

**Village of Woodstock**  
**Board of Trustees Meeting**  
**December 9th, 2025**  
**6:30 PM**  
**Town Hall & Zoom**  
**Minutes**

**Draft minutes are subject to approval.**

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

**Staff:** Eric Duffy, Kitty Mears Koar

**Public:** Susie Stulz, Roger Logan, Charlotte Hollingsworth, Jon Spector, Stuart Mathews, Isabelle Brandley, Wendy Marrinan, Amy McElroy, Joe DiNatale

**A. Call to order**

1. Chair Seton Mcilroy called the December 9th, 2025, Village Trustees meeting to order at 6:30 PM.

**B. Additions and Deletions**

- ~~Remove the executive session~~
- Add an executive session item regarding personnel concerns/issues
- Amend the parking lot schedule fees with updated language at the bottom of the document
- ~~Removal of the municipal permit discussion~~

**C. Citizens' Comments**

Susie Stulz spoke on behalf of protesters who recently celebrated their 300th consecutive day of protest. She thanked Brenda Blakeman for her continued support and requested that the Village plow an additional foot of snow beside the sidewalk to allow protesters to stand off the sidewalk. Eric Duffy confirmed this could be accommodated with snow blowing on the grass.

Roger Logan expressed appreciation to both boards for their professionalism at the last joint meeting and thanked Eric Duffy and his staff for the smooth assessment process.

Charlotte Hollingsworth and other protesters attended to show support for the board and Eric Duffy, expressing sympathy for recent challenges.

**D. Reports**

**Manager's Report**

Eric Duffy reported:

- The Police Department received a \$15,000 grant from the Byrne Foundation for body cameras and cruiser cameras, reducing the taxpayer cost from \$21,000 to approximately \$6,000
- The parking arrangement with the courthouse has been extended through February 2026 under the same terms
- The expected delivery date for the new police car is Thursday
- Wassail Weekend preparations are underway with a robust horse parade scheduled, activities, and arrangements for trash collection
- A new public works employee will start Monday, making the department fully staffed for the first time in approximately 1.5-2 years

## **Financial Report**

Eric Duffy presented the financial report, noting:

- Parking revenue reconciliation is complete through August, with this year being one of the best for parking revenue
- The Village is at approximately 39% of total expenditures for the year, which is good considering they are almost halfway through the fiscal year
- Tax collection for November was at 97%, which is 3-4% higher than normal
- Approximately 450 change of address forms were received to help ensure tax bills reach the correct destinations
- Jeffrey Kahn raised questions about several line items including police revenue from Town services, miscellaneous rent revenue, and tax income, which Eric Duffy clarified were accounting transfers that had not yet been processed

## **Police Report**

Michelle Sutherland presented the parking report, noting that the total for the previous month was \$12,505, with ParkMobile accounting for \$6,616.25 of that amount. Eric Duffy mentioned that the police department is updating its website to improve communication.

## **E. Votes**

### **Bookstock 2026**

Jon Spector, representing Bookstock, requested approval for their 2026 event to be held on the green. Key points included:

- Bookstock will place three large tents on the Green, equivalent to the space of thirty 10x10 tents
- The Chamber of Commerce will be subcontracted to manage music, food vendors, and additional vendors
- Bookstock would take full responsibility for all activities on the Green under their insurance
- Jeffrey Kahn expressed concern about non-literary-related vendors
- The board discussed tent setup dates (possibly May 13-19) and placement that would partially block a pathway on the Green
- A request for portable restroom facilities to be placed in the parking lot was also discussed

*Motion: by Chair Seton Mcilroy to approve the Bookstock permit for May 13-19, 2026, including food, music, book sales, and literary-related vendors, with the understanding that anything outside these parameters would require Bookstock to return for additional approval. (7:16PM)*

*Seconded: Jeffrey Kahn*

*Vote: 5-0-0 passed*

### **Pentangle-various banners**

Stuart Mathews from Pentangle requested approval for multiple banner permits for events through August 2026.

*Motion: by Chair Seton Mcilroy to approve the Pentangle banner permits for February 6-13, April 20-27, June 22-29, July 6-13, and August 3-10, 2026, pending receipt of a \$50 application fee. (7:19PM)*

*Seconded: Jeffrey Kahn*

*Vote: 5-0-0 passed*

### **Pride of Woodstock**

Seton McIlroy gave an update on the Pride of Woodstock 2026 event which is taking place the first weekend of June, including the High Heel Race and Drag Brunch, and an artist and crafts fair.

### **Parking Ordinance - Schedule of Fees**

The board reviewed the updated Village of Woodstock parking schedule of fees.

**Motion: by Chair Seton Mcilroy to approve the Village of Woodstock parking schedule of fees as presented. (7:28PM)**

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

### **Forest Canopy Grant - Village Conservancy**

Wendy Spector from the Village Conservancy discussed applying for a forest canopy grant. She explained that the Conservancy would raise matching funds for the grant, which would be used to plant trees in the Village.

**Motion: by Chair Seton Mcilroy that the Village should apply for the Forest Canopy Grant. (7:34PM)**

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

### **Wassail Update**

Eric Duffy provided an update on Wassail Weekend preparations:

- A robust horse parade is scheduled
- There will be walk on Friday night
- Additional security arrangements have been made with the sheriff's office
- Public works staff will be assigned to manage trash throughout the day

### **Police Detail Procedure**

Seton Mcilroy opened a discussion about police overtime costs for community events. Currently, some organizations pay for police details while others do not. Seton Mciliroy noted that police overtime costs \$50/hour with a 3-hour minimum, meaning even a one-hour assignment costs \$150. Pride of Woodstock spent \$1,600 last year on officers, while other events like Memorial Day parade and Taste of Woodstock do not pay for extra police presence. The board agreed to continue the discussion at a future meeting with more detailed cost information.

### **Parking Ordinance Amendment**

The board discussed amendments to the parking ordinance, particularly regarding Ford Street. After meeting with residents, Seton Mcilroy and Lisa Lawlor recommended changing the ordinance from no parking on the entire roadway to no parking on just the east side of the roadway, allowing parking on the west side while ensuring emergency vehicle access. Additional minor corrections to the ordinance were also identified including removing Benson Place under no parking areas as it is now private, removing Border Lane from enforcement procedures, and adding Gulf Street Extension.

### **The Village Historic Preservation Commission (VHPC) Presentation**

Isabelle Brandley and Wendy Marrinan from the Village Historic Preservation Commission provided an update on their activities. The commission was established in 2022 and certified by the State Historic Preservation Office. They applied for a grant in 2025 but were not awarded funding due to lack of municipal matching funds.

They plan to apply for a grant in 2026 for design guidelines with an estimated total cost of \$35,000-40,000, requiring approximately \$14,000-15,000 in municipal matching funds. The commission is also planning a series of articles in the Standard about historic properties in Woodstock titled "Still Standing."

**F. Potential Executive Session 1 V.S.A 313**

Motion: by Chair Seton Mcilroy to enter executive session in accordance with 1 V.S.A 313 after making a specific finding that premature general public knowledge would clearly place the public body or a person involved in a substantial disadvantage regarding the appointment or evaluation of a public officer or employee. (7:58PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Motion: by Chair Seton Mcilroy to exit Executive Session (8:25PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

**FY 27 Budget Discussion**

Eric Duffy presented an update on the FY27 budget:

- Initial department head requests would have resulted in Village of 40% tax increase
- After two days of work, the budget is currently balanced with a 29.5% tax increase
- Each 1% of tax rate equals approximately \$7,700 in revenue or expenses
- Major cost drivers include salaries and health care benefits
- Jeffrey Kahn stated that a 29.5% increase was unacceptable and suggested it should not exceed 10%
- Eric Duffy explained that further work would be needed to reach a lower increase and would share the budget documents with Trustees for review.

**G. Other Business – None**

**H. Approval of Minutes**

Motion: by Chair Seton Mcilroy to approve the minutes 11.10.25 (8:38PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

**J. Adjournment**

Motion: by Chair Seton Mcilroy to adjourn the meeting at (8:38PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

*Respectfully submitted,*

*Kitty Mears Koar*