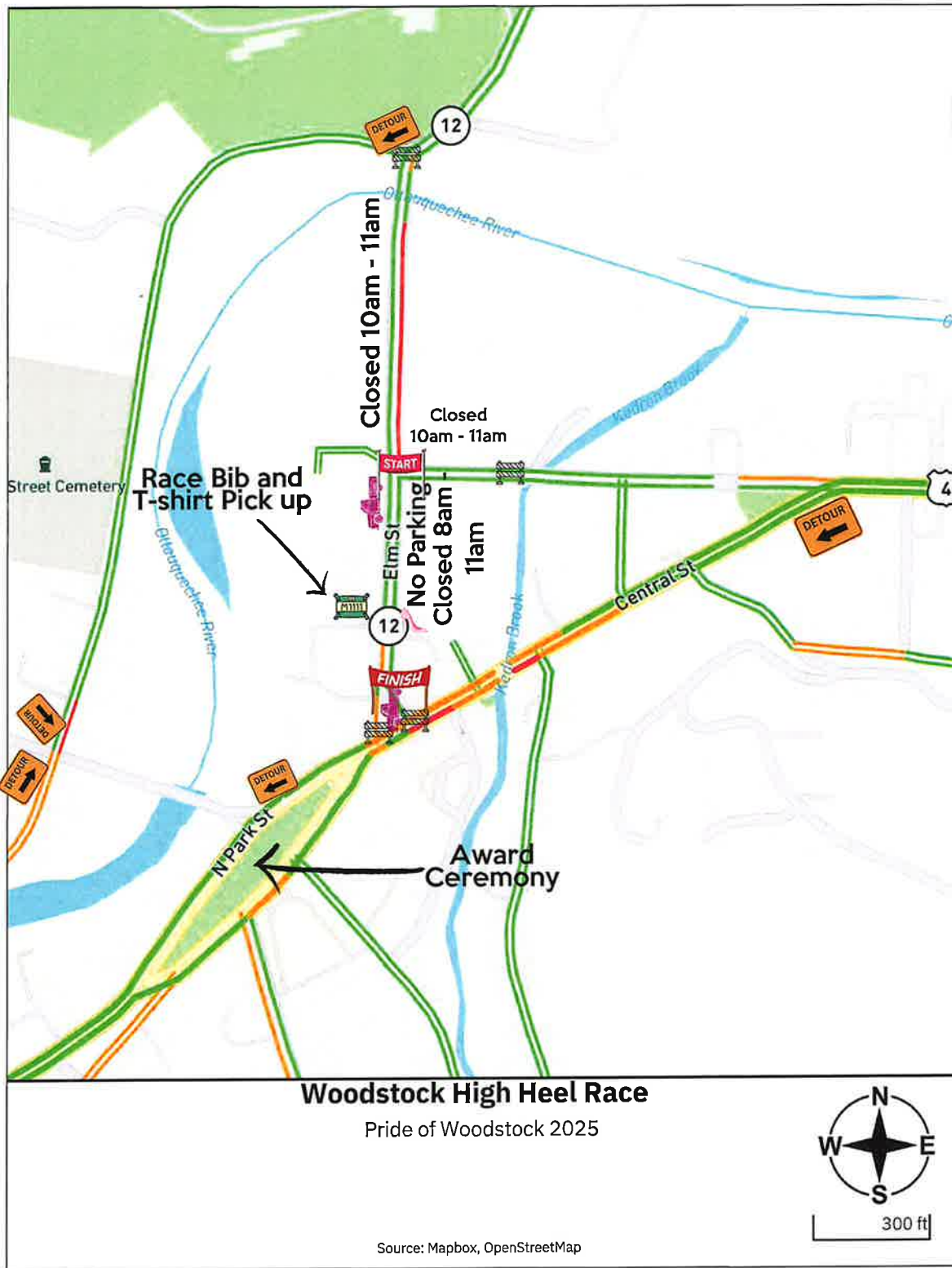
Overall Summary

CASH		CREDIT CARD		PATROLLER CARD		TOTAL	
Total Collections	77	Total Collections	939	Revenue	0	Total Transactions	1060
Revenue	\$75.45	Revenue	\$1967.50	Test Transactions	0	Total Collections	\$2042.95
Change Issued	0		\$1967.50			Revenue	\$2042.95
Refund Tickets	5						
Total Refunds	0						
Excess Payment	5						
Attendant Deposit	0						

Feb 2024
 \$ 10,516.35

Kiosk - 2042.95
 Meters - 2136.25
 Parkmobil - 4635.75
 = 8814.95

Feb 2023
 \$ 10,407.77



To: Village Trustees

From: Jon Spector

Date: March 6, 2025

RE: Bookstock – Use of Mon Vert Mini Trailer

For the upcoming Bookstock event (May 16 to 18) we are trying to utilize Woodstock-based food vendors to serve event participants on The Green and our related venues in the Village. Mon Vert has agreed to provide service on the Green for the duration of the festival (Friday at 1 pm through Sunday at 1 pm) using their 'Mon Vert Mini' trailer. Pentangle has agreed to serve lunch food on Saturday at the Pentangle Café* and we are waiting confirmation from the Butcher that they will staff a tent with lunch food on The Green.

We'd like to place the trailer on The Green itself rather than have it parked outside the fence – we think it provides a better experience for attendees, preserves parking spaces and also looks better visually.

To achieve this we need:

- ¶ Approval from the Municipal Manager or Trustees to place the trailer on The Green.
Title 9, Section 9301 of the Village Ordinances covers this situation as follows:

§9301. General prohibitions (a) No person shall drive a motor vehicle on the Village Green, except for the purpose of displaying one or more vehicles as part of a permit that has been approved by the Board. Additionally, this provision shall not apply to authorized emergency vehicles engaged in responding to an emergency call or to Village repair or maintenance vehicles, nor shall it apply when the permission of the Municipal Manager or Board has been given therefore.

We are requesting the permission of the Municipal Manager or the Trustees to proceed.

We're happy to coordinate the placement of the vehicle with the appropriate municipal department to minimize the impact of having a vehicle on the Green (although no matter its location we believe a single two-wheel trailer on the Green will have far less impact than a display of many antique cars, a type of event that is apparently considered acceptable). We are hoping to pick a location adjacent to the Info Shed to facilitate both electrical and water supply for the trailer.

- ¶ Approval from the Selectboard to install a new 50A circuit on their electrical service.
We've had an electrician examine the electric service and he has confirmed it's fairly straightforward to add the new circuit. We are approaching the Selectboard to address this requirement and proposing an approach to fund it, in a way that would allow other groups besides Bookstock to use it in the future.

We hope you will approve our use of the Mon Vert Mini trailer – we think it's an experiment that when successful will likely be repeated.

Regards.

Village of Woodstock
Permit for Use of the Village Green

Application date: January 16 2025
Event name: Puppies and Pooches On Parade
Name of non-profit organization: Friend of Norman Williams
Address: _____

Event information

Date of event: Aug 23, 2025 Time of event: 9:00 AM - 12:00 PM
Hours event will occupy the Green, including setup and cleanup time: 8:30 AM - 12:30 PM
Anticipated crowd size: 200
Will you have booths or stalls? Yes
If yes, how many? 4

Equipment to be used on the Green: Sound System, stanchions,
Decorative plastic chairs

Event description. Clearly state the scope and nature of the event to be held: _____
An amateur puppy & dog show

Traffic control plan/arrangements: If possible allowing free parking
around the Green during the event. No Law enforcement
will be necessary

Please submit a layout for the event.

An application fee of \$50 must accompany this application, as well as a Certificate of Insurance naming the Village of Woodstock as a certificate holder. Both are required before permit will be approved.

Fee paid: _____

Cash/Check/Online: _____

Received by: _____

Certificate of Insurance received: _____

Received by: _____

Both are required before permit will be

The individual designated as responsible to the Village Trustees for compliance with the provisions of the Village Ordinance governing the Use of the Village Green, certification that the organization is based in Woodstock, and the restrictions/conditions on the reverse side.

Name: Gary Honsman

Title: President of The Friends

Phone: 802 230 6600

Mailing address: P.O. Box 485 Woodstock, VT 05091

Email: ghonsman@aglobalreach.com

Restrictions/Conditions:

1. The Village Green shall be maintained in a neat and orderly condition at all times during the date of the activity and, to the extent reasonable possible, during the setup and cleanup time for such activity.
2. Any equipment installed on the Village Green in connection with the activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be installed and removed shall be installed and removed on the day of the activity. This standard shall have separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers in the Village Green or upon traffic signs, parking kiosks, or light poles surrounding the Village Green.
4. Traffic signs and parking kiosks surrounding the Village Green shall not be obstructed.
5. No structures or tents shall be erected or placed within 15 feet of the trunk of any tree in the Village Green.
6. No activity shall be conducted on or before 7:00 am or after 10:00 pm without special arrangements.
7. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Village Green.
8. Parking and traffic control:
 - a. All traffic control arrangements and site layouts shall be reasonable calculated to ensure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made recommendation of the Village Chief of Police.
 - b. Participants and sponsors parking – participants and individuals involved in providing the activities must park at locations away from the Green, including North and South Street, Union Street, Court Street, and the Village Square.
 - c. Police Officers must be furnished by and paid for by the sponsor. Please contact the Woodstock Police Department for fees and arrangements.
9. Maintenance and Damages:
 - a. All arrangements for and expenses relating to maintenance of the Village Green immediately before, during, and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	FAX (A/C, No):
Woodstock Insurance, Inc.	PHONE (A/C, No, Ext): (802) 457-1111	
59 Pleasant St.	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
Woodstock VT 05091	INSURER A: PHILADELPHIA IND INS CO	18058
INSURED	INSURER B:	
FRIENDS OF THE NORMAN WILLIAMS PUBLIC LIBRARY	INSURER C:	
PO BOX 233	INSURER D:	
WOODSTOCK VT 05091-1212	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		EV159359	08/23/2025	08/24/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PUPPIES AND POOCHES ON PARADE

CERTIFICATE HOLDER

CANCELLATION

TOWN OF WOODSTOCK

PO BOX 488

WOODSTOCK VT 05091

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Renee I. Howe

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SIDEWALK SALE MAY

VILLAGE OF WOODSTOCK

APPLICATION FOR PERMIT TO USE SIDEWALKS FOR EVENTS OR FURNITURE

Applicant name: Woodstock Area Chamber of Commerce
Applicant address: PO Box 486 Woodstock VT 05091

Mailing address: _____


Phone: 802. 457-3555

Email: bfinlayson@woodstockvt.com

Application is hereby made for a permit to use the following sections of the Village streets or sidewalks for placement of furniture.

Section of street/sidewalk: Elm St & Central Street Business District
Event name (if applicable): Woodstock Sidewalk Sale Days
Organization: WACC Are you a nonprofit? YES
Date(s) & time(s): May 29 & 30, 2025 8:00am - 7pm
For the purpose of Selling merchandise on the sidewalk

Please attach a diagram of what you have in mind, including dimensions, distance from curb, trees, light posts, parking meters, and other objects.

Signature of applicant: 
Date: 31 Jan 2025

Important – A certificate of insurance must be submitted with this application.
An application fee of \$25.00 must be submitted with this application.

COI received: _____ Application fee received: _____

The Village Trustees will consider this application at their next meeting. They meet the second Tuesday of each month. To be on the agenda, the permit needs to be submitted the Wednesday prior to the meeting. Please be advised, a representative must attend the meeting, or the application will not be considered.

Conditions:

1. Contact Chief of Police.
2. No advertisement on permitted items.

3. Permit lapses and all permission hereunder terminates upon the effective date of any amendment to this section or other related bylaw which would render the object no in compliance with the updated provisions. All permits hereunder are issued subject to changes in standards, procedures, and other provisions and no person shall be entitled to compensation for any expenses need to remain in compliance with changing provisions.
4. Applicant's signature certifies that he/she has read the ordinance and agrees to comply with all provisions.

Please mail or email completed application to:

Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

OFFICE USE ONLY

This permit is

Approved

Denied

Additional conditions: _____

Signature: _____ Date: _____

Permit #: _____

SIDEWALK SALE

AUGUST

VILLAGE OF WOODSTOCK

APPLICATION FOR PERMIT TO USE SIDEWALKS FOR EVENTS OR FURNITURE

Applicant name: Woodstock Area Chamber of Commerce
Applicant address: PO Box 486
Woodstock VT 05291
Mailing address: _____ Phone: 802.457.3535
Email: b@nlaysonwoodstockvt.com

Application is hereby made for a permit to use the following sections of the Village streets or sidewalks for placement of furniture.

Section of street/sidewalk: Elm St & Central St. Business District
Event name (if applicable): Woodstock Sidewalk Sale Days
Organization: WACC Are you a nonprofit? yes
Date(s) & time(s): Aug 15 & 16 8am - 7pm
For the purpose of Selling Merchandise

Please attach a diagram of what you have in mind, including dimensions, distance from curb, trees, light posts, parking meters, and other objects.

Signature of applicant: [Signature]

Date: 31 Jan 2025

Important – A certificate of insurance must be submitted with this application.
An application fee of \$25.00 must be submitted with this application.

COI received: _____ Application fee received: _____

The Village Trustees will consider this application at their next meeting. They meet the second Tuesday of each month. To be on the agenda, the permit needs to be submitted the Wednesday prior to the meeting. Please be advised, a representative must attend the meeting, or the application will not be considered.

Conditions:

1. Contact Chief of Police.
2. No advertisement on permitted items.

3. Permit lapses and all permission hereunder terminates upon the effective date of any amendment to this section or other related bylaw which would render the object no in compliance with the updated provisions. All permits hereunder are issued subject to changes in standards, procedures, and other provisions and no person shall be entitled to compensation for any expenses need to remain in compliance with changing provisions.
4. Applicant's signature certifies that he/she has read the ordinance and agrees to comply with all provisions.

Please mail or email completed application to:
Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

OFFICE USE ONLY

This permit is
Approved
Denied

Additional conditions: _____

Signature: _____

Date: _____

Permit #: _____

Taste of Woodstock

Town/Village of Woodstock

Application for a permit to hold a parade or event on public streets or highways

Pursuant to Title 24 V.S.A. Section 2291 (5) the Legislative Board of the Village/Town of Woodstock herewith regulates the use of public highways for parades and/or events.

Event: Taste of Woodstock
Parade/Event date: August 9, 2025 Start time: 7 AM
End time: 7 PM
Applicant/organization: Woodstock Area Chamber of Commerce
Telephone: 802.457.3555
Email: bfinlayson@woodstockvt.com
Mailing address: PO Box 488
Woodstock VT 05091
Contact person: Beth Finlayson
Best contact number: 802.558.7031
Location of assembly & beginning of event: Close Elm Street for food & music a vendor
from 7 AM -> 7 PM
Route of public highways: _____

*Attach map showing route

Traffic control (if any): Will work with the Police

Estimated number of participants: 3000

Authorized representative signature: Elizabeth R. Finlayson
Print: Elizabeth R. Finlayson

Conditions: Include Certificate of Insurance naming the Town of Woodstock as additional insured in the amount of \$2,000,000.

Please mail or email completed application to:
Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

OFFICE USE ONLY

This permit is:

- ☐ Approved
☐ Denied

Additional conditions: _____

Municipal Manager: _____
Date: _____

Wassail Parade

Town/Village of Woodstock

Application for a permit to hold a parade or event on public streets or highways

Pursuant to Title 24 V.S.A. Section 2291 (5) the Legislative Board of the Village/Town of Woodstock herewith regulates the use of public highways for parades and/or events.

Event: Wassail Parade
Parade/event date: Dec 13, 2025 Start time: 2 PM
End time: 3 PM
Applicant/organization: Woodstock Area Chamber of Commerce
Telephone: 802-457-3555
Email: bfinlayson@woodstockvt.com
Mailing address: PO Box 488
Woodstock, VT 05091
Contact person: Beth Finlayson
Best contact number: 802-558-7031
Location of assembly & beginning of event: East End
Route of public highways: Please see attached

*Attach map showing route

Traffic control (if any): Will work with Trustee & Police

Estimated number of participants: 100 -

Authorized representative signature: Elizabeth B. Finlayson
Print: Elizabeth B. Finlayson

Conditions: Include Certificate of Insurance naming the Town of Woodstock as additional insured in the amount of \$2,000,000.

Please mail or email completed application to:
Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

OFFICE USE ONLY

This permit is:

- ☐ Approved
☐ Denied

Additional conditions: _____

Municipal Manager: _____
Date: _____

WASSAIL

USE OF GREEN

Use of the Village Green Permit
Village of Woodstock

Permits must be submitted at least 30 days prior to the date of event/activity.

Date: 31 Jan 2025
Name of non-profit: Woodstock Area Chamber of Commerce
Address: PO Box 486
WOODSTOCK, 05091
Mailing address: same
Website/Social media link: www.woodstockvt.com

Name of applicant: Woodstock Area Chamber of Commerce
Address: same
Telephone number: 802.457.5555
Email: bfinlay@woodstockvt.com

A representative or designee from the organization seeking the permit must attend a meeting at which the application has been placed on the agenda. The Trustees generally meet the 2nd Tuesday of each month at 6:30 pm.

Name of authorized agent who will be attending the meeting: Beth Finlayson

Date of event: Dec 12 & Dec 13, 2025
Time & duration of event: Fri 10-6pm / Sat 8am-7pm
If applicable, alternate dates in the event of cancellation(s) due to bad weather: None

Anticipated crowd size: 5000 - 7000
Equipment to be used on the Green: maybe Firetruck, Pop up tents, Luminaries, sound equipment

Description of the planned organized activity: music, food, vendors, bar
Selling Wassail punch, hot cider

Statement of the purpose of the organized activity including the benefit to be derived for the organization: The benefit is to promote Woodstock,

and the community, various not-for-profits, and
the recurring Wassail expenses

Description of the portion of the Village Green to be used in connection with the activity: _____

East → West

Description of all arrangements made for traffic control: Will work with

the Police

Will it be necessary to drive any motor vehicles over the Village Green or display vehicles on or around the Green in connection with the activity: only if frozen

Certification by an insurance company licensed to do business in this state that the entity for which a permit is sought is presently insured in a reasonable amount for any liability which might reasonably arise by reason of such activity. The certificate of insurance must list the Village and Town of Woodstock as additional insured.

COI received: _____

Plan for trash & Recycling: will work with the Town

Fees

A non-refundable processing fee of \$50 shall accompany all applications.


Fee received: _____

In addition, a refundable security deposit of \$150 must be submitted within 14 days of permit approval. The security deposit will be refunded if the Green is left in satisfactory condition after the permitted event. Requests for security deposits must be made within 30 days after the event.

Security deposit received: _____

11. Any damage to the Village Green occurring in connection with an activity permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signatures: 

Date: 31 Jan 2025

Please call or email completed permit to:

Town of Woodstock
PO Box 488
Woodstock, VT 05091

Permits@townofwoodstock.org

FOR OFFICE USE ONLY

This permit was:

☒ Approved

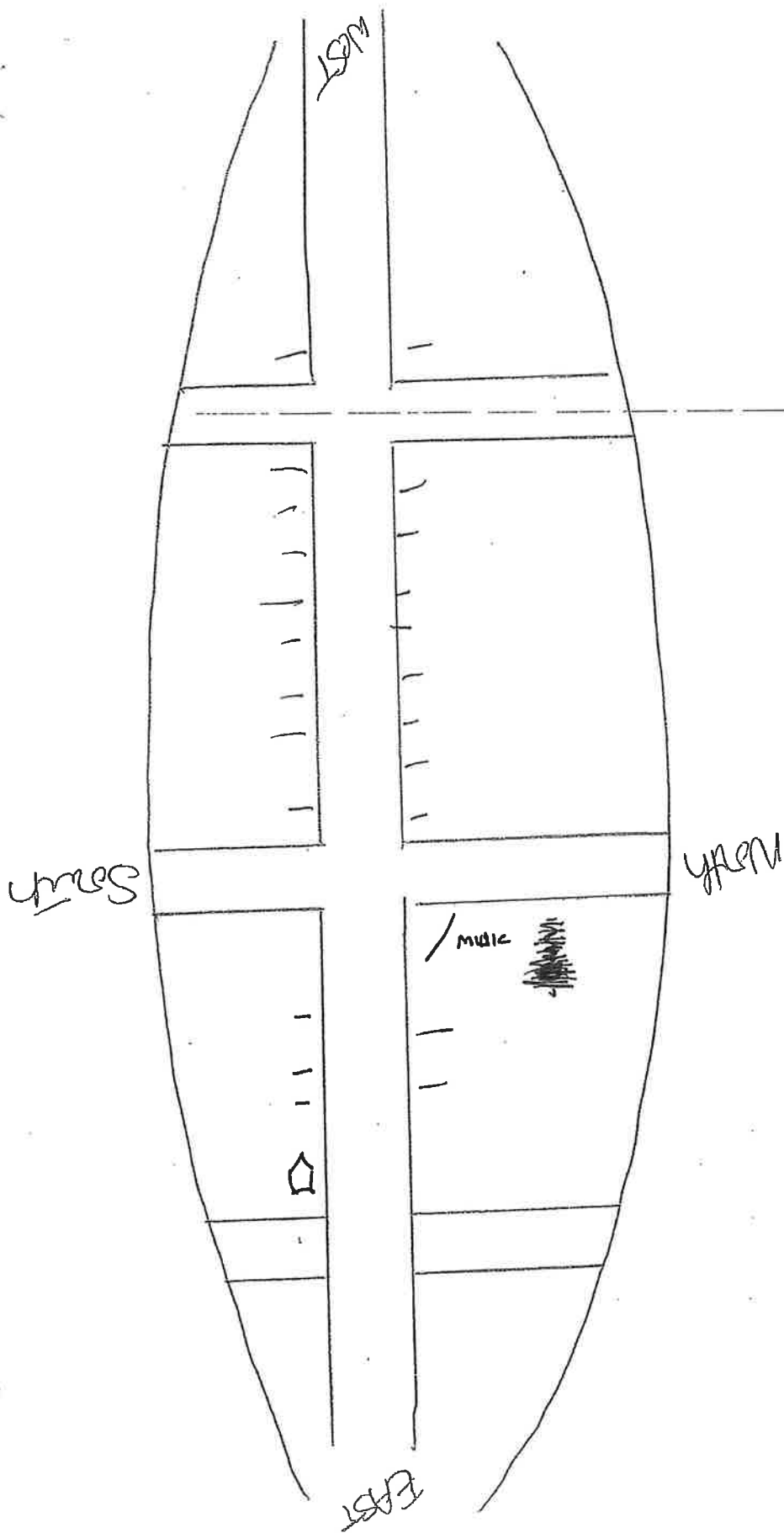
☐ Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

Permit #: _____



WASSAIL Banner

Village of Woodstock Permit for Banner on Village Green

Application date: 31 Jan 2015 Event name: Wassail
Name of non-profit organization: Woodstock Area Chamber of Commerce
Address: PO Box 484 Woodstock VT 05291
Dates requested for banner: Dec 8, 2015 - Dec 15, 2015 Date of event: 12/12 - 12/14

Individual requesting permit:
Name: Elizabeth Finkelson Title: Executive
Phone: 802-457-3555
Mailing address: PO Box 484
Email: b.finkelson@woodstockvt.com

An application fee of \$50.00 must accompany this application.

Fee paid: _____ Cash/Check/Online: _____
Received by: _____

Banner requirements:

- 2 banners (one to place at each end of the Green)

All banners must be:

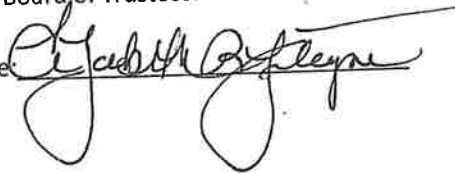
- Less than 9' long x 30"-36" wide
- Have grommets and wind slots

Please be advised that applications must be approved by the Village Trustees. The Trustees meet the 2nd Tuesday of each month. Applications are due the Wednesday prior to the meeting. In order to get your approval in a timely manner, please get permits in early to guarantee they are placed on the agenda. If you turn the application in late your permit will not be considered.

If approved, please bring your banner to the Woodstock Town Hall Municipal Office so we can have our Village Highway crew put up the banners for you.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signature: _____



Date: _____

WASSAIL Use of Gore

Use of the Gore Permit Village of Woodstock

Permits must be submitted at least 30 days prior to the date of event/activity.

Date: 13 Dec 2025 (Application Date 1.31.25)

Name of non-profit: Woodstock Area Chamber

Address: PO Box 486

Woodstock VT 05091

Mailing address: same

Website/Social media link: www.woodstockvt.com

Name of applicant: same

Address: _____

Telephone number: 802.457.3555

Email: bfinlayson@woodstockvt.com

A representative or designee from the organization seeking the permit must attend a meeting at which the application has been placed on the agenda. The Trustees generally meet the 2nd Tuesday of each month at 6:30 pm.

Name of authorized agent who will be attending the meeting: Bill Finlayson

Date of event: 13 Dec. 2025

Time & duration of event: 8:30 AM - 5 PM

If applicable, alternate dates in the event of cancellation(s) due to bad weather: None

Equipment to be used on the Gore: - T13D

Description of the planned organized activity: Sales of Items on the Gore

Statement of the purpose of the organized activity including the benefit to be derived for the organization: A local not-for-profit - ie fire dept.

Certification by an insurance company licensed to do business in this state that the entity for which a permit is sought is presently insured in a reasonable amount for any liability which might reasonably arise by reason of such activity. The certificate of insurance must list the Village and Town of Woodstock as additional insured.

COI received: _____

Plan for trash & Recycling: _____

Fees

A non-refundable processing fee of \$25 shall accompany all applications.

Fee received: _____

In addition; a refundable security deposit of \$150 must be submitted within 14 days of permit approval. The security deposit will be refunded if the Gore is left in satisfactory condition after the permitted event. Requests for security deposits must be made within 30 days after the event.

Security deposit received: 150

Standards

1. The Gore shall be maintained in a neat and orderly condition at all times during the date of any authorized activity and also, the extent reasonably possible, during the setup and cleanup time for such activity.
2. Any equipment installed or items on display on the Gore in connection with an activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be easily installed and removed shall be installed and removed on the day of the activity. This standard shall have a separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers located in or on the Gore or upon traffic signs, parking meters, or light poles surrounding the Gore.
4. No structures shall be erected or placed within 15 feet of the trunk of any tree in the Gore.
5. Traffic signs and parking meters surrounding the Gore shall not be obstructed.
6. All traffic control arrangements and site layouts shall be reasonably calculated to ensure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the

- Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made and the recommendations of the Village Chief of Police.
7. No activity shall be carried on before 8:00 am or after 10:00 pm.
 8. Applications shall be considered by the Board in the order in which completed applications are submitted to the Municipal Manager. Permits may be granted to two or more non-profit organizations from Woodstock for the same date and/or times provided the granting of such permits shall not cause a conflict in the use of any portion of the Gore.
 9. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Gore.
 10. All arrangements for and expenses relating to maintenance of the Gore immediately before, during, and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.
 11. Any damage to the Gore occurring in connection with an activity permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signatures: _____

Date: 31 Jan 2025

Please call or email completed permit to:

Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

FOR OFFICE USE ONLY

This permit was:

Approved
Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

Permit #: _____

Art Fest Use of Green

Use of the Village Green Permit Village of Woodstock

Permits must be submitted at least 30 days prior to the date of event/activity.

Date: 31 Jan 2025
Name of non-profit: Woodstock Chamber of Commerce
Address: PO Box 484
Woodstock VT 05091
Mailing address: _____

Website/Social media: www.woodstockvt.com

Name of applicant: Beth Finlayson
Address: same
Telephone number: 802.457.3555
Email: bfinlayson@woodstockvt.com

A representative or designee from the organization seeking the permit must attend a meeting at which the application has been placed on the agenda. The Trustees generally meet the 2nd Tuesday of each month at 6:30 pm.

Name of authorized agent who will be attending the meeting: Beth Finlayson

Date of event: June 4, 2025 - October 15, 2025

Time & duration of event: 1 PM - 7 PM

If applicable, alternate dates in the event of cancellation(s) due to bad weather: NO

Anticipated crowd size: _____

Equipment to be used on the Green: TENTS 10x10, TABLES

Description of the planned organized activity: Local Vendors Selling
Produce, prepared foods, crafts, spirit tasting & spirits,
Childrens activities and music - Wednesdays

Statement of the purpose of the organized activity including the benefit to be derived for the organization: The Chumlan Starts, organizes and vets

the events - we make a small income &
go towards 2024

Description of the portion of the Village Green to be used in connection with the activity: _____

90% of the Green east & west

Description of all arrangements made for traffic control: will make off

to parking spaces for vendors → they will
move to elementary school or other parking spaces
away from the green

Will it be necessary to drive any motor vehicles over the Village Green or display vehicles on or around the Green in connection with the activity: maybe the fire truck

Certification by an insurance company licensed to do business in this state that the entity for which a permit is sought is presently insured in a reasonable amount for any liability which might reasonably arise by reason of such activity. The certificate of insurance must list the Village and Town of Woodstock as additional insured.

COI received: _____

Plan for trash & Recycling: Vendors are responsible for
TRASH

Fees

A non-refundable processing fee of \$50 shall accompany all applications.

Fee received: _____

In addition, a refundable security deposit of \$150 must be submitted within 14 days of permit approval. The security deposit will be refunded if the Green is left in satisfactory condition after the permitted event. Requests for security deposits must be made within 30 days after the event.

Security deposit received: _____

Fees for private events:

Permitted private events are subject to a usage fee based on the number of people expected to attend.

5-25 people - \$150

26-50 people - \$300

50-75 people - \$450

75-100 people - \$550

Fee received: _____

Standards

1. The Village Green shall be maintained in a neat and orderly condition at all times during the date of any authorized activity and also, the extent reasonably possible, during the setup and cleanup time for such activity.
2. Any equipment installed or items on display on the Village Green in connection with an activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be easily installed and removed shall be installed and removed on the day of the activity. This standard shall have a separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers located in or on the Village Green or upon traffic signs, parking meters, or light poles surrounding the Village Green.
4. No structures shall be erected or placed within 15 feet of the trunk of any tree in the Village Green.
5. Traffic signs and parking meters surrounding the Village Green shall not be obstructed.
6. All traffic control arrangements and site layouts shall be reasonably calculated to ensure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made and the recommendations of the Village Chief of Police.
7. No activity shall be carried on before 8:00 am or after 10:00 pm.
8. Applications shall be considered by the Board in the order in which completed applications are submitted to the Municipal Manager. Permits may be granted to two or more non-profit organizations from Woodstock for the same date and/or times provided the granting of such permits shall not cause a conflict in the use of any portion of the Village Green.
9. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Village Green.
10. All arrangements for and expenses relating to maintenance of the Village Green immediately before, during, and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.

11. Any damage to the Village Green occurring in connection with an activity permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signatures: _____

Date: _____

Please call or email completed permit to:

Town of Woodstock

Permits@townofwoodstock.org

PO Box 488

Woodstock, VT 05091

FOR OFFICE USE ONLY

This permit was:

Approved

Denied

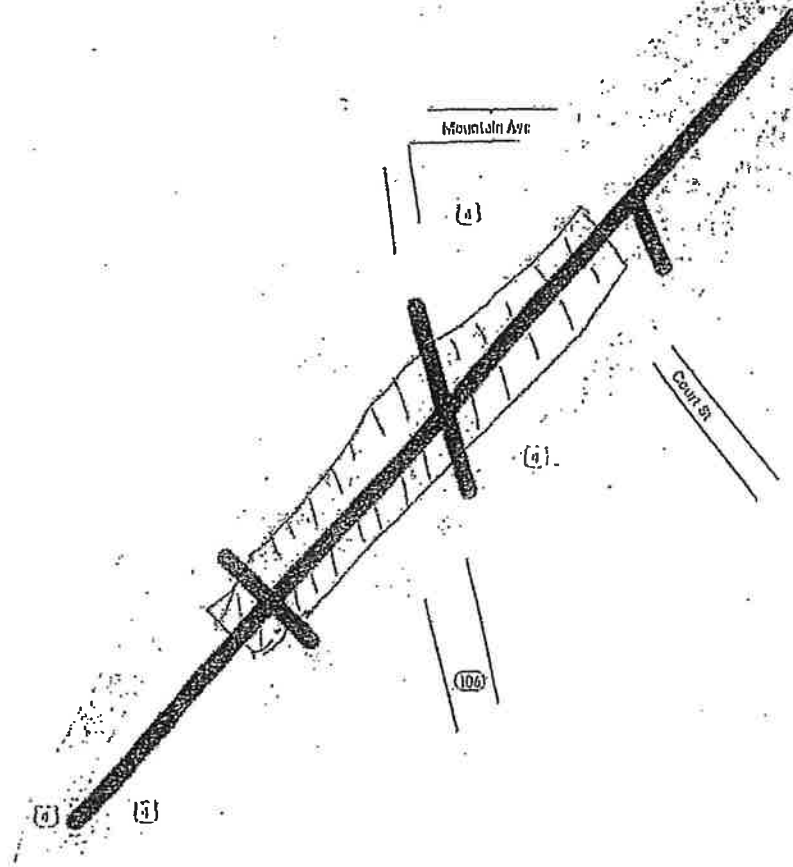
Additional conditions: _____

Municipal Manager: _____

Date: _____

Permit #: _____

Please use this to show the layout of the event;



PO Box 488
Woodstock VT 05091

nnourse@townofwoodstock.org

Art Fest Banner

Village of Woodstock Permit for Banner on Village Green

Application date: 31 Jan 2025 Event name: Woodstock Art Festival
Name of non-profit organization: Woodstock Area Chamber of Commerce
Address: PO Box 486 Woodstock VT 05091

Dates requested for banner: Sept 2 - Sept 8, 2025 Date of event: Sept 6 & 7, 2025

Individual requesting permit:

Name: Beth Finlayson Title: Executive
Phone: 802-457-6555
Mailing address: Same
Email: bfinlayson

An application fee of \$50.00 must accompany this application.

Fee paid: _____ Cash/Check/Online: _____
Received by: _____

Banner requirements:

- 2 banners (one to place at each end of the Green)

All banners must be:

- Less than 9' long x 30"-36" wide
- Have grommets and wind slots

Please be advised that applications must be approved by the Village Trustees. The Trustees meet the 2nd Tuesday of each month. Applications are due the Wednesday prior to the meeting. In order to get your approval in a timely manner, please get permits in early to guarantee they are placed on the agenda. If you turn the application in late your permit will not be considered.

If approved, please bring your banner to the Woodstock Town Hall Municipal Office so we can have our Village Highway crew put up the banners for you.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signature: _____



Date: _____



market on the Green

Use of the Village Green Permit Village of Woodstock

Permits must be submitted at least 30 days prior to the date of event/activity.

Date: 31 Jan 2025
Name of non-profit: Woodstock Area Chamber Commerce
Address: PO Box 486
Woodstock VT 05091
Mailing address: same
Website/Social media link: WoodstockVT.com

Name of applicant: Woodstock Area Chamber of Commerce
Address: PO Box 486
Telephone number: 802.457.3555
Email: bfinlayson@woodstockvt.com

A representative or designee from the organization seeking the permit must attend a meeting at which the application has been placed on the agenda. The Trustees generally meet the 2nd Tuesday of each month at 6:30 pm.

Name of authorized agent who will be attending the meeting: Beth Finlayson

Date of event: Sept. 12th 2025
Time & duration of event: 10am - 4pm (tents may be set up Friday night)
If applicable, alternate dates in the event of cancellation(s) due to bad weather: no

Anticipated crowd size: 200 (+/-)
Equipment to be used on the Green: Pop-up tents

Description of the planned organized activity: Art festival with artists from New England and music

Statement of the purpose of the organized activity including the benefit to be derived for the organization: _____

To bring people to the Village during a
quiet time of year; post labor day.

Description of the portion of the Village Green to be used in connection with the activity: _____

East to West

Description of all arrangements made for traffic control: _____

will work
with the police

Will it be necessary to drive any motor vehicles over the Village Green or display vehicles on or around the Green in connection with the activity: _____

Certification by an insurance company licensed to do business in this state that the entity for which a permit is sought is presently insured in a reasonable amount for any liability which might reasonably arise by reason of such activity. The certificate of insurance must list the Village and Town of Woodstock as additional insured.

COI received: _____

Plan for trash & Recycling: - Food Vendor > must recycle
and trash

Fees

A non-refundable processing fee of \$50 shall accompany all applications.

Fee received: _____

In addition, a refundable security deposit of \$150 must be submitted within 14 days of permit approval. The security deposit will be refunded if the Green is left in satisfactory condition after the permitted event. Requests for security deposits must be made within 30 days after the event.

Security deposit received: _____

Fees for private events:

Permitted private events are subject to a usage fee based on the number of people expected to attend.

5-25 people - \$150

26-50 people - \$300

50-75 people - \$450

75-100 people - \$550

Fee received: _____

Standards

1. The Village Green shall be maintained in a neat and orderly condition at all times during the date of any authorized activity and also, the extent reasonably possible, during the setup and cleanup time for such activity.
2. Any equipment installed or items on display on the Village Green in connection with an activity shall be installed no sooner than 24 hours prior to the scheduled date of the activity and shall be removed no later than 24 hours after the scheduled date of the activity, provided however, any equipment which can be easily installed and removed shall be installed and removed on the day of the activity. This standard shall have a separate application to any alternate date not immediately following the scheduled date.
3. No signs or equipment shall be attached to or installed upon trees or historic/memorial markers located in or on the Village Green or upon traffic signs, parking meters, or light poles surrounding the Village Green.
4. No structures shall be erected or placed within 15 feet of the trunk of any tree in the Village Green.
5. Traffic signs and parking meters surrounding the Village Green shall not be obstructed.
6. All traffic control arrangements and site layouts shall be reasonably calculated to ensure the maximum safety of the public and to cause the least possible inconvenience to the public. Descriptions of arrangements for traffic control shall include the recommendations of the Village Chief of Police with respect thereto and shall clearly state any variances between actual arrangements made and the recommendations of the Village Chief of Police.
7. No activity shall be carried on before 8:00 am or after 10:00 pm.
8. Applications shall be considered by the Board in the order in which completed applications are submitted to the Municipal Manager. Permits may be granted to two or more non-profit organizations from Woodstock for the same date and/or times provided the granting of such permits shall not cause a conflict in the use of any portion of the Village Green.
9. Consideration may be given as to whether an applied for activity, if permitted, would unreasonably restrict the public access to and use of the Village Green.
10. All arrangements for and expenses relating to maintenance of the Village Green immediately before, during, and immediately after a permitted activity and traffic control during a permitted activity, shall be the responsibility of the permittee.

11. Any damage to the Village Green occurring in connection with an activity permitted hereunder shall be repaired at the expense of the permittee. At the option of the Board, any repair so required shall be arranged by the Board or by the permittee.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signatures: _____

Date: _____

Please call or email completed permit to:

Town of Woodstock

Permits@townofwoodstock.org

PO Box 488

Woodstock, VT 05091

FOR OFFICE USE ONLY

This permit was:

Approved

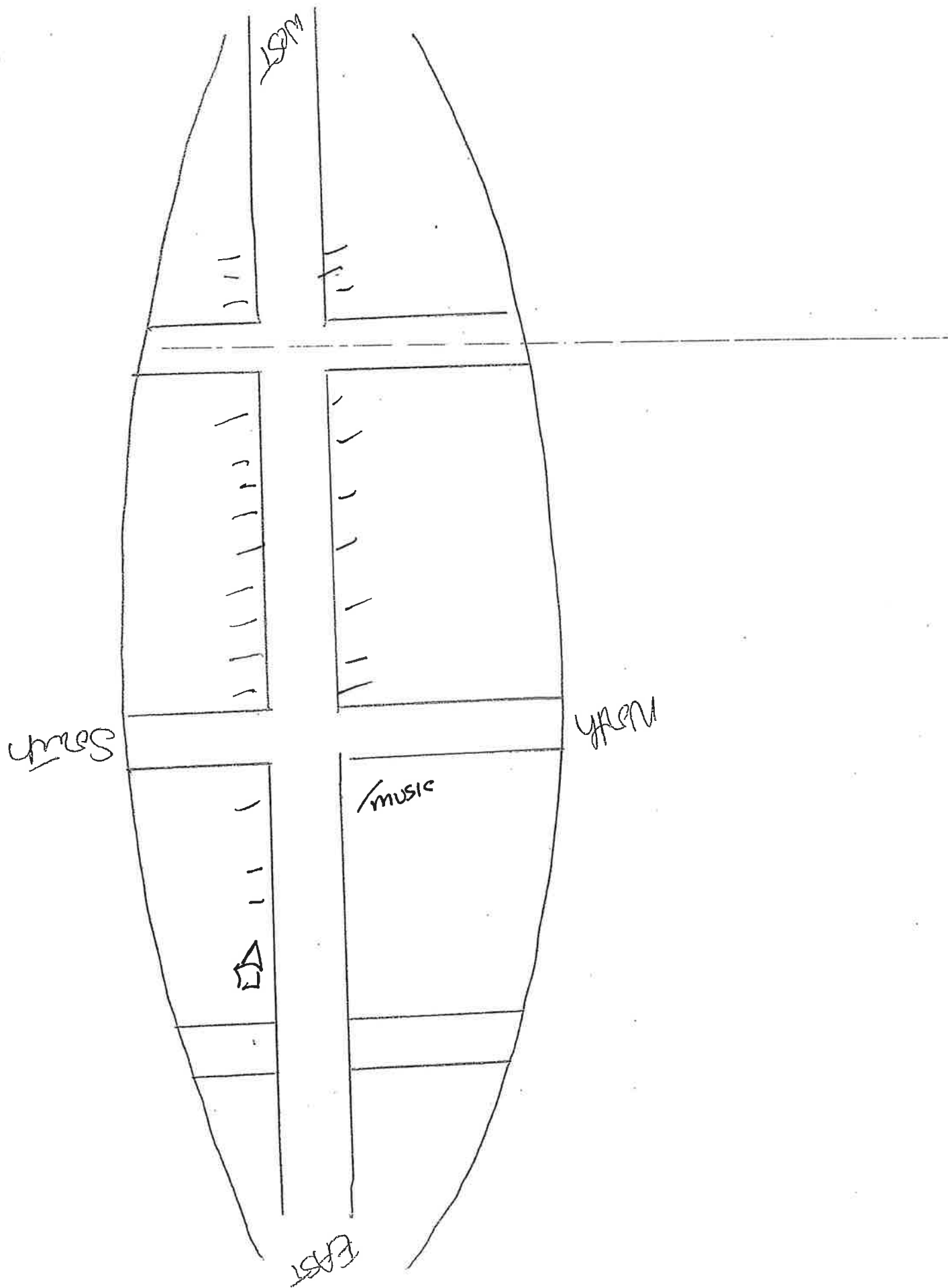
Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

Permit #: _____



[illegible]



KEYSTONE BLOCK

Transforming 3-5 Elm Street, 6 Central St

Vision: Creating a revitalized, sustainable hub



Key Benefits:

- Community Impact: Renovates key historic building, enhances local economy, creates jobs, and homes
- Sustainability Leadership: Showcases net climate-positive infrastructure and ethical development
- Financial Viability: Balances mix of equity, grants, and debt to ensure a sustainable model

SEEKING PLANNING GRANT

Vermont Community Development Program (VCDP)

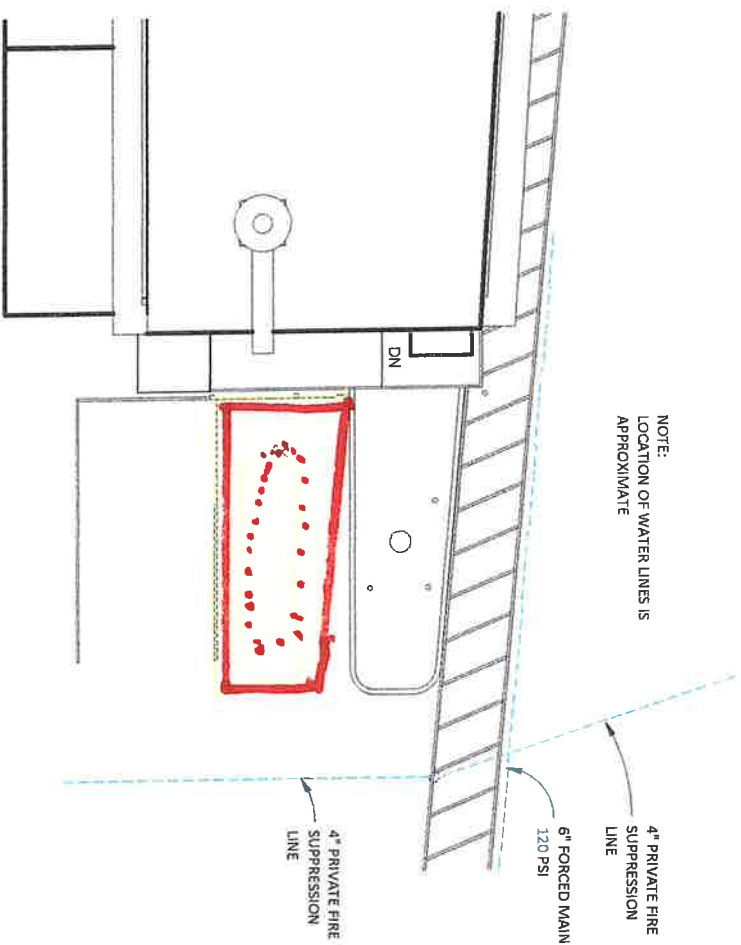
Up to \$60K for planning agenda items

Any Vermont town, city (except Burlington), or incorporated village chartered to function as a general-purpose unit of local government, or a c eligible to apply through VCDP for a CDBG grant. However, the majority of projects are a coordinated effort between the municipalities, com and local or state non-profit organizations.

Grant Structure & Requirements

Grant Structure & Requirements	
1. Grant Recipient & Administration <ul style="list-style-type: none">• The Town of Woodstock would be the grant recipient• Keystone Block LLC I would serve as a subcontractor	2. Restrictions on Grant Funds (Eligible) <ul style="list-style-type: none">• Technical expertise to evaluate project feasibility• Development of strategic approaches
3. Grant Timeline & Key Dates <ul style="list-style-type: none">• Pre-Application Submitted & Approved: 1/22/25• Public Hearing Notice Issued by Town: 3/19/25• Public Hearing Date: 4/03/25• Final Application Submission Deadline: 4/08/25• Grant Decision Announcement: 6/05/25	4. Site-Specific Planning & Access Requirements <ul style="list-style-type: none">• Adequate access to the site throughout its duration• Letter from the property owner, confirming:<ol style="list-style-type: none">1. Support for the study's scope of work2. Access to the property3. Availability of the property throughout the study4. A willingness to sell the property

Red Apron Pizzeria



① EXISTING WATER LINES
1/8" = 1'-0"

Existing Water Lines

SK-8

December 18, 2024
1/8" = 1'-0"



**Village of Woodstock
Board of Trustees Meeting
February 11th, 2025
6:30PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy, Kitty Mears Koar

Public: Amy Jenne, Jim Ford, Nancy Nutile-McMenemy, Joe DiNatale, Wendy Spector

Call to order

1. Vice Chair Jeffrey Kahn to call the February 11th Village Trustees meeting to order at 6:30 PM.

B. Additions and Deletions

Addition- Woodstock Snowboard Team Use of Green Permit

Deletion- Permit/rules for parking meter flag holders

C. Citizen's Comments

Kitty Mears Koar noted that she was available on Zoom if any questions came up about permits.

D. Reports

Manager's Report

Eric Duffy provided updates on various maintenance activities, including painting the Town Hall and construction in the building. He also thanked the Public Works crew's efforts during this winter continued storms during holiday and weekends.

Eric Duffy reported on the Selectboard's progress with Water System ownership, expected to close by the end of March.

The Zoning Office is fully staffed with Emily Collins and Molly Maxim being new staff members.

Jeffrey Kahn asked about the speed sign at the elementary school, and Eric Duffy confirmed it will be addressed.

Financial Report

Eric Duffy noted that salaries are not included in the financial report under expenses as we transition to the payroll software.

Eric Duffy noted \$50,000 of revenue is not included in this finance report because some months have not been reconciled.

Jeffrey Kahn asked about Building Maintenance at the Police building on page 9.

E. Votes

Girl Scout Troop 60419 Sidewalk Permit

Jeffrey Kahn introduced the first permit application from Girl Scout Troop 06419 for Sidewalk Permits for cookie booths in front of the Village Butcher.

Any Jenne from the Girl Scouts confirmed the details of the permit, including insurance coverage and parent chaperones.

Motion: By Lisa Lawlor to approve the permit for the Girl Scout Troop 60419 Sidewalk Permit as presented (6:38PM)

Seconded: Jeffrey Kahn

Vote: 4-0-0 passed

Veteran's Day Parade Permit and Memorial Day Parade Permit

Jim Ford presented permits for the Memorial Day Parade and Veterans Day Parade, noting no changes from previous years.

Lisa Lawlor asked if they would need police presents for the parades, how much time do they need police presents.

Lisa Lawlor asked if they had ever paid for Police Officers in the past.

Motion: By Brenda Blakeman to approve the Veteran's Day Parade Permit and Memorial Day Parade Permit as presented (6:41PM)

Seconded: Lisa Lawlor

Vote: 4-0-0 passed

Prouty Ultimate Permit

No representatives from the Prouty were in attendance at the meeting, Kitty Mears Koar confirmed that the permit was all set. Lisa Lawlor asked to have Kitty Mears Koar email Christopher McCown regarding Police presents for the Parade.

Motion: By Lisa Lawlor to approve the Prouty Ultimate Permit under the condition that police coverage is provided as in the past (6:44PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

Covered Bridge Half Marathon Permit

The board discussed the Covered Bridge Half Marathon permit, Nancy Nutile-McMenemy confirming they always pay for parking in Woodstock and the Windsor County Sheriff.

Motion: By Frank Horneck for the application of the Covered Bridge Half Marathon to be accepted as presented (6:46PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

WUHS Banner Permit

The Woodstock Union High School banner permit is discussed, with confirmation from Kitty Mears Koar that it aligns with Pride Weekend and the Garden Club's Green Banner permits with no conflict.

Motion: By Lisa Lawlor that the WUHS Banner Permit be accepted as presented (6:48PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

Woodstock Snowboard Team

Sierra Bystrak from the Woodstock Snowboard Team requested a permit for a raffle on the Village Green to raise funds for their program.

The board discussed using the Gore instead of Village Green, considering better traffic and visibility.

Motion: By Lisa Lawlor to approved the use of the Gore permit for the Woodstock Snowboard Team Permit (6:52PM)

Seconded: Frank Horneck

Vote: 4-0-0 passed

F. Signature

Village Meeting Day Warning

Motion: By Jeffrey Kahn to approve the Village Warning 2025 as presented (6:53PM)

Seconded: Lisa Lawlor

Vote: 4-0-0 passed

G. Discussion

Woodstock Village Conservancy (6:54PM)

Wendy Spector presented the Woodstock Village Conservancy's mission to gain support for their work and plans to restore the Village Green and improve village safety.

The group believed public spaces are economic drivers and reflect the community's values. They aim to create sustainable, well-kept public spaces connected by safe and accessible pathways.

The group recognized the municipality's limited resources and plans to focus on intentional design, environmental sustainability, and maintenance.

Wendy Spector introduced the Green Streets Framework developed by the Vermont Urban and Community Forestry Program.

The framework has three pillars: place making, mobility, and storm water infrastructure. Place making emphasizes health, economic vitality, and quality of life, encouraging community engagement and investment. Mobility focuses on safe access for pedestrians, bicyclists, and motorists, with amenities like benches and shade trees. Green storm water infrastructure involves increasing permeable surfaces to intercept, hold, and treat water.

The group has been doing community outreach, establishing partnerships, and securing seed funding.

Wendy Spector acknowledged potential resistance and obstacles but is committed to overcoming them.

Wendy Spector outlined the challenges of the Village Green: lack of intentionality, insufficient maintenance, and unsafe conditions.

Lisa Lawlor expressed concerns about public support and the need for a public forum.

Wendy Spector clarified that this meeting is their first public forum and aims to gain official recognition and support.

Jeffrey Kahn supported the group's endeavor and suggested moving forward with the concept.

Eric Duffy asks for clarification on the level of support needed from the Town.

Jeffrey Kahn suggested the board support the group's endeavor and work out details as they proceed.

Lisa Lawlor emphasized the need for a process that involves town management and avoids steamrolling.

Wendy Spector outlined the next steps: conducting audits, seeking funding, and working with the Selectboard.

Updating Village Permits (7:32PM)

The board spoke briefly about the municipal permits, noting that Seton McIlroy and Kitty Mears Koar are working on the fee structure, it will be discussed more at next month's meeting.

Parking Ordinance (7:34PM)

Lisa Lawlor raised concerns about the town's parking ordinance and the need for a comprehensive review.

Jeffrey Kahn suggested discussing the possibility of raising parking meter rates to reduce the tax rate.

The board agrees to consider the proposal and place it on the agenda for the next meeting.

Paid Police Details

Lisa Lawlor noted that she asked all the permit applications in the meeting who has paid for police detail in the past.

The board agreed that a change in police detail for permits such as parade permits is needed, and a decision needs to be made.

Eric Duffy and other board members discussed the details for police detail for events.

H. Executive Session 1 V.S.A 313

Motion: By Jeffrey Kahn to enter Executive Session 1 V.S.A 313 (7:51PM)

To discuss pending probable civil litigation or prosecution to which the public body is or maybe a party

Seconded: Brenda Blakeman

Vote: 4-0-0 passed (Returned 8:09PM)

I. Other Business -None

J. Approval of Minutes

Motion: By Lisa Lawlor to approve the Minutes 01.13.25

01.14.25 – With Change of Adding (s) to Trustee(s) on page 2 (8:11PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

J. Adjournment

Motion: by Jeffrey Kahn to adjourn the meeting at (8:54PM)

Seconded: Brenda Blakeman

Vote: 4-0-0, passed.

*Respectfully submitted,
Kitty Mears Koar*

Village of Woodstock
Board of Trustees Meeting
February 25th, 2025
5:15 PM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.

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

Staff: Stephanie Appelfeller

Public: Nate Freund

Call to order

1. Chair Seton McIlroy to call the February 25th Village Trustees meeting to order at 5:15 PM.

B. Additions and Deletions -none

C. Citizen's Comments -None

D. Votes

Vote to Approve Zoning Letter 431 Woodstock Road

Seton McIlroy introduced the first vote of the evening, a zoning letter for a proposed restaurant and bike shop at 431 Woodstock Road.

The proposed restaurant and bike shop are seeking additional parking at East End Park and street parking along Route 4.

Nate Freund explained the details of the restaurant and bike shop.

Motion: By Jeffrey Kahn to accept the letter as presented (5:16 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Vote to Approve Legal Contract and Hearing Officer

Seton McIlroy introduced the next item on the agenda, which involved a vote to approve a legal contract and Hearing Officer for an employment hearing.

Seton McIlroy explained the need for a Hearing Officer to manage the process and mentioned conversations with law firms, including Monaghan Safar.

A contract from Monaghan Safar has been sent to all Trustees, and the attorney will manage pre-hearing matters and advise the Trustees.

Motion: By Chair Seton McIlroy to enter into the Engagement Agreement with Monaghan Safar, with Chair Seton McIlroy as the liaison to attorney Brian Monaghan relative to appeal hearing and to authorize attorney Monahan to decide and rule upon all necessary prehearing matters. However, the Woodstock Village Board of Trustees will retain the ultimate authority to make all substantive decisions in this appeal proceeding

(5:22PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

E. Other Business -None

J. Adjournment

Motion: by Seton McIllorey to adjourn the meeting at (5:22PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0, passed.

*Respectfully submitted,
Kitty Mears Koar*