

Village of Woodstock
Board of Trustees
November 10th, 2025
6:00PM
Town Hall & Zoom
Agenda

- A. Call to order
- B. Additions and Deletions to posted agenda
- C. Citizens' Comment – Three Minute Limit
- D. Reports
 - a. Manager's Report
 - b. Financial Report
 - c. Police Report
- E. Votes
 - Village Parking Ordinance Update
 - Woodstock Rotary- Carriage Rides – Parade Permit
 - Woodstock Rotary- Carriage – Use of Gore
 - Letter of Support: Woodstock School System
- F. Discussion
 - Woodstock Rotary Star Project
 - Halloween Follow-Up
 - Planning Commission bylaw updates
 - Firework Committee update
 - Wassail Porta-potties
 - Wassail Committee Update
 - Trustee's specific goals/priorities for upcoming year
 - FY27 budget discussion
 - Parking Meter discussion
- G. Potential Executive Session 1 V.S.A 313
 - Contract: Library Parking Lot Lease
- H. Other Business
- I. Approval of Minutes
 - 10.14.25
 - 10.23.25
- J. Adjournment

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.

11/05/25
03:09 pm

WOODSTOCK TOWN General Ledger
Current Yr Pd: 5 - Budget Status Report
VILLAGE GENERAL FUND

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Robert Densmore

Account	Budget	Actual	% of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	764,197.13	0.00	0.00%
2-4009-000 National Park Land Trust	14,600.00	0.00	0.00%
Total REAL ESTATE TAX REVENUE	778,797.13	0.00	0.00%
2-401 HIGHWAY REVENUE			
Total HIGHWAY REVENUE	0.00	0.00	0.00%
2-402 FEES & PERMITS			
2-4025-000 Use of Green	1,000.00	775.00	77.50%
2-4026-000 Curb Cuts Permits	300.00	100.00	33.33%
Total FEES & PERMITS	1,300.00	875.00	67.31%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	25,000.00	2,000.00	8.00%
2-4042-000 Fines	50.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	25,050.00	2,000.00	7.98%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	50,000.00	9,874.50	19.75%
2-4052-000 Zoning Maps & Regulations	0.00	10.00	100.00%
2-4053-000 Yard Sale Permits	50.00	40.00	80.00%
Total PLANNING & ZONING	50,050.00	9,924.50	19.83%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	30,000.00	11,864.00	39.55%
2-4062-000 Parking Meter Revenue	60,000.00	8,752.28	14.59%
2-4063-000 Police Contracts	10,400.10	6,675.00	64.18%
2-4064-000 Misc Police Revenue	2,500.00	5,545.00	221.80%
2-4065-000 Moving Violations - VTTC	35,000.00	568.23	1.62%
2-4066-000 False Alarms	3,000.00	0.00	0.00%
2-4067-000 Town Services	473,270.67	0.00	0.00%
2-4068-000 Courthouse parking	9,270.00	10,400.10	112.19%
2-4069-000 CreditCardsPermitsParking	98,000.00	11,481.92	11.72%
Total POLICE REVENUE	721,440.77	55,286.53	7.66%
2-407 INTEREST INCOME			
2-4071-000 General Interest Income	32,500.00	3,182.30	9.79%
Total INTEREST INCOME	32,500.00	3,182.30	9.79%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	20,083.75	502.09%
2-4098-000 Prior Year Adjustments	1,700.00	0.00	0.00%

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Account	Budget	Actual	Actual % of Budget
Total MISCELLANEOUS	5,700.00	20,083.75	352.35%
2-41 EAST END			
2-4101-000 East End Revenue	2,800.00	0.00	0.00%
Total EAST END	2,800.00	0.00	0.00%
2-43 IRENE RECOVERY REVENUE			
Total IRENE RECOVERY REVENUE	0.00	0.00	0.00%
2-44 GRANT REVENUE			
2-4414-000 DUI Enforcement Grant Rev	15,000.00	8,980.04	59.87%
Total GRANT REVENUE	15,000.00	8,980.04	59.87%
2-470 TRANSFERS IN			
2-4702-000 Transfer from Trustee	0.00	3,400.00	100.00%
Total TRANSFERS IN	0.00	3,400.00	100.00%
2-480 COMMUNITY CONTRIBUTIONS			
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
Total Revenues	1,632,637.90	103,732.12	6.35%
2-500 SPECIAL ARTICLES			
2-5001 GRANTS/CONTRIB-TRUST FUND			
Total GRANTS/CONTRIB-TRUST FUND	0.00	0.00	0.00%
2-5002 GRANTS/CONTRIB-GENL FUND			
Total GRANTS/CONTRIB-GENL FUND	0.00	0.00	0.00%
Total SPECIAL ARTICLES	0.00	0.00	0.00%
2-501 ADMINISTRATION			
2-5011 TRUSTEES			
2-5011-100 Salaries & Wages	3,750.00	0.00	0.00%
2-5011-197 Employer healthcare cost	165,853.61	54,451.22	32.83%
2-5011-198 CCC Tax Village	2,982.72	1,180.43	39.58%
2-5011-199 Employer Paid Benefits	230.00	0.00	0.00%
2-5011-302 Legal Fees	5,000.00	7,610.00	152.20%
2-5011-603 Dues, Subs & Meetings	100.00	140.94	140.94%
2-5011-612 Printing Village Report	1,500.00	0.00	0.00%
2-5011-613 Tree Fund	10,000.00	0.00	0.00%

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2-5011-615 Advertising	1,000.00	0.00	0.00%
2-5011-616 WES Parking lot	1,000.00	0.00	0.00%
2-5011-815 Insurance	97,125.00	22,089.25	22.74%
Total TRUSTEES	288,541.33	85,471.84	29.62%
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	81,750.00	30,875.00	37.77%
2-5012-199 Employer Paid Benefits	16,350.00	2,863.82	17.52%
2-5012-200 Wellness	325.00	0.00	0.00%
2-5012-301 Professional Services	12.50	0.00	0.00%
2-5012-314 IT infrastructure	8,500.00	1,582.01	18.61%
2-5012-602 Meeting/Professional Deve	1,000.00	143.56	14.36%
2-5012-603 Dues, Subs & Meetings	850.00	352.41	41.46%
2-5012-615 Advertising	135.00	0.00	0.00%
Total EXECUTIVE	108,922.50	35,816.80	32.88%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,295.00	278.42	21.50%
2-5013-202 Office Supplies	1,415.00	254.63	18.00%
2-5013-204 Postage	2,000.00	788.07	39.40%
2-5013-401 Equip Repairs & Mainte	400.00	313.80	78.45%
2-5013-402 Machinery & Equipment	822.50	0.00	0.00%
2-5013-502 Communications	5,550.00	4,094.08	73.77%
2-5013-503 NEMRC Support/License	837.50	1,452.82	173.47%
2-5013-505 IT - Village	7,750.00	0.00	0.00%
2-5013-615 Advertising	700.00	0.00	0.00%
Total OFFICE ADMINISTRATION	20,770.00	7,181.82	34.58%
2-5014 AUDITING			
2-5014-301 Professional Services	16,600.00	5,200.00	31.33%
Total AUDITING	16,600.00	5,200.00	31.33%
2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	461.42	30.76%
2-5015-199 Employer Paid Benefits	100.00	34.62	34.62%
Total TREASURER	1,600.00	496.04	31.00%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	41,528.71	14,833.91	35.72%
2-5016-199 Employer Paid Benefits	10,250.00	1,960.64	19.13%
2-5016-301 Professional Services	4,050.00	139.87	3.45%
2-5016-305 Other Purchased Services	456.25	0.00	0.00%
2-5016-603 Dues, Subs & Meetings	125.00	63.98	51.18%
Total ACCOUNTING	56,409.96	16,998.40	30.13%

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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			
2-5019-937 Compensation Unused Sick/	10,000.00	0.00	0.00%
2-5019-938 Tree Fund	5,000.00	0.00	0.00%
Total CAPITAL RESERVE	15,000.00	0.00	0.00%
Total ADMINISTRATION	508,243.79	151,164.90	29.74%
2-502 HIGHWAY DEPARTMENT			
2-5022 TRAFFIC CONTROL			
Total TRAFFIC CONTROL	0.00	0.00	0.00%
2-5023 HIGHWAY MAINTENANCE			
Total HIGHWAY MAINTENANCE	0.00	0.00	0.00%
2-5024 SIDEWALK MAINTENANCE			
Total SIDEWALK MAINTENANCE	0.00	0.00	0.00%
2-5025 VILLAGE PARKS			
2-5025-302 Fertilization/tree work E	1,700.00	0.00	0.00%
Total VILLAGE PARKS	1,700.00	0.00	0.00%
2-5026 STREET LIGHTS			
Total STREET LIGHTS	0.00	0.00	0.00%
2-5027 PUBLIC WORKS BUILDING			
Total PUBLIC WORKS BUILDING	0.00	0.00	0.00%
2-5028 HIGHWAY EQUIPMENT MAINT			
Total HIGHWAY EQUIPMENT MAINT	0.00	0.00	0.00%
2-5029 CAPITAL RESERVE			
Total CAPITAL RESERVE	0.00	0.00	0.00%
Total HIGHWAY DEPARTMENT	1,700.00	0.00	0.00%

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Account	Budget	Actual	Actual % of Budget
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	178,360.00	60,885.98	34.14%
2-5030-107 Educ, EMT Training & Stipend	4,350.00	1,000.00	22.99%
2-5030-199 Employer Paid Benefits	35,672.00	13,478.28	37.78%
2-5030-201 Operating Supplies	1,750.00	2,629.63	150.26%
2-5030-202 Office Supplies	325.00	376.78	115.93%
2-5030-601 Travel & Transportation	350.00	44.00	12.57%
2-5030-603 Dues, Subs & Meetings	2,100.00	0.00	0.00%
2-5030-610 Printing & Binding	200.00	0.00	0.00%
2-5030-615 Advertising	200.00	0.00	0.00%
Total POLICE ADMINISTRATION	223,307.00	78,414.67	35.12%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	417,000.00	142,790.62	34.24%
2-5031-104 Contract Services	0.00	1,622.00	100.00%
2-5031-107 Local, EMT & Educ Stipend	15,700.00	10,783.25	68.68%
2-5031-199 Employer Paid Benefits	84,930.00	35,064.29	41.29%
2-5031-201 Operating Supplies	900.00	125.97	14.00%
2-5031-206 Weapon Mainte & Supplies	1,460.00	1,450.00	99.32%
2-5031-301 Professional Services	957.00	0.00	0.00%
2-5031-306 Uniform Service	3,100.00	2,302.80	74.28%
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	526.20	4.62%
2-5031-413 Officer Video Recording	100.00	0.00	0.00%
2-5031-603 Dues, Subs & Meetings	350.00	0.00	0.00%
Total LAW ENFORCEMENT	536,097.00	194,665.13	36.31%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	13,500.00	15,573.45	115.36%
2-5032-199 Employer Paid Benefits	2,700.00	1,204.52	44.61%
2-5032-601 Travel & Transportation	300.00	0.00	0.00%
2-5032-605 Tuition	2,000.00	0.00	0.00%
Total POLICE TRAINING	18,500.00	16,777.97	90.69%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	0.00	0.00%
2-5033-402 Radio Maintenance	500.00	460.00	92.00%
2-5033-502 Communications	10,000.00	1,701.88	17.02%
Total POLICE COMMUNICATIONS	75,230.00	2,161.88	2.87%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	30,181.00	7,379.76	24.45%
2-5034-199 Employer Paid Benefits	2,414.48	564.55	23.38%
2-5034-202 Office Supplies	3,050.00	5,308.63	174.05%

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2-5034-204 Postage	3,060.00	893.30	29.19%
2-5034-210 Computer Software	1,100.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	13,000.00	4,664.87	35.88%
2-5034-301 Professional Services	225.00	0.00	0.00%
2-5034-401 Equip Repair & Mainte	525.00	43.97	8.38%
2-5034-402 CrdtCrd/MterRepair/Replac	500.00	0.00	0.00%
2-5034-407 Equipment Purchase	1,050.00	0.00	0.00%
2-5034-409 Small Tools & Equipment	700.00	0.00	0.00%
2-5034-425 NW Library Lot Rent	11,000.00	0.00	0.00%
Total PARKING METERS	66,805.48	18,855.08	28.22%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	8,850.63	3,486.98	39.40%
2-5035-409 Small Tools & Equipment	950.00	34.14	3.59%
2-5035-503 Fuel	10,400.00	1,695.99	16.31%
Total POLICE VEHICLE	20,200.63	5,217.11	25.83%
2-5036 BUILDING MAINTENANCE			
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	1,337.10	53.48%
2-5036-508 Water/Sewer	500.00	0.00	0.00%
2-5036-703 Building Maintenance	250.00	300.00	120.00%
Total BUILDING MAINTENANCE	9,870.00	1,637.10	16.59%
2-5037 TOWN POLICE SERVICES			
2-5037-306 T Uniform Service	1,250.00	0.00	0.00%
2-5037-401 T Vehicle Repairs & Maint	1,500.00	0.00	0.00%
2-5037-409 T Small Tools & Equip	525.00	0.00	0.00%
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%
2-5037-502 Communications	315.00	0.00	0.00%
2-5037-603 Dues, Subs & Meetings	100.00	0.00	0.00%
2-5037-605 T Tuition	750.00	0.00	0.00%
Total TOWN POLICE SERVICES	12,090.00	0.00	0.00%
2-5039 CAPITAL RESERVE			
2-5039-933 Police Computer	1,500.00	0.00	0.00%
2-5039-934 Radio System	2,000.00	0.00	0.00%
2-5039-965 Police Cruiser	30,000.00	0.00	0.00%
Total CAPITAL RESERVE	33,500.00	0.00	0.00%
Total VILLAGE POLICE DEPT	995,600.11	317,728.94	31.91%

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Account	Budget	Actual	Actual % of Budget
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2-504 SHORT TERM RENTAL ENFORCE			
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Total SHORT TERM RENTAL ENFORCE	0.00	0.00	0.00%
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2-507 BOARDS & AGENCIES			
2-5070 PLANNING & ZONING			
2-5070-100 Salaries & Wages	72,000.00	22,165.83	30.79%
2-5070-199 Employer Paid Benefits	13,614.00	2,200.44	16.16%
2-5070-301 Professional Services	16,900.00	0.00	0.00%
2-5070-302 Legal Fees	3,200.00	0.00	0.00%
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	4,000.00	543.97	13.60%
2-5070-615 Advertising	3,200.00	638.82	19.96%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
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Total PLANNING & ZONING	115,894.00	25,549.06	22.05%
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2-5079 CAPITAL RESERVE			
2-5079-934 Update Village-Town Plan	1,200.00	0.00	0.00%
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Total CAPITAL RESERVE	1,200.00	0.00	0.00%
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Total BOARDS & AGENCIES	117,094.00	25,549.06	21.82%
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2-5091 VILLAGE HWY EXPENSE			
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Total VILLAGE HWY EXPENSE	0.00	0.00	0.00%
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2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	10,000.00	1,180.00	11.80%
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Total TRUSTEES' CONTINGENCY	10,000.00	1,180.00	11.80%
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2-5099 CAPITAL RESERVE SPENDING			
2-5099-955 Trees	0.00	2,825.00	100.00%
<hr/>			
Total CAPITAL RESERVE SPENDING	0.00	2,825.00	100.00%
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2-5301 LOSS REPAIR EXPENSES			
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Total LOSS REPAIR EXPENSES	0.00	0.00	0.00%
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2-5303 IRENE RECOVERY EXPENSE			
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Total IRENE RECOVERY EXPENSE	0.00	0.00	0.00%
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2-5401 GRANT EXPENSE			
2-5401-829 DUI OP Grant Exp	0.00	614.15	100.00%

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Account	Budget	Actual	Actual % of Budget
Total GRANT EXPENSE	0.00	614.15	100.00%
2-570 TRANSFERS OUT			
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,632,637.90	499,062.05	30.57%
Total VILLAGE GENERAL FUND	0.00	-395,329.93	
Total All Funds	0.00	-395,329.93	

OCTOBER 2025

T2 Iris Transaction Summary 11/04/2025 8:53 AM EST

Date/Time: 10/01/2025 12:00:00 AM to 10/31/2025 11:44:59 PM EDT

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	296	Total Collections	4655	Revenue	0	Total Transactions	5325
Revenue	301	Revenue	\$9871.80	Test Transactions	0	Total Collections	\$10182.90
Change Issued	0		\$9871.80			Revenue	\$10182.90
Refund Tickets	28						
Total Refunds	0						
Excess Payment	28						
Attendant Deposit	0						

CASH - \$28,448.25
CASH - \$27,924.34
CASH - \$22,815.83

Kiosk - \$10,182.90
Meter - \$4673.07
Patroller - \$14,752.75
\$29,608.72

Title 8 – Chapter 3 –Parking Ordinances

§8301. Short Title

This chapter may be known as and cited as the “Parking Ordinances”

§8302. Be ordained by the Woodstock Board of Trustees that the Woodstock Village Ordinance (“W.V.O.”) Title 8, Chapter 3 Parking Ordinances and all related Appendixes and Resolutions are hereby amended by deleting all existing language thereof and substituting the following language.

§8303. Construction of Chapter as Exercise of Police Power

This chapter is an exercise of police power of the Village relating to parking of vehicles pursuant to 24 V.S.A § 2291(4) and (15), 23 V.S.A. § 1008 and 24 V.S.A. §§ 1310 and 1311 as applicable. The provisions of this chapter relating to the removal of vehicles are enacted pursuant to 23 V.S.A. §§ 1753 and 304 as applicable. The provisions of this chapter shall be construed liberally for the preservation, protection, and the promotion of public health, safety, welfare and convenience as such matters relate to the parking of vehicles.

§8304. Definitions

For the purposes of this chapter, the following definitions shall be applicable:

- **Proper Method of Parking** - No person shall park a vehicle in a roadway other than parallel with the edge of the roadway, with all four tires outside of the traveled portion of the roadway, with the front of the vehicle headed in the direction of traffic flow or within a designated parking line(s).
- **Motor Vehicle Operator** - includes every individual who shall operate a vehicle as the owner, agent, employee or permittee or who is in actual physical control of a vehicle.
- **Parking Attendant** – Village employee that is responsible for managing parking in designated areas, ensuring vehicles are parked correctly and issuing parking tickets for violations under the direction and supervision of the Chief of Police.
- **Metered Parking**- Requires drivers to pay a fee to park in a designated space for a limited amount of time.
- **Hourly Parking**- Is a method of paying a parking space where the cost is calculated and charged based on the number of hours the vehicle occupies this space.
- **Parking Payments** - The use of any payment systems available to the Village of Woodstock, including but not limited to coins or other lawful money of the United States of America, credit cards or payment through a parking app and/or other electronic means.

- **Parking Payment System** - Any equipment, device or application used to accept a parking payment, including but not limited to parking meters, parking kiosks and parking apps;
- **Parking Space** - Any space within a regulated parking zone which is recognized for parking a vehicle by lines painted;
- **Signage** - The Chief of Police, in collaboration with the appropriate departments, shall maintain and keep visible signage at all regulated parking zones;
- **Street** - Any public street, road, alley, highway, park or lane located in the Village of Woodstock and established for the use of vehicles.

§8305. Regulated Parking Zones. The Village Trustees, upon the consultation and recommendation of the Police Chief under the direction of the Municipal Manager, shall determine designated areas, streets and portions of streets within the limit of the Village of Woodstock for free, metered, permitted, handicap and non-parking spaces.

Bus Loading/Unloading Zone - Bus only parking to discharge and pick up passengers for a limit of 20 minutes.

Handicap Parking - Parking spaces designated and reserved for individuals with qualifying state issued plates and/or displayed placards for individuals with disabilities, typically marked with the International Symbol of Accessibility. The space or spaces shall be accessible subject to 23 V.S.A § 304a(d) and shall be provided free of charge.

Parking Limits - Monitored Parking is from 10am to 4pm, Monday through Saturday. The time limit for parking meters is;

- 4 hours at all meters on Route 4 and Elm Street;
- Next to the green, meters on South Park (Route 4 East) and North Park (Route 4 West) for 6 hours;
- Parking at the Post Office is 15-minute metered parking;
- 30-minute parking where designated;
- 2-hour free parking on Elm Street between the last meter and Pleasant Street and the ability to purchase full day parking permit which is limited to Woodstock employees and residents. There is a limit of 6 permits;
- 24-hour parking at the EV Station(s) while charging;
- Parking is free every Sunday and holidays including but not limited to: New Years Day, Martin Luther King Junior Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous People Day, Veterans Day, Thanksgiving and Christmas Day.

Mechanic Street Permit Parking - 18 permits can be purchased by applicants per calendar year. Permit can be renewed on an yearly basis. 16 permits will be reserved for employers and employees of the local businesses. Maximum of two permits for all new permit holders. Two permits will be reserved for local residents, one per household who do not have access to off street parking. The hours of operation are 8am to 6pm Monday through Friday. When the lot is full, parking is allowed at other spaces on Mechanic Street with permit visible.

- Overnight parking in the Mechanic Street Parking Lot is subject to the overnight parking regulations for this parking lot. Overnight parking is allowed along the westerly boundary of the parking lot against the fence. During the weekday, cars parking in these spaces must be moved before 8:00 am or be subject to being ticketed and towed away at the owner's expense;
- Permit Holders that utilize the authorized overnight parking section, as set forth above, must move their vehicle within twelve hours after a snow event to facilitate snow removal. Violators are subject to being ticketed and towed.

Meter Validation Program - applies only to parking tickets issued for expired meters. 1 Free Parking Validation per calendar year.

Vehicles Ineligible to Have Tickets Validated:

- Only motor vehicles that do not have any unpaid meter violation tickets outstanding on the day the ticket is issued are eligible for participation in the meter violation validation program;
- Parking tickets issued for the violation of all parking regulations other than a meter violation are not eligible for validation by a downtown business owner and their employees;
- The second and subsequent parking tickets issued to a motor vehicle license plate, in the same year, are not eligible for participation in the meter violation validation program.

Limitations:

- It is not the responsibility of the participating downtown business owners and their employees to verify if the owner of a motor vehicle receiving a ticket for an expired meter has received more than one ticket in the same calendar year, or has any outstanding tickets;
- When downtown business owners and their employees validate a parking ticket, They are submitting the ticket with a voucher in lieu of payment of a fine for a parking meter violation;
- The ticket remains a violation and each violation is applied to the annual total of ten

prior tickets, that becomes subject to an escalated fine, as outlined on the Parking Schedule of fees;

- Parking tickets validated for non-meter violations, which are validated by errors of downtown business owners and their employees, are still violations and a follow up ticket will be mailed to the owner of the vehicle receiving the initial ticket at the address of record;
- When the owner/driver of a motor vehicle has received one ticket that has been validated by downtown business owners and their employees as herein provided, that license plate is no longer eligible to participate in the meter violation validation program for that calendar year;
- If the owner/driver of a motor vehicle submits a validated parking ticket for its second or more parking ticket in a single calendar year, or if the vehicle has any unpaid outstanding parking tickets that validation becomes void and the Woodstock Village Police Department will mail to the owner of said vehicle a replacement ticket which will be paid in accordance with this ordinance, or be subject to the penalties for nonpayment of a parking ticket;
- If the owner/driver of a motor vehicle submits a validated parking ticket for any parking violation other than a meter violation, that validated ticket becomes void and the Woodstock Village Police Department shall mail to the owner of said vehicle a replacement ticket which shall be paid in accordance with this ordinance, or be subject to the penalties for nonpayment of a parking ticket;
- When Woodstock Village Police does issue or mail a parking ticket to the owner of a motor vehicle, said ticket must either be paid or contested within Thirty (30) days of the postmark on the mailed ticket or be subject to an increased penalty as provided in this chapter of W.V.O.

Municipal Parking Space - The first parking space on the intersection of Central and Elm Street facing south is reserved for vehicles owned by the Municipality of Woodstock.

Vendor Loading/unloading Zones - It is lawful for a driver of freight carrying motor vehicle other than a bus to stand or park the vehicle for the necessary loading, unloading and delivering materials, not to exceed 30 minutes.

Overnight Parking - upon any roadway upon which parking is not otherwise prohibited by this chapter, in compliance with the Proper Parking Method, between the hours of 4pm to 10am from April 16th and November 14th, inclusive of each year.

Winter Parking - Parking is banned upon any roadway between the hours of 12:01AM and 6AM from November 15th thru April 15th, inclusive of each year.

- 24 Hour Parking ban is in effect on the 2-hour parking spaces at the beginning of High Street.

Exceptions to the parking ban are identified by signs specifically allowing overnight parking listed below;

- In the section of Mechanic Street parking lot;
- Parking Spaces on Mechanic Street, parallel to the Kedron Brook;
- Parking Spaces next to the green on North Park (Route 4 East) and South Park (Route 4 West) on alternate days;
- AV Electric Charging Stations.

§8306. Metered Parking Zones

- The northerly side of Central Street beginning in front of a property known as 28 Central Street and extending westerly to Elm Street;
- The southerly side of Central Street beginning in front of a property known as 79 Central Street westerly to the easterly end of street known as The Green;
- The easterly side of Elm Street from Central Street northerly to the southerly boundary of the property known as 29 Elm Street;
- The westerly side of Elm Street from property located at 6 Elm Street northerly to the property at 26 Elm Street;
- The northerly side of the street named The Green from Elm Street westerly to Mountain Avenue;
- The southerly side of The Green the easterly end of the Village Green to the westerly end of the Village Green;
- The northerly side of The Green, from the easterly end of the Village Green to the westerly end of the Village Green;
- The southerly side of the Green from the westerly end of Central Street;
- The easterly side of Mechanic Street from the southerly boundary located at 31 Mechanic Street, southerly to the footbridge crossing the Kedron Brook;
- The metered portion of the parking area owned by the Village, situated west of Mechanic Street and other meters spaces the Village is currently or may lease; Specifically excluding the section of the Mechanic Street parking lot that is designated for employee parking with parking being paid for by purchasing a long term parking permit.

§8307. No Parking Zones. Parking is prohibited in the following specified zones:

Benson Place:

- The entire roadway.

Bond Street:

- The entire roadway.

Central Street:

- The north side of the roadway from the intersection with Pleasant Street westerly to the tow away zone over the Kedron Brook;
- The south side of the roadway from the property 81 Central to 27 Pleasant Street from Tribou Park to 28 Central Street.

Church Street

- The north side of the roadway from the westerly boundary 9 Church Street westerly to the intersection with River Street;
- The south side of the roadway, from the boundary of 2 River Street to the westerly intersection with River Street.

Church Street Extension:

- The north side of the roadway.

College Hill:

- The entire roadway within the Village.

Charles Street:

- The entire roadway.

Court Street

- The entire east side of the roadway;
- The west side of the roadway from the exit from the northerly most Woodstock Inn parking lot southerly to the intersection with Cross Street.

Cross Street:

- The entire south side of the roadway;
- The north side of the roadway from the intersection with Court Street easterly to the intersection with Golf Avenue and High Street.

Eaton Place:

- The entire roadway.

Elm Street:

- The entire roadway from thirty feet southerly of the south abutment of the Elm Street Bridge northerly to the Village boundary line.

Ford Street:

- The entire roadway.

Hartland Hill:

- The entire roadway within the Village.

Hathorne Hill:

- The entire roadway.

High Street

- The entire east side of the roadway;
- The west side of the roadway from the intersection with Central Street southerly to the building known as 19 High Street;
- The westerly side of High Street beginning 300 feet south of Central Street and continuing southerly a distance of forty feet between November 15th and March 31st inclusive, of each year.

Highland Avenue:

- The entire roadway.

Lincoln Street:

- The entire roadway from the intersection with Central Street southerly to the northerly intersection with Slayton Terrace.

Linden Hill

- The entire east side of the roadway.

- The west side of the roadway from the intersection with South Street northerly to 8 Hathorn Hill;
- The west side of the roadway from the intersection with Swain Street northerly to the intersection with School Street.

Mechanic Street

- The east side of the roadway from the footbridge southerly to the intersection with Court Street;
- The west side of the roadway 10 Mechanic Street to the southerly intersection with Court Street.

Mountain Avenue:

- The entire roadway from the intersection with the street known as The Green northerly to the intersection with River Street.

North Street:

- The entire roadway.

Pleasant Street

- The south side of the roadway from 67 Pleasant Street westerly to the property known as 51 Pleasant Street;
- The south side of the roadway from the easterly boundary of the property known as 37 Pleasant Street to the easterly property line of the property known as 25 Pleasant Street;
- The south side from 61 Pleasant Street to the Woodstock Village line
- The north side of the roadway from 435 Woodstock Road 20 feet westerly to the entrance of East End Park;
- The north side of the roadway from twenty feet westerly of the entrance to the municipal parking lot and East End Park westerly to the intersection with Central Street;
- The north side of the roadway from the Woodstock Village line to the west boundary of property known as 16 Pleasant Street westerly to the Kedron Brook;
- The south side of the roadway from the easterly end of Tribou Park westerly to the Kedron Brook.

Old River Road:

- The entire roadway within the Village.

Prospect Street

- The entire south side of the roadway;
- The north side of the roadway from the intersection with St. James Place westerly to the Village boundary.

River Street

- The north side of the roadway from the intersection with Elm Street westerly to the intersection with North Street;
- The south side of the roadway from the intersection with Elm Street westerly to the easterly boundary of property known as 4 River Street;
- The south side of the roadway from the easterly boundary of the intersection with North Street westerly to the Village boundary;
- The north side of the roadway from the intersections with Mountain Avenue and Church Street (near the Recreation Center Bridge) westerly to the Village boundary.

School Street:

- The entire north side of the roadway
- The entire south side of the roadway.

Exceptions: While school is in session, 15 minute parking for school drop offs and pickups as long as it does not block school buses. On weekends, holidays, and weekdays after 4PM when school is not in session. The two handicap spots on the Southern side of the street

Stanton Street:

- The entire roadway.

Slayton Terrace:

- The entire roadway.

The Street Known as The Green:

- The south side of the roadway from its intersection with Prospect Street easterly to the intersection with Court Street.

South Street:

- The west side of the roadway from its intersection with the street known as The Green southerly to the first streetlight.

§8308. Two Hour Non-Metered Parking Zones

Elm Street:

- The east side of the roadway from the southerly boundary of property located at 29 Elm Street northerly to the intersection with the south side of Pleasant Street;
- The west side of the roadway from the northerly boundary of 26 Elm Street northerly to the intersection with the south side of Pleasant Street.

High Street:

- The westerly side of High St. beginning 300 feet south of Central Street and continuing southerly a distance of forty feet, except between November 15th and March 31st inclusive, of each year during which time these parking spaces shall be part of the No Parking Zone.

§8309. Tow Away Zones

- Parking is prohibited and vehicles are subject to immediate removal at the expense of the owner of the removed vehicle in the following locations.

Central Street:

- The northerly six feet of that portion of the roadway which forms part of the bridge passing over Kedron Brook easterly of 22 Central Street.

Mechanic Street:

- The entire roadway from the High Street foot bridge southerly to the intersection with Court Street.

§8310. Loading Zones

Elm Street:

- The westerly six feet of the roadway between 6 Elm and 1 The Green.

Central Street

- The easterly side of the Central Street Bridge on the northerly side of Central Street;
- Beginning approximately fifty feet from the point where the westerly edge of Lincoln

Street intersects Central Street and extending Westerly a distance of twenty feet.

§8311. Reserved Handicap Parking Spaces

The following parking spaces shall be reserved at all times for individuals with state issued special plates and/or displayed placards for individuals with disability.

Central Street:

- The parking space on the south side in front of property known as 55 Central Street.

Elm Street

- The parking space on the east side in front of property known as 7 Elm Street;
- The parking space on the east side in front of property known as 13 Elm Street.

The Street Known as The Green (Westbound):

- The first parking space on the south side easterly of the path leading to Information Booth.

St. James Place:

- The entire roadway of St. James Place.

School Street

- The first two parking spots on the Southern side of the street next to the intersection with South Street

The Street Known as The Green (Eastbound):

- The first parking space on the north side easterly of the Green;
- The first parking space on the south side westerly of the crosswalk extending to the easterly end of the Village Green.

Pleasant Street:

- The first parking space on the north side of Pleasant Street westerly of 6 Pleasant Street.

§8312. Crosswalks

- Along the northerly end of Stanton Street at the intersection of Stanton Street and Pleasant Street;

- Across Pleasant Street from property known as 51 Pleasant Street to the easterly side of municipal parking lot near East End Park;
- Across Pleasant Street to property known as 37 Pleasant Street;
- Along the northerly end of Ford Street at the intersection of Ford Street and Pleasant Street;
- Along the easterly end of Central Street at the intersection of Central Street and Pleasant Street;
- Across Pleasant Street from the easterly end of Tribou Park to property known as 16 Pleasant Street.

Central Street Area

- Along the northerly end of Lincoln Street at the intersection of Lincoln Street and Central Street;
- Across Central Street on the east side of the intersection of Lincoln Street with Central Street;
- Along the northerly end of High Street at the intersection of High Street and Central Street;
- Across Central Street on the west side of the intersection of High Street with Central Street;
- Along the southerly end of Bond Street at the intersection of Bond Street and Central Street;
- Across Central Street on the west side of the intersection of Mechanic Street with Central Street;
- Across Central Street on the east side of the intersection of Elm Street with Central Street;
- Across Central Street on the west side of the intersection of Elm Street with Central Street;
- Along the southerly end of Elm Street at the intersection of Elm Street and Central Street.

Elm Street Area

- Along the westerly end of Pleasant Street at the intersection of Pleasant Street and Elm Street;
- Across Elm Street on the south side of the intersection of Pleasant Street and Elm Street;
- Across Elm Street from 16 Elm Street to 13 Elm Street;

- Across Elm Street from the Billings Farm and Museum to Marsh Billings National Historic Park.

Village Green Area

- From the south side of the street known as The Green to the north side of the street known as The Green passing by the east end of the Village Green;
- Along the southerly end of Mountain Avenue at the intersection of Mountain Avenue and the street known as The Green;
- Across the street known as The Green on the west side of the intersection of Mountain Avenue and the street known as The Green;
- Along the northerly end of South Street at the intersection of South Street and the street known as The Green;
- Across the street known as The Green from the central north/south footpath in the Village Green to the Woodstock Inn property;
- Across the street known as The Green for the east north/south footpath in the Village Green to the Windsor County Courthouse;
- Along the northerly end of Court Street at the intersection of Court Street and the street known as The Green.

Church Street Area

- Across Church Street from St. James Place to property known as 3 Church Street.
- Across Prospect Street on the east side of the intersection of School Street and Linden Hill and Prospect Street;
- Across Church Street at the intersection with College Hill;
- Along the westerly end of Church Street at the intersection of Church Street and River Street;
- Across River Street from the 54 River Street to the parking lot easterly of Eaton Place;
- Across River Street along the easterly side of the intersection of River Street with Mountain Avenue and Church Street.

South Street Area

- Along the easterly end of School Street at the intersection of School Street and South Street;
- Along the westerly end of Cross Street at the intersection of Cross Street and South Street;
- Across South Street on the north side of the intersection of Cross Street and South

Street;

- Along the southerly end of Court Street at the intersection of Court Street and Cross Street.

§8313. Electric Vehicle Charge Station Parking

Electric Vehicle Charging Stations are created at the Village Park & Ride on Pleasant Street.

- Parking at these E-V Charging Stations is limited to electric or electric hybrid vehicles;
- Each EV Charging station shall have a parking meter installed to monitor the duration of time that the owner of a vehicle has purchased to use the charging station;
- The charge for parking at a meter at the EV charging station is set by the Parking schedule of fees;
- Time on the meter can be purchased by coin or by credit card;
- It shall be a violation of this ordinance for a vehicle to be parked at an EV charging station without having paid for time to park by purchasing time to park with either coin or a credit card;
- Vehicles that are electric or electric hybrid and are parked at an EV charging station that does not have time on the meter are subject to a fine per occurrence;
- Vehicles that are not electric or hybrid electric vehicles are subject to a fine per occurrence;
- Hours of operation of meters at E-V Charging Stations is 24 hours per day, seven days per week.

§8314. Special Occasions

The Village Trustees may make special regulations from time to time relating to parking vehicles on any public roadway(s) of the Village or portion(s) thereof when needed. This includes but is not limited to parades, special events and congestion. The Chief of Police in collaboration with the appropriate Town of Woodstock departments shall post the correct signage.

§8315. Parking Fees

The Village Trustees may, from time to time, establish and adopt fees related to the administration of this Ordinance, including but not limited to parking meters, permit parking and free parking, and may incorporate all such fees into duly adopted fee schedules, which may be amended at the sole discretion of the Village Trustees.

§8316. Collections - It is the duty of the Police Chief to designate a person

- To make regular collection of any money physically deposited in meters. At that point all coins will be deposited in the appropriate account under the supervision of the Finance Director or Municipal Manager designee;
- To make regular collection of parking meter fines and deposit in the appropriate account under the supervision of the Finance Director or Municipal Manager designee.

§8317. Parking Violations, Fees and Penalties

The Village Trustees may, from time to time, establish and adopt fees related to the administration of this Ordinance including but not limited to tickets, fines, penalties, and towing and storage fees.

The following shall be the fines adopted as civil penalties for the offenses listed below.

Description	Fine per violation
Overparking at a parking meter	\$15.00
Overparking in a non-metered Free parking space	\$15.00
Failure to park in compliance with the Proper Method of Parking.	\$15.00
Winter Parking Violation	\$25.00
In a given calendar year after 10 tickets of said license plate, the violation cost increase per ticket	\$35.00
Violations of restrictions on parking in Handicap zones, parking near Fire Hydrants, Double Parking, Parking against flow of traffic, traffic hazard, sidewalk crossing, bus no parking and loading zone	\$50.00
Parking in reserved or permitted parking spaces without a displayed permit	\$50.00

Parking in no parking zones or where parking is otherwise prohibited by this ordinance	\$50.00
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Tow and Storage Fees

Fees shall be charged to the owner of any vehicle towed pursuant to this chapter. These fee amounts shall constitute a lien on said vehicle and shall be paid in full prior to the release of any vehicle to its owner.

§8318. General Prohibition during all Times

Unless otherwise permitted or required under this title or by Vermont law no person shall at any time park any vehicles as follows;

- In any intersection;
- In a crosswalk;
- Upon any bridge;
- On the roadway side of any vehicle stopped or parked at the edge or curb of a street ("double parking");
- Within thirty feet of a stop sign on the approaching side;
- Within twenty feet of any intersection or crosswalk at an intersection that is not currently (as of this ordinance) marked as a legal parking spot;
- Any place where or in any manner such that the parking of the vehicle will reduce the usable width of a roadway (i.e. double parking) for moving vehicular traffic would block the use of the public to less than twelve feet of public highway;
- Within six feet of a fire hydrant, except dry hydrants located on private property;
- In front of or at any place where the vehicle would block the use of a public or private roadway, driveway, or entrance way;
- Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;
- Within twenty feet of the driveway entrance to any fire station and on the side of the street opposite and within seventy-five of the entrance to any such station when properly signposted;
- On a sidewalk;
- At any place in a no parking zone;
- In a tow away zone;
- In a loading zone;
- In a parking space reserved for authorized emergency vehicle;

- In a parking space reserved for police and other municipal department;
- In any crosswalk, special zones or overlapping 2 parking spaces;
- In any public highway right of way;
- Any parking space dedicated for parking by permit without displaying a valid permit, during the hours of permit parking as established by RESOLUTION of the Village Trustees.

§8319. General exceptions and/or special exceptions - The prohibitions contained here shall not apply to any necessary parking resulting from:

- A bona fide emergency;
- Compliance with the directions of a police officer or any person having the authority to direct traffic;
- Compliance with an official traffic control device;
- Avoidance of conflict with other traffic.

§8320. Authority to Remove Vehicles - Any motor vehicle in violation may be removed by or at the direction of a police officer to a place of storage. No person shall remove any motor vehicle from storage place without paying all towing and storage charges.

§8321. Enforcement Procedure – Any law enforcement officer, parking attendant or other authorized person may issue a parking ticket by leaving it conspicuously on the vehicle in violation, handing it to the alleged violator, or mailing the parking ticket to the alleged violator's address of record. Within thirty (30) days of the date on an issued parking ticket, the alleged violator shall either pay the penalty identified by the parking ticket or contest the ticket by providing a written appeal for the parking ticket to the Chief of Police or any other authorized person specifying the parking ticket number and the reasons for contesting the parking ticket. The Chief of Police or any other authorize person shall issue a written decision on an appeal within 30 days of receipt of a written appeal. If the Chief of Police or any other authorized person denies the appeal, the appellant shall pay the penalty identified in the parking ticket within 30 days of the date of Chief of Police or any other authorized person decision on the appellant's appeal. An individual who fails to comply with the time requirements for paying or contesting parking tickets may be subject to an increased penalty as provided in this chapter and/or an enforcement action in the Vermont Superior Court. The Chief of Police or any other authorized person shall give notice of a referral to the Municipal Management for enforcement in the Superior Court for past due parking violations. A letter will be sent to the ticket holder listing the fees, administrative costs and the amount due and the date when it is due before the referral is sent to the Municipal Manager.

Approved List of Village Streets

The following roads/streets/lanes/avenues/ways/places/terraces are public roadway/highways, that are partially or fully within the Village of Woodstock, Vermont. Maximum speed limit:

(a) No person shall drive a vehicle at any time on any public roadway in the Village at a speed in excess of twenty-five miles per hour;

Atwood Avenue	Bond Street	Billings Place	
Border Lane Private	Border Lane	Central Street	Church Street
Court Street	Charles Street	Church Street Ext	Cross Street
College Hill	Dartmouth Lane	Doubleday Way	Elm Street
Eaton Place	Evergreen Court	Ford Street	Golf Avenue Private
Golf Avenue	Gerrish Way	Golf Pond Way	Highland Avenue
Highland Ave Ex	High Street	Hartland Hill Road	Hinsman Way
Hathorn Hill	Lincoln Street	Linden Street	Linden Terrace
Moore Place	Mountain Ave.	Maple Street	Maxham Meadow Way
Mt. Peg Road	Mechanic Street	Mill Street	North Park Street
North Street	Old River Road	Pleasant Street	Prospect Street
Pine Street	River Street	Rose Hill	South Park Street
Swain Street	School Street	South Street	Shurtleff Lane
Slayton Terrace	Stanton Street	Sawyer Road	South Street
St. James Place	The Green	Thomas Avenue	Terrace Street
Woodstock Road			

§8322. Effective Date – This schedule of fee becomes affected effective sixty (60) days after adoption by the Village Trustees. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this amendment.

Adopted by the Woodstock Village Trustees this 14 day of October 2025.

Chair, Seton McIlroy

Vice Chair, Jeffrey Kahn

Lisa Lawlor

Frank Homeck

Brenda Blakeman



Oct 3-4
Oct 10-11 2026

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: Horse-drawn Carriage Ride

Parade/event date: Oct. 3 & 4 / Oct. 10 & 11 Start time: 10 AM

End time: 4 PM

Applicant/organization: Woodstock Rotary Club

Telephone: 802-558-7031

Email: beth.Finlayson55@gmail.com

Mailing address: PO Box 581

Woodstock VT 05091

Contact person: Beth Finlayson / Bob Wagner

Best contact number: 802-558-7031

Location of assembly & beginning of event: The Gore (permit pending)

Route of public highways: Central St - Elm St - Lefton River St -
Lefton Mt Ave - Richter N. Park - around the green

*Attach map showing route

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

Estimated number of participants: 12 per wagon ride

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

permits@townofwoodstock.org

PO Box 488

Woodstock, VT 05091

OFFICE USE ONLY

This permit is:

- ☐ Approved
☐ Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

Parade Permit

Permit # PAR-26-001



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
Nov.3, 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 Hylant Group Inc. 811 Madison Ave. Toledo, OH 43604	CONTACT NAME: Sara Humphries / Macy Gorrell PHONE (A/C, No, Ext): (419) 259-2710 E-MAIL: Rotary@hylant.com FAX (A/C, No): (419) 255-7557	
INSURED All Active U.S. Rotary Clubs & Districts Town/Village Woodstock, Vermont ATTN: Risk Management Dept. 1560 Sherman Avenue Evanston, IL 60201	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Westchester Surplus Lines Ins	10172
	INSURER B :	
	INSURER C :	
	INSURER D :	
	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 INSD	SUBR 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 <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		G73578917 004	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		G73578917 004	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 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"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE <input type="checkbox"/> OTH-ER <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)
The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

CANCELLATION

Woodstock Vermont Rotary Club
PO Box 581
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

Judy K. Wilson

Oct 3-4
Oct 10-11 2026

Use of the Gore Permit
Village of Woodstock

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

Date: 3 Nov. 2025

Name of non-profit: Woodstock Rotary Club

Address: Po Box 581

Woodstock, VT 05091

Mailing address: ↗

Website/Social media link: www.rotarywoodstock.org

Name of applicant: Elizabeth Finlayson

Address: Po Box 581 Woodstock VT 05091

Telephone number: 802-558-7031

Email: beth.finlayson@gmail.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: _____

Date of event: Oct 3 & 4 / Oct 10 & 11, 2026

Time & duration of event: 10 AM - 4 PM

If applicable, alternate dates in the event of cancellation(s) due to bad weather: _____

Equipment to be used on the Gore: Pop-up tent and table

Description of the planned organized activity: horse and wagon rides
through the Village - rides take about 25
minutes

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

The funds raised go to our charitable fund and will be distributed to local non-profits.

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: 11.03.25

Plan for trash & Recycling: NA - Horse manure pickup
will be attended to

Fees

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

Fee received: 25 -

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: on acct.

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: Elizabeth Ryfman
Date: 3 Nov 2015

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 #: 00 GORE - 26 - 001

We, the undersigned members of the Village of Woodstock Trustees, express our strong support for ensuring that a middle school and high school remain in the Town of Woodstock.

For many years, the Supervisory Union has successfully combined and managed multiple elementary schools across the region. We are confident this success can continue under any future state framework. However, it is equally essential that Woodstock continue to serve as the home for our middle and high school—an institution that is vital not only to our students' education but also to the social and economic vitality of our town and the 28 communities represented in our district.

Maintaining a middle and high school in Woodstock directly supports Woodstock's economy. Our schools are at the heart of what makes Woodstock a thriving, connected, and welcoming place to live.

We therefore urge the State of Vermont to take every reasonable and practical action to ensure that Woodstock remains the home of our middle and high school for generations to come.

To: Woodstock Village Trustees

From: Woodstock Rotary Club

Presenting on behalf of the Woodstock Rotary club

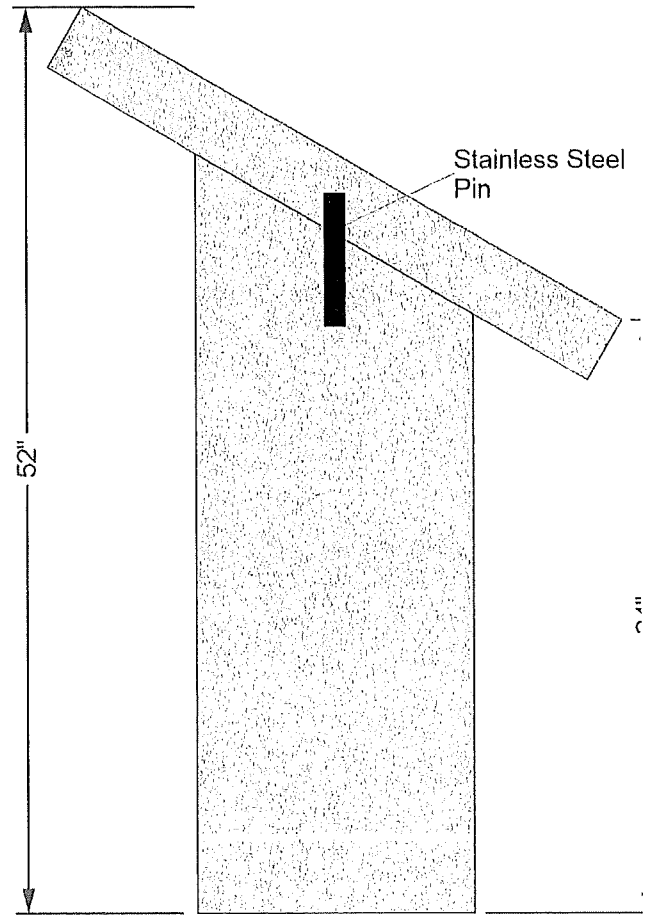
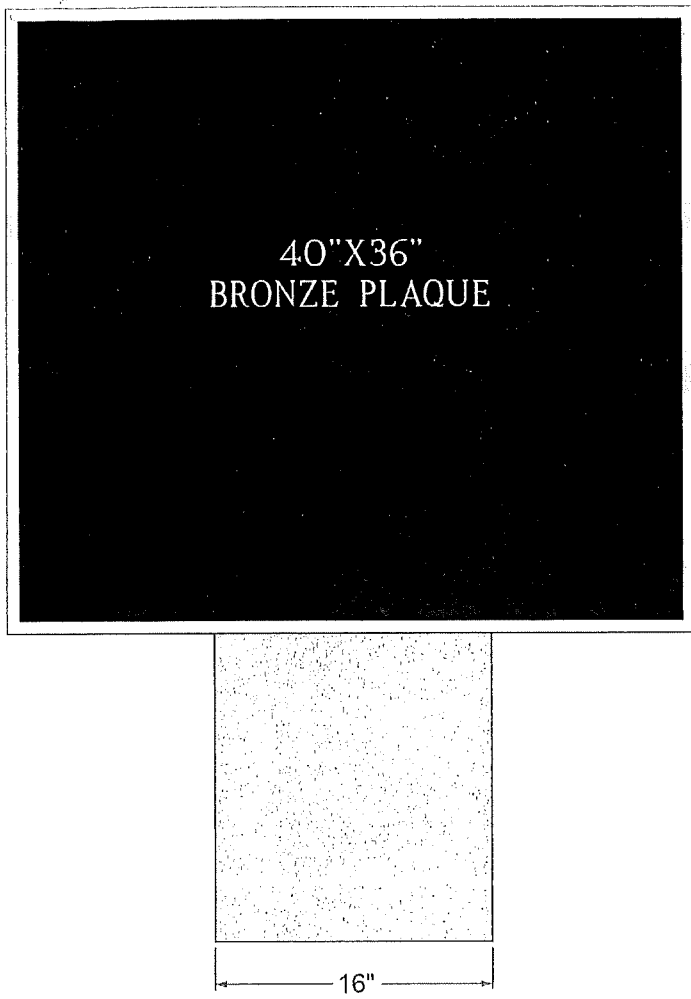
Norm Frates Chairman of the Star Committee

Request:

To permanently place a plaque mounted on a granite stand recognizing all the contributors to the Star project (see Exhibit A)

The location would be on the north side of the green close to the railing facing the Star on Mount Tom. The rotary club will be responsible for the placement and continued maintenance of this monument.

Norm's Cell 802-356-0177
Norm.Frates@masconsbank.com



**Village of Woodstock
Board of Trustees Meeting
October 14th, 2025
6:30 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy, Chris O’Keeffe, Michelle Sutherland

Public: David Brown, Sophie Wilson, Denise Peters, Hali Robinson, Eugene Kim, Jin Kim, Beth Robinson, Maggie Mills, Bob Wagner, Beth Finlayson, Emily Friedman, Beth Hunt

Call to order

1. Chair Seton Mcilroy called October 14th, 2025, Village Trustees meeting to order at 6:30PM.

B. Additions and Deletions

~~Rotary Star Project~~

Lemonade Stand

Rotary Horses and Carriage

Rent out the Middle Bridge for Events

Parking Meters

C. Citizens’ Comment

David Brown commented about parking at the post office, noting that visitors often don't see the restricted parking signs. He observed that the signs are oriented in a way that makes them difficult to see from the driver's seat. He suggested an experiment to lower the signs to improve visibility from the driver's seat, rather than adding more signage.

Sophie Wilson, a Village resident and parent of two Woodstock Elementary School students, expressed concerns about parking enforcement on School Street during school drop-off and pickup times. She explained that pre-K parents rely on School Street parking as the safest option due to its proximity to the pre-K entrance. She suggested allowing brief parking on School Street for pre-K drop-off (8:00-8:15 AM) and pickup (2:00-2:20 PM) on weekdays and proposed updated signage or a hangtag system for parents.

Denise Peters, another parent of a preschooler at WES, echoed similar concerns about the challenges of parking on South Street with young children. She emphasized the importance of being able to park briefly on School Street for safe drop-off and pickup.

Hali Robinson spoke virtually about safety concerns, sharing a personal experience about nearly being hit by a truck while helping her child into a car seat on South Street. She emphasized the safety risks of having to park in higher traffic areas.

Beth Hunt asked how the parking rules that had been practiced for years came to be changed. Seton Mcilroy clarified that the no parking rule on School Street has been in the books for many years, possibly before 1996, though enforcement has been inconsistent.

D. Reports

Manager’s Report

Eric Duffy reported that the budget process was underway for next year. He announced that Greg Fullerton would be the next Public Works Director for the Town, with an anticipated November 1st start date, though this was still being finalized. He noted that legally Mr. Fullerton would need to step down from his Selectboard position.

Eric Duffy reported that foliage season was going well with fewer complaints than in previous years. He thanked the police department for maintaining visibility despite being short-staffed and also thanked the Wastewater and Highway crews for their diligence in emptying trash barrels and keeping the Village clean throughout the busy foliage weekends.

Financial Report

Eric Duffy reported they were still reconciling financial records. Some line items in the budget required adjustments, including transfers for police wages that were miscategorized. The board identified a discrepancy in the Town Police Service account where there was spending but no budget allocation. Eric Duffy acknowledged there were some accounting errors to be addressed in the budget.

Police Report

Interim Chief O'Keeffe reported that the Police Department was short-staffed, particularly during the busy foliage season. He noted that officers were present at the elementary school 4 out of 5 days the previous week to help with pickup time traffic issues. He reported that a new police car was being lettered and should be ready within 10 days. The Interim Chief mentioned that Officer Aurora, who was attending the police academy, had been helping with coverage on weekends. He acknowledged that traffic enforcement had been minimal due to staffing shortages, affecting revenue from moving violations.

The board pointed out that the budget for moving violations was \$35,000, but they had only reached 1.62% of that amount a quarter of the way through the year. The Interim Chief explained this was primarily due to limited staffing. He noted that Corporal Murphy had completed truck enforcement training, which would help with truck violations when staffing allows.

Eric Duffy thanked Officer O'Keeffe for coming in on his day off to provide coverage during the staff shortage.

E. Votes

Zach's Place Turkey Trot – Banner

Beth Robinson from Zach's Place presented the updated liability insurance and confirmed payment of the permit fee. The request was for banners on both ends of the Green from November 24th through December 1st.

Motion: by Chair Seton Mcilroy to approve the banner for Zach's Place to go up November 21st through November 28th (7:04PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Pentangle – Peter and the Wolf, The Drop Offs – Banner

Banner permit postponed to next meeting

Lemonade Stand

Eugene Kim, a 10-year-old student, presented his request to set up a lemonade stand selling apple cider, hot chocolate, and cupcakes with maple sauce to raise money for reptile rescue. The application initially requested the Green, but the Board noted that Rotary would be doing horse and carriage rides on the Gore. The applicant agreed to share the Gore space with the horse and carriage rides.

Motion: by Chair Seton Mcilroy to approve Eugene's lemonade stand on the Gore on October 19th. (7:09PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Ordinance Update: Village Parking Ordinance

Lisa Lawlor provided an overview of the parking ordinance development process, explaining that they approach streets by their numbers rather than by what buildings are there (like schools or churches), since buildings may change over time.

Extensive discussion followed regarding School Street parking. The current ordinance prohibits parking on the south side, though historically people have parked there during school drop-off and pickup times. The Board discussed the need to balance parent access, bus operations, church needs, and safety concerns.

Maggie Mills explained that buses operate from 7:30-7:50 AM and 2:50-3:15 PM. Pre-K drop-off occurs around 8:00-8:15 AM, and pickup is at 2:15 PM.

The Board decided to temporarily address the issue while legal questions about permanent solutions are researched.

Motion: by Chair Seton Mcilroy to provide a variance to the parking ordinance on the south side of School Street from 8 AM to 8:15 AM and 2 PM to 2:30 PM, Monday through Friday, until January 1st. (7:53PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Lisa also noted that they would be surveying the entire Village to document where parking signs are located and where new ones are needed.

F. Discussion

Horses and Carriage Ride Update

Bob Wagner from Rotary reported that the horse and carriage rides held the previous weekend were well-received and successful. Traffic was slow due to foliage season, but the horse rides did not appear to create additional congestion. The rides were nearly filled, with 8 rides per day and approximately 10 people per ride. Rotary requested to continue the rides for the upcoming weekend (October 18-19) from 10 AM to 2 PM, with Bill Lawrence from Billings Farm as the teamster.

Beth Finlayson noted that the Welcome Center had seen significantly increased visitor numbers, with 19,237 visitors from October 1-14, 2025, compared to 14,240 during the same period in 2024 - an increase of 4,997 people. Visitors primarily asked about food options, directions to popular attractions like Sugarbush Farm and covered bridges, and lodging.

East End Park - Endowment Fund Proposal

Emily Friedman, a Trustee for the Woodstock Community Trust, presented a proposal for an endowment. She explained that the park, built on the former snow dump site, was the result of over a decade of volunteer efforts and fundraising. The park's management is currently handled by Friends of East End Park in conjunction with the Town and Village through a memorandum of understanding.

The proposed pseudo-endowment fund would be managed through the Vermont Community Foundation and would provide a sustainable, long-term funding source for park maintenance. Unlike a traditional endowment, this fund would offer flexibility to defer annual yields and take lump sums when needed for major repairs or replacements. The fundraising campaign would likely span 5-7 years, during which time any yields would be reinvested.

The Board expressed support for the concept, recognizing the importance of having funds set aside for long-term maintenance. Eric Duffy recommended that the MOU includes language specifying what the endowment can and cannot be used for to protect the original intent.

Halloween Plans

Seton Mcilroy reported working with the PTO on Halloween preparations. Letters had been sent to residents on streets where trick-or-treating occurs, and candy collection was

underway. \$1,500 worth of candy was purchased, which the PTO would organize and distribute. Streets would be closed at 5:30 PM on Halloween. The PTO would provide feedback after the event to help transition to a broader community effort in future years.

Renting out the middle bridge

Lisa Lawlor raised the topic of potentially renting out the middle-covered bridge as a source of revenue. She noted that it had been done before, such as for events by Charlie Shackleton. The Board discussed whether to allow private rentals versus nonprofit or community events. Some members expressed concern that making the bridge available for rental would limit access to only those who could afford it and would disrupt traffic. The discussion concluded that this topic would require further consideration, particularly distinguishing between community organizations and private rentals.

Parking Meters Replacement

Eric Duffy reported that the company supplying their current parking meters was no longer in business. While the kiosks were from a different company and still functioning, the traditional parking meters would gradually fail through attrition as parts and batteries became unavailable. The Board discussed the need to explore alternatives, including possibly moving to an all-kiosk or app-based system, though Wi-Fi reliability in the Village was noted as a concern. Eric Duffy mentioned that coin-operated meters still bring in a significant amount of revenue. The Board agreed to continue exploring options and examining what other towns in the region are doing.

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

Move to find that premature general public knowledge regarding the Village's legal suit would clearly place the Village at a substantial disadvantage because the Trustee's risks disclosing its negotiation strategy.

Motion: by Chair Seton Mcilroy enter into executive session to discuss the Village's contracts under the provisions of title 1, section 3 13 of the Vermont statutes (8:30PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Motion: by Vice Chair Jeffrey Kahn to Exit Executive Session (8:47PM)

Seconded: Chair Seton Mcilroy

Vote: 5-0-0 passed

H. Other Business – None

I. Approval of Minutes

Motion: by Chair Seton Mcilroy to approve the minutes from 09.09.25 with the corrections made (8:50 PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

J. Adjournment

Motion: by Vice Chair Jeffrey Kahn to adjourn the meeting at (8:50 PM)

Seconded: Chair Seton Mcilroy

Vote: 5-0-0 passed

*Respectfully submitted,
Kitty Mears Koar*

**Village of Woodstock
Board of Trustees Meeting
October 23rd, 2025
7:45 AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy

Public: Deb Greene

Call to order

1. Vice Chair Jeffrey Kahn called the October 23rd, 2025, Village Trustees meeting to order at 7:45 AM.

B. Additions and Deletions

Parking Ordinance

C. Citizens' Comment - None

Pentangle – Peter and the Wolf, The Drop Offs – Banner

Deb Greene presented two banner requests for Pentangle Arts. The first was for the "Peter and the Wolf" family concert scheduled for November 7th, requesting banner display from October 31st to November 7th. The second was for "The Drop Offs" performance on November 21st.

Motion: by Vice Chair Jeffrey to approve two banner displays for Pentangle Arts: October 31st to November 7th for the Peter and the Wolf concert, and November 14th to November 21st for The Drop Offs performance. (7:51 M)

Seconded: Brenda Blakeman

Vote: 3-0-0 passed

Parking Ordinance

A discussion was held regarding potential changes to the parking ordinance, particularly concerning two issues:

1. The spaces in front of Mon Vert – Eric Duffy reported that David Green was examining whether the spaces could be flipped from "no parking loading" to "loading no parking." Eric Duffy noted that historically, no parking was allowed at that location to ensure the fire department could access water for hoses, but hydrants may have made this restriction obsolete. An update was expected within the hour.
2. School Street parking – Eric Duffy reported meeting with school officials and observing pickup and drop-off operations. The current parking ordinance prohibits parking on the South Side of School Street, while the traffic ordinance prohibits vehicles on School Street during specific hours (8:00-8:30 AM and 2:00-2:30 PM, Monday-Friday, September-June).

The proposed compromise would be:

- No parking on the North side of School Street at any time
- No Parking South Side of School Street- Exempt for:
 - Monday-Friday: Only pickup/drop-off allowed during specified times
 - Weekends and holidays: Parking permitted all day
 - Summers: Parking permitted all day

The board raised concerns about emergency vehicle access, but it was confirmed that as long as one side remains clear, emergency vehicles can pass through.

The board also discussed church parking on Sundays, noting that while the current ordinance prohibits parking on the South Side, the reality is that church parking has occurred there for years. The proposed solution would accommodate this established practice.

Eric Duffy emphasized that the ordinance needed to be signed before November 1st to take effect by January 1st. Additionally, it was noted that the Police Department was running out of parking tickets.

D. Other Business – None

J. Adjournment

Motion: by Vice Chair Jeffrey Kahn to adjourn the meeting at
(8:00 AM)

Seconded: Chair Seton Mcilroy

Vote: 4-0-0 passed

*Respectfully submitted,
Kitty Mears Koar*