

Village of Woodstock
Board of Trustees
December 9th 2025
6:30PM
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
 - 1. Event Permits
 - a. Bookstock 2026
 - 2. Banner Permits
 - a. Pentangle-various banners
 - b. Pride of Woodstock
 - 3. Parking Ordinance- Schedule of Fees
 - 4. Forest Canopy Grant-Village Conservancy
- F. Discussion
 - 1. Municipal Permit discussion
 - 2. Wassail Update
 - 3. Police Detail Procedure
 - 4. Parking Ordinance Amendment
 - 5. The Village Historic Preservation Commission (VHPC) Presentation
- G. Potential Executive Session 1 V.S.A 313
 - 1. To Discuss Library Parking Lot Contract
- H. Other Business
- I. Approval of Minutes
11.10.25
- J. Adjournment

The link to join us by Zoom is:

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZUIFKaWRPTmZURFppUGxWRU9UUU09>

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	Actual % of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	764,197.13	0.00	0.00%
2-4004-000 In Lieu of Taxes	0.00	0.00	0.00%
2-4005-000 Land Use/Hold Harmless	0.00	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			
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	1,000.00	425.00	42.50%
2-4026-000 Curb Cuts Permits	300.00	100.00	33.33%
Total FEES & PERMITS	1,300.00	525.00	40.38%
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	17,964.00	35.93%
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	18,014.00	35.99%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	30,000.00	16,779.00	55.93%
2-4062-000 Parking Meter Revenue	60,000.00	10,679.35	17.80%
2-4063-000 Police Contracts	10,400.10	6,675.00	64.18%
2-4064-000 Misc Police Revenue	2,500.00	10,052.00	402.08%
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	23,136.80	249.59%
2-4069-000 CreditCardsPermitsParking	98,000.00	26,099.42	26.63%
Total POLICE REVENUE	721,440.77	93,989.80	13.03%
2-407 INTEREST INCOME			
2-4070-000 Donations	0.00	0.00	0.00%
2-4071-000 General Interest Income	32,500.00	5,594.31	17.21%
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	32,500.00	5,594.31	17.21%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	20,099.38	502.48%
2-4092-000 Misc - State of Vermont	0.00	0.00	0.00%
2-4093-000 Highway State Aid	0.00	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	1,700.00	0.00	0.00%
Total MISCELLANEOUS	5,700.00	20,099.38	352.62%
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			
2-4401-000 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 Revenue	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	8,980.04	59.87%
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	8,980.04	59.87%
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	3,400.00	100.00%
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	3,400.00	100.00%
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	1,632,637.90	152,602.53	9.35%
2-4097-023 Note Proceeds	0.00	0.00	0.00%
2-500 SPECIAL ARTICLES			
2-5001 GRANTS/CONTRIB-TRUST FUND			
2-5001-901 Audit Expense	0.00	0.00	0.00%
2-5001-902 Trustee Public Funds Wage	0.00	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	0.00	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	0.00	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	0.00	0.00	0.00%
Total SPECIAL ARTICLES	0.00	0.00	0.00%

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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	80,605.94	48.60%
2-5011-198 CCC Tax Village	2,982.72	1,447.90	48.54%
2-5011-199 Employer Paid Benefits	230.00	0.00	0.00%
2-5011-302 Legal Fees	5,000.00	17,322.50	346.45%
2-5011-313 Community Television	0.00	0.00	0.00%
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%
2-5011-615 Advertising	1,000.00	0.00	0.00%
2-5011-616 WES Parking lot	1,000.00	0.00	0.00%
2-5011-700 Police Search	0.00	0.00	0.00%
2-5011-801 Unclassified	0.00	0.00	0.00%
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	97,125.00	22,089.25	22.74%
Total TRUSTEES	288,541.33	121,606.53	42.15%
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	81,750.00	36,442.94	44.58%
2-5012-199 Employer Paid Benefits	16,350.00	3,287.82	20.11%
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	1,948.21	22.92%
2-5012-602 Meeting/Professional Deve	1,000.00	143.56	14.36%
2-5012-603 Dues, Subs & Meetings	850.00	942.90	110.93%
2-5012-615 Advertising	135.00	0.00	0.00%
Total EXECUTIVE	108,922.50	42,765.43	39.26%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,295.00	301.91	23.31%
2-5013-202 Office Supplies	1,415.00	337.13	23.83%
2-5013-204 Postage	2,000.00	1,214.13	60.71%
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	2,742.30	49.41%
2-5013-503 NEMRC Support/License	837.50	1,452.82	173.47%
2-5013-504 Reallocation of Reapprais	0.00	0.00	0.00%
2-5013-505 IT - Village	7,750.00	3,620.63	46.72%
2-5013-615 Advertising	700.00	0.00	0.00%
2-5013-701 Manager's Search	0.00	0.00	0.00%
Total OFFICE ADMINISTRATION	20,770.00	9,982.72	48.06%
2-5014 AUDITING			
2-5014-301 Professional Services	16,600.00	5,200.00	31.33%

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Total AUDITING	16,600.00	5,200.00	31.33%
2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	576.80	38.45%
2-5015-199 Employer Paid Benefits	100.00	43.28	43.28%
2-5015-601 Travel & Transportation	0.00	0.00	0.00%
Total TREASURER	1,600.00	620.08	38.76%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	41,528.71	17,876.09	43.05%
2-5016-199 Employer Paid Benefits	10,250.00	2,190.10	21.37%
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	171.65	137.32%
Total ACCOUNTING	56,409.96	20,377.71	36.12%
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	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	200,552.47	39.46%
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	167.14	100.00%
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%

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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%
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	167.14	100.00%
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%

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2-5028 HIGHWAY EQUIPMENT MAINT			
2-5028-203 Repair & Mainte Supplies	0.00	0.00	0.00%
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	167.14	9.83%
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	178,360.00	73,322.94	41.11%
2-5030-107 Educ, EMT Training & Stipend	4,350.00	1,000.00	22.99%
2-5030-199 Employer Paid Benefits	35,672.00	14,881.50	41.72%
2-5030-201 Operating Supplies	1,750.00	3,036.37	173.51%
2-5030-202 Office Supplies	325.00	455.58	140.18%
2-5030-601 Travel & Transportation	350.00	44.00	12.57%
2-5030-603 Dues, Subs & Meetings	2,100.00	0.00	0.00%
2-5030-604 Grants, Dues & Subs	0.00	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	92,740.39	41.53%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	417,000.00	177,930.95	42.67%
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	43,179.53	50.84%

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2-5031-201 Operating Supplies	900.00	125.97	14.00%
2-5031-206 Weapon Mainte & Supplies	1,460.00	13,721.95	939.86%
2-5031-301 Professional Services	957.00	0.00	0.00%
2-5031-306 Uniform Service	3,100.00	3,016.06	97.29%
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%
2-5031-410 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	0.00	0.00%
Total LAW ENFORCEMENT	536,097.00	250,905.91	46.80%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	13,500.00	21,185.45	156.93%
2-5032-199 Employer Paid Benefits	2,700.00	1,629.80	60.36%
2-5032-601 Travel & Transportation	300.00	0.00	0.00%
2-5032-605 Tuition	2,000.00	281.50	14.08%
Total POLICE TRAINING	18,500.00	23,096.75	124.85%
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	2,403.44	24.03%
Total POLICE COMMUNICATIONS	75,230.00	2,863.44	3.81%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	30,181.00	9,544.04	31.62%
2-5034-199 Employer Paid Benefits	2,414.48	730.14	30.24%
2-5034-202 Office Supplies	3,050.00	5,308.63	174.05%
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	8,979.91	69.08%
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%
2-5034-410 Parking fund	0.00	0.00	0.00%
2-5034-425 NW Library Lot Rent	11,000.00	0.00	0.00%
Total PARKING METERS	66,805.48	25,499.99	38.17%
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	2,132.73	20.51%
Total POLICE VEHICLE	20,200.63	5,653.85	27.99%

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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	1,639.23	65.57%
2-5036-508 Water/Sewer	500.00	0.00	0.00%
2-5036-703 Building Maintenance	250.00	300.00	120.00%
2-5036-704 Roof Replacement	0.00	0.00	0.00%
2-5036-705 Storage Trailer	0.00	0.00	0.00%
Total BUILDING MAINTENANCE	9,870.00	1,939.23	19.65%
2-5037 TOWN POLICE SERVICES			
2-5037-100 T Salaries & Wages	0.00	0.00	0.00%
2-5037-102 T Training Wages	0.00	0.00	0.00%
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	0.00	0.00	0.00%
2-5037-302 T Legal Fees	0.00	0.00	0.00%
2-5037-306 T Uniform Service	1,250.00	0.00	0.00%
2-5037-307 Extended Vehicle Warranty	0.00	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%
2-5037-412 T Flashing Speed Signs	0.00	0.00	0.00%
2-5037-502 Communications	315.00	0.00	0.00%
2-5037-503 T Fuel	0.00	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%
2-5037-704 T Roof Replacement	0.00	0.00	0.00%
Total TOWN POLICE SERVICES	12,090.00	0.00	0.00%
2-5039 CAPITAL RESERVE			
2-5039-932 Office Carpet	0.00	0.00	0.00%
2-5039-933 Police Computer	1,500.00	0.00	0.00%
2-5039-934 Radio System	2,000.00	0.00	0.00%
2-5039-935 Flashing Radar Speed Sign	0.00	0.00	0.00%
2-5039-965 Police Cruiser	30,000.00	0.00	0.00%
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	33,500.00	0.00	0.00%
Total VILLAGE POLICE DEPT	995,600.11	402,699.56	40.45%

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2-504 SHORT TERM RENTAL ENFORCE			
2-5040-100 Wages	0.00	0.00	0.00%
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	72,000.00	26,802.64	37.23%
2-5070-199 Employer Paid Benefits	13,614.00	2,553.55	18.76%
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	874.91	21.87%
2-5070-611 Printing Ordinances	0.00	0.00	0.00%
2-5070-615 Advertising	3,200.00	1,175.07	36.72%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
Total PLANNING & ZONING	115,894.00	31,406.17	27.10%
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	0.00	0.00%
Total CAPITAL RESERVE	1,200.00	0.00	0.00%
Total BOARDS & AGENCIES	117,094.00	31,406.17	26.82%
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	0.00	0.00	0.00%
Total VILLAGE HWY EXPENSE	0.00	0.00	0.00%
2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	10,000.00	1,987.18	19.87%
2-5092-810 Lobbyist	0.00	0.00	0.00%
2-5092-815 Insurance	0.00	0.00	0.00%
Total TRUSTEES' CONTINGENCY	10,000.00	1,987.18	19.87%
2-5097-MJK Capital Outlay-Gen. Fund	0.00	0.00	0.00%
2-5099 CAPITAL RESERVE SPENDING			
2-5099-912 Planning&Zoning Regs	0.00	0.00	0.00%
2-5099-914 Lobbyist	0.00	0.00	0.00%

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Account	Budget	Actual	Actual % of Budget
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%
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	2,825.00	100.00%
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	2,825.00	100.00%

2-5301 LOSS REPAIR EXPENSES

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Account	Budget	Actual	% of Budget
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%
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-Flow 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	0.00	0.00%
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	1,905.02	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	1,905.02	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	1,632,637.90	641,542.54	39.29%
Total VILLAGE GENERAL FUND	0.00	-488,940.01	

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Account	Budget	Actual	Actual % of Budget

	=====	=====	=====
Total All Funds	0.00	-488,940.01	
	=====	=====	=====

November
2025

T2 Iris Transaction Summary 12/01/2025 9:38 AM EST

Date/Time: 11/01/2025 12:00:00 AM to 11/30/2025 11:44:59 PM EST

Ticket #: All

Organization: Woodstock VT

Coupon Code: N/A

Location: All Locations

Transaction Type: All

Stall Number: N/A

Plate Number: N/A

Grouping: None

Overall Summary

CASH	
Total Collections	132
Revenue	147
Change Issued	0
Refund Tickets	5
Total Refunds	0
Excess Payment	5
Attendant Deposit	0
	\$142.70
	\$142.70
	\$0.00
	\$2.20
	\$1.90
	\$2.20
	\$0.00

CREDIT CARD	
Total Collections	1509
Revenue	1509
	\$3147.00
	\$3147.00

PASSCARD	
Total Collections	0
Revenue	0
	\$0.00
	\$0.00

PATROLLER CARD	
Revenue	0
Test Transactions	0
	\$0.00
	\$0.00

SMART CARD	
Revenue	0
Recharges	0
	\$0.00
	\$0.00

TOTAL	
Total Transactions	1780
Total Collections	1637
Revenue	1652
	\$3289.70
	\$3289.70

Nov 2024 - \$12,639.75
Nov 2023 - \$12,189.93

Kiosk - \$3289.70
Meters - \$2599.60
Park Mobil - System Down

PAYMENT RECEIVED

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: 7/20/25

Name of non-profit: Bookstock Inc

Address: _____

Mailing address: PO Box 666, Woodstock, VT 05091

Website/Social media link: www.bookstockvt.org

Name of applicant: Jonathan Spector

Address: 16 The Green, Woodstock, VT 05091

Telephone number: 617-515-8478

Email: jonathan.spector@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: Jon Spector

Date of event: May 15, 2026 to May 17, 2026

Time & duration of event: Fri noon to 5; Sat 8 to 5; Sun 10 to 1

If applicable, alternate dates in the event of cancellation(s) due to bad weather: No alternative dates, indoor events (including book sale) will take place in any weather

Anticipated crowd size: 750-1000 spread across the Green and several indoor venues

Equipment to be used on the Green: Equipment for Market on the Green, two medium-sized tents with electricity

Description of the planned organized activity: In 2026 we plan to have a special "Market on the Green" run by the Chamber, including food and music as is typical; plus a Bookstock Info tent and a Bookstock Children's tent

Statement of the purpose of the organized activity including the benefit to be derived for the organization: Bookstock encourages appreciation for good writing and other artistic endeavors by introducing residents and visitors of all ages to writers, musicians and artists in an intimate setting

Description of the portion of the Village Green to be used in connection with the activity: The entire Green would be utilized

Description of all arrangements made for traffic control: Like in 2025 our pre-registration process and signage will allow us to communicate the location of parking with potential visitors.

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: No

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: We will provide in early 2026 when new insurance certificate is issued

Plan for trash & Recycling: Same process as Market on the Green

Fees

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

Fee received: check 101

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: COULD WE USE THE 2025 DEPOSIT, WHICH HAS NOT YET BEEN RETURNED?

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: 7/20/25

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 #:

VOG-26-001

PAYMENT RECEIVED

Village of Woodstock
Permit for Banner on Village Green

Application date: 8/8/25 Event name: BOOKSTOCK 2026
Name of non-profit organization: BOOKSTOCK INC.
Address: PO BOX 666, WOODSTOCK, VT 05091
Dates requested for banner: 5/8/26 to 5/15/26 Date of event: 5/15/26 to 5/17/26

Individual requesting permit:

Name: JON SPECTOR Title: BOARD CHAIR
Phone: 617-515-8478
Mailing address: 16 THE GREEN, WOODSTOCK, VT 05091
Email: jonathan.spector@gmail.com

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

Fee paid: USD 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: [Signature] Date: 8/8/25

Permit #: B-26-001

FOR OFFICE USE ONLY

This permit was:

- ☐ Approved
- ☐ Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

To: Village Trustees

From: Jon Spector

Date: December 5, 2025

RE: Bookstock Permit Application for Use of The Green

Bookstock has applied for a permit to use The Green from May 15 through the 17th, as was presented to the Trustees several months ago. You've received our application and payment but requested that one issue be resolved, and in the interim three matters have arisen for which we would like your approval.

¶ You asked about how our arrangement with the Chamber of Commerce would work. We have agreed with the Chamber that we would operate Bookstock's activities on The Green according to the attached memorandum, which was accepted as drafted by the Chamber Board. In summary, Bookstock is taking responsibility for all liability with respect to permit-related factors (permit application and cost, insurance, etc), but we are dividing up specific operational responsibilities to allow us to take advantage of the Chamber's experience in putting on events on The Green.

¶ We would like to request some additional time to install and take down the large tents for Bookstock. Because of the problems with our tents last year (small problems like gaping holes in the roofs of the tents) we are changing tent companies and using a supplier who has many other obligations during mid-May. They have asked for permission to install three tents (sizes 80 x 30, 20 x 30 and 20 x 30) several days prior to the opening of Bookstock on Friday, May 15; and for permission to take down the tents as late as Tuesday, May 19.

¶ We would like to request that one of the tents (80 x 30) be allowed to be set up covering a portion of the path that runs east-west through the center of The Green. Last year we had permission to cover the center path with a tent but had to keep the tent open throughout Bookstock (including overnight) to allow passage for pedestrians. We achieved this but it caused us significant problems with signage, labor, security and weather protection.

This year we have a plan to allow a very large space – almost half the width of The Green - next to our tent to remain open to pedestrians and easy to traverse. It just won't be precisely on a pathway for 80 feet, so pedestrians will have to walk that short distance on the grass.

¶ Finally, we would like to test the use of a restroom trailer and place it in the parking lot behind the library and courthouse to serve the public during Bookstock on May 15 through 17th. Our understanding is that the trailer will be self-contained and will be maintained by the restroom company, but we need permission to park it for the duration of the Festival.

Thank you for considering these issues, and I will attend the meeting to address any questions you have.

To: Loren Fisher

From: Jon Spector

Date: October 8, 2025

RE: Bookstock 2026

Thank you for taking the time to discuss a possible collaboration between Bookstock and the Chamber. This note summarizes Bookstock's needs and how we hope the Chamber might be able to help, and we look forward to discussing it with you and your colleagues.

Bookstock 2026 will take place on The Green and in a few surrounding venues (Town Hall, the Library, the Focus Gallery and Artistree). We will have three large tents installed on the Green, one to house the Used Book Sale and two smaller tents to house activities for children. We'd like to maintain the feeling of a "full Green" with vendors, music and food, but we found last year that managing a "full Green" was a huge amount of work – and that we were not particularly good at it.

We know the Chamber does this routinely with Market on the Green and other events, and we would like the Chamber to manage the rest of the Green as part of Bookstock. We have an idea of how this might operate and who would be responsible for what:

¶ Bookstock would be responsible – on May 15, 16 and 17 - for:

- All required permitting and insurance costs
- Everything related to our three tents – installation and removal, overnight security, signage, electricity (from the outlets in the lampposts), loading and unloading, cleanup from our section of the Green, and arranging with the Town any traffic requirements for our loading and unloading process.
- Promoting Bookstock to potential literary-related vendors and trying to recruit them to exhibit at Bookstock. When we found a vendor who might be interested we would pass the lead onto the Chamber.
- Preparing the banners that hang on the ends of the Green and having them installed
- Marketing Bookstock

¶ The Chamber would be responsible – on May 16 and on the 15th and 17th if you decide to do so - for:

- Setting prices for vendor participation, recruiting vendors for the event, and all vendor activities during the event (loading/unloading, placement of popup tents, electricity, garbage, etc)

- Arranging for and managing musical entertainment
- Arranging for and managing food vendors
- Managing any public safety steps that would traditionally be taken (for example, during Market on the Green) – we're not certain what these are

Bookstock would cover the costs of the musical entertainment. The Chamber would collect and receive all of the revenue from vendors and would be responsible for all of your costs, with the exceptions noted above (permits, insurance and the cost of Bookstock's tents).

Bookstock would need to be able to locate our tents where we choose, which will be at the West end of the Green, and we can notify you of the locations we want shortly. We would also need to have one 10 x 10 pop-up tent located in the center of the Green at no cost to us.

We're making this proposal hoping it presents an opportunity rather than a burden to the Chamber, and if so we hope you can agree to the approach we outlined above. If you have concerns, of course, or if there are ways to reduce any burdens this places on the Chamber we're happy to discuss those. We'd like this to be a win-win that benefits both organizations.

I look forward to hearing your feedback and am happy to discuss further at your convenience.

Regards.

Village of Woodstock
Permit for Banner on Village Green

Application date: 11.21.25 Event name: Myra Flynn, Mudstock, Twyla Tharp, MBTR

Name of Business/non-profit organization: Pentangle

Address: 31 the Green Woodstock, VT 05091

Dates requested for banner: See list Date of event: See List

Individual requesting permit:

Name: Deborah Greene

Phone: 802-296-1421

Mailing address: 31 the Green Woodstock, VT 05091

Email: Director@Pentanglearts.org

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

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

Banners are hung on Monday's and taken down on that Sunday.

Applicant signature: _____

Date: Nov 21, 2025

Please email completed permit to:

Town of Woodstock

PO Box 488

Woodstock, VT 05091

permits@townofwoodstock.org

FOR OFFICE USE ONLY

Permit Approved:

- ☐ Approved
- ☐ Denied

Municipal Manager _____

Date: _____

Banner Date List:

Myra Flynn – February 6th-13th

Mudstock April 20th – April 27th

Twyla Tharp June 22nd – 29th

Music by the River July 6th – 13th and August 3rd- 10th

Permit # = Pentangle - B-26-002

PAID

**Village of Woodstock
Permit for Banner on Village Green**

Application date: 11/24/2025 Event name: Pride of Woodstock Weekend

Name of non-profit organization: Pride of Woodstock/Woodstock Community Trust

Address: PO Box 181 Woodstock, VT 05091

Dates requested for banner: June 1, 2026 - June 8, 2026

Date of event: June 5-7, 2026

Individual requesting permit:

Name: Seton McIlroy Title: Co-Chair, Pride of Woodstock

Phone: 703-307-5339

Mailing address: PO Box 181 Woodstock, VT 05091

Email: prideofwoodstockvermont@gmail.com

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

Fee paid: \$50.00

Cash/Check/Online: check #127

Received by: ICMK

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.

Permit #: Pride-B-26-003

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: _____

FOR OFFICE USE ONLY

This permit was:

- ☐ Approved
☐ Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

Approved by: [Signature] 11/24/2025

The Village of Woodstock Parking Schedule of Fees

Parking Fees

The Village Trustees, establish the following parking fees related to Title 8; Chapter 3 parking ordinance which may from time to time be adopted or amended.

Parking Fees

- Metered Parking - \$1.50/hour;
- Permit Parking – Elm Street 6 Hours \$70.00 per quarter calendar year;
- Post Office - \$.25 per fifteen minutes;
- Library and Mechanic Street Parking Permit - \$285.00 per quarter, \$1140 per year;
- Construction Permit- \$12.00 Per Day .

§8322. Effective Date - This amendment to Title 8, Chapter 3 of the W.V.O shall become 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 14th day of October, 2025.

§8322. Effective Date - This amendment to Title 8, Chapter 3 of the W.V.O shall become 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 on this 14 day of October, 2025.

Chair, Seton McIlroy

Vice Chair, Jeffrey Kahn

Lisa Lawlor

Frank Horneck

Brenda Blakeman

Eric Duffy

From: Wendy Spector <[REDACTED]>
Sent: Friday, November 14, 2025 3:04 PM
To: Eric Duffy, [REDACTED]
Cc: Bettyanne McGuire
Subject: Fwd: Forest Canopy Vermont Grant

Dear Eric and Greg:

The conservancy would like to apply for the Forest Canopy grant to help support the plan to plant trees downtown. Please see below for the requirements. Most notably, this grant must come from the municipality. Bettyanne is prepared to draft the application, but the application must come from Woodstock.

I saw that the Conservancy is on the upcoming Selectboard agenda. Might this be added to the discussion? In the meantime, the Conservancy will be working to pull together the requested information.

Thanks for your attention to this opportunity!
Wendy

----- Forwarded message -----

From: David McGuire <[REDACTED]>
Date: Fri, Nov 14, 2025 at 2:14 PM
Subject: Forest Canopy Vermont Grant
To: Stuart Mathews <[REDACTED]>, Joe DiNatale <[REDACTED]>, Jack Rossi <[REDACTED]>
Cc: Wendy Spector <[REDACTED]>

Good Afternoon,

Do we know if the two town boards have signed on yet for this project as the grant application must come from the municipality with all the accompanying paperwork requested as well. I have been hoping to hear that they are on board with this before getting started.

Once we know they agree, and will assist in the formal application process, I would be filling in the worksheet for the grant and then the town must utilize that to fill in the formal grant application as you cannot get into and out of the application to save and share it.

I am planning to join in a grant preview question/answer on line discussion on December 16.

It would be most helpful if you could provide me with the following before then.

- Number and kinds of trees we are planting and girth of proposed trees (0-6", 6-12", 12-18, etc)
- Name and provenance of the arborist we will be using (preferably certified)

- Budget
- Tree Warden's involvement (name, etc.)
- Plan for tree maintenance (Wendy and team)
- Outreach plans for fundraiser (Wendy and team)

The grants awarded will be for between \$5K and \$10K. Total grant monies available to all grantees \$40K

The grant must be submitted by the municipality and is a matching grant 1 - 1.

The grantee is required to show that they have a maintenance plan and the adjoining landowners are aware of and will support that effort.

The actual grant must be filed in their office no later than January 30, 2026 and the work must be finished with time for inspections by the state no later than October 27, 2027.

Bettyanne

**Village of Woodstock
Board of Trustees Meeting
November 10th, 2025
6:00 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, Interim Police Chief Chris O’Keeffe, Kitty Mears Koar

Public: Ellen Soroka, Beverly Humpstone, Nancy Stockwell, Wendy Marrinan, BJ Dunn, Beth Finlayson, Keri Bristow, Norm Frates, Alyssa Carlo, Harry Falconer

A. Call to order

1. Chair Seton McIlroy called the November 10th, 2025, Village Trustees meeting to order at 6:00 PM.

B. Additions and Deletions

C. Citizens’ Comment

Ellen Soroka who is on the Village Design Advisory Board, commented on having Village application have a mandatory requirement of going in front of the Village Design Advisory Committee (VDAC) and the Village Design Review Board (VDRB). Stating that 10 Towns in Vermont require residents to go in front of both boards with Design applications.

Beverly Humpstone emphasized the importance of having board members with design credentials and expertise. She expressed concern that without proper design advice, the historic aspects of the Town could be compromised, which is a key attraction for visitors.

Nancy Stockwell from Woodstock raised concerns about dangerous parking conditions at the bottom of Charles Street, particularly on weekends when businesses are open. She noted that vehicles parked toward the corner and facing the wrong way create hazardous conditions.

Wendy Marrinan from 39 Mountain Avenue addressed two administrative issues. First, she questioned why the Design Review Advisory Board was recently told that their review was optional for applicants, contradicting years of procedure. She referenced Vermont state statute 24, sections 4414 (e) and (f), and 4433, stating these sections do not support the current administrative interpretation. Second, she expressed concern about the Village Development Review Board going into executive session for deliberations, which had not been the practice previously. She questioned the legal basis for these changes.

BJ Dunn requested three actions from the Trustees: 1) creation of design guidelines for the National Register Historic District, 2) addition of goals to protect historic character of the Village and agrarian landscape to the goals document 3) Trustee involvement with the Planning Commission Board's zoning regulation revisions to ensure historic character is protected. He noted that a \$50,000 grant application for historic preservation was rejected due to lack of matching funds from the Village and Town.

D. Reports

Manager's Report

Eric Duffy reported that all five members of the Design Review Board had resigned via email the previous Monday. He had met with board members on Friday for a constructive conversation about the future. He emphasized that Municipal decisions are guided by consultation with experts, including the Regional Planning Commission and attorneys. Additional updates included:

- Town Hall will be closed on Veterans Day
- The Selectboard appointed Cliff Johnson as the 5th member
- Abby Sherman is working with partners on a federal highways grant application for up to \$2,200,000 for work related to access to the national park.
- Greg Fullerton joined as the Director of Public Works the previous Monday

Financial Report

Eric Duffy clarified that there was approximately \$98,000 in parking revenue from July through October before expenses. He noted that October brought in almost \$30,000 in parking revenue, the highest monthly total in at least three years. He also explained that certain annual transfers, such as dispatch services and the Town Police Contract, had not yet been processed but would be handled as batch transfers.

Police Report

Interim Police Chief Chris O’Keeffe addressed the citizen comment about Charles Street parking, acknowledging it as an ongoing issue. He stated that currently their options were limited to ticketing or towing. He mentioned that the new parking ordinance being discussed would designate the area as no parking on both sides.

He also reported:

- The Veterans Day parade will occur tomorrow at 10:55 AM with five officers staffing the event
- A new police cruiser should arrive by the end of the week or mid-next week
- All officers will be full-time certified when Officer Aurora graduates the day before Thanksgiving
- By December 2nd, all officers will be ARIDE (Advanced Roadside Impaired Driving Enforcement) certified
- The department plans to participate in holiday DUI enforcement campaigns with State Police
- The department is focusing on training for mental health crisis response, which can be time-consuming
- The department is developing plans to enforce moving violations, particularly speeding and overweight trucks

Jeffrey Kahn expressed concern that moving violation revenue was at only 1.62% of the budgeted amount for 41.6% of the year. Chris O’Keeffe explained they have developed a plan to increase traffic enforcement, including weighing trucks when weather permits.

E. Votes

Village Parking Ordinance Update

Eric Duffy reported that a slight change had been made to the parking ordinance draft to clarify that no-parking restrictions on School Street do not apply when school is not in session. Lisa Lawlor explained that the team had been working on updating the parking ordinance since February, with input from multiple staff members and Trustees. The updates include designating Charles Street and Hill Street as no-parking areas and simplifying language by referencing street numbers rather than buildings.

Jeffrey Kahn highlighted two important changes the public should be aware of: the "license plate get out of jail free" option would be limited to once per year rather than twice, and fines have been increased (e.g., from \$10 to \$15 for meter violations).

Eric Duffy noted that in December, the Trustees will vote on a schedule of fees to be attached to the ordinance. The ordinance will take effect in 60 days if not petitioned by residents within 45 days.

Motion: by Chair Seton Mcilroy to adopt the revised parking ordinance, Title 8, Chapter 3, as written with the amendment made today. (6:33 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Woodstock Rotary- Carriage Rides – Parade Permit

Beth Finlayson requested approval for horse and wagon rides for 2026, moving them from the second and third weeks of October to the first and second weeks. The proposed hours would be 10:00 AM to 4:00 PM, though the actual hours might vary based on what the horses can sustain.

Motion: by Chair Seton Mcilroy to approve the permit for horse-drawn carriage rides on October 3-4 and October 10-11, 2026, from 10:00 AM to 4:00 PM. (6:40 PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Letter of Support: Woodstock School System

Chair Seton Mcilroy reads a letter of support for ensuring that Middle School and High School remain in the Town of Woodstock. The letter emphasized that schools are vital to students' education and to the social and economic vitality of the town and the 28 communities in the district.

Keri Bristow from the school board provided an update, explaining that the state task force is sending only one map to the legislature - the cooperative services model that would keep their district intact along with Hartford and Windsor Southeast. She noted that while one senator suggested implementation might take ten years, Woodstock might only have three years to address the situation.

Motion: Chair Seton Mcilroy to approve and sign the letter of support regarding the Woodstock school system. (6:45 PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Woodstock Rotary Star Project

Norm Frates from the Woodstock Rotary Club presented a request regarding a bronze plaque honoring contributors to the replacement of the star on Mount Tom. The plaque would be mounted on a granite pedestal.

Lisa Lawlor suggested placing the plaque on the triangle in front of the covered bridge instead of on the Green, as this would provide good visibility of both the bridge and star while not being on the park itself. Ray Bourgeois Chair of the Selectboard was reportedly open to discussing this option.

Norm Frates expressed concern that the triangle location might present problems with snow removal, as it's an area where snow is piled before being loaded into trucks. Jeffrey Kahn recommended pursuing the triangle location with the Selectboard first, with the Green remaining as a backup option if needed.

The consensus was that the Rotary should approach the Selectboard about using the triangle, with modifications to the pedestal height if needed, before returning to the Trustees.

Halloween Follow-Up

Alyssa Carlo from the PTO presented a summary of their involvement with Halloween candy collection and distribution. The PTO is willing to continue helping with candy collection,

sorting, and distribution, but could not take on full responsibility for the event or field calls from the public. The PTO expressed interest in possibly holding Halloween events on the Green before trick-or-treating next year and suggested opening trick-or-treating to the entire Village to lessen the burden on the small Halloween section.

Lisa Lawlor from Maple Street reported that most houses gave away 1,000-1,200 pieces of candy and were done by 7:30 PM at the latest. She shared two recommendations from residents: 1) give toddlers and babies dedicated time early in the event, and 2) reduce hours from 5-8 PM to 5-7 PM, as children arriving after 7 PM found no candy left. She noted that houses spent approximately \$100 of their own money on candy, plus decorations.

Planning Commission Bylaw Updates

Harry Falconer from Two Rivers-Ottawaquechee Regional Commission provided an update on the zoning rewrite process, which began about a year ago. The major changes include:

1. Updated density and housing allowances to comply with Act 47 served by water and sewer
2. Moving many housing applications from conditional use review to site plan review to make the process less discretionary and more appropriate for housing
3. Reforming the design review process to be more objective and predictable while maintaining strict standards
4. Adding subdivision standards, which are prerequisites for opt-in to Act 250 relief under tier 1B status

Harry Falconer explained that the Planning Commission hopes to vote on sending the final draft to hearing around February or March. The document then would go to the Trustees for their hearing and possible adoption.

Wendy Marrinan expressed concerns about the public engagement process, stating that Planning Commission meetings had not been welcoming to public input and comments were not adequately incorporated into minutes. She also questioned why design review was already being treated as optional when that change was only in the draft regulations.

Firework Committee update

Keri Bristow provided an update from the Fireworks Committee, which has planned a series of events for the 4th of July celebration:

- July 3rd: Pentangle concert in the East End with possible barbecue and food trucks
- July 4th morning: Road race at East End Park as a fundraiser
- July 4th afternoon: Pool party at the rec center for families
- July 4th evening: Dinner on the Green (possibly lobster, chicken, and steak) with music
- July 5th morning: Kids bike parade on the Green starting at 10 AM and a kids market on the Gore
- July 5th afternoon/evening: Fireworks event starting around 4 PM with various activities including a dunking chair, food vendors, face painting, games, and possibly the same band as last year

The committee has commitments from various community groups to help, including Change the World Kids, High School Clubs, and the Chamber of Commerce. For funding, they have \$9,000 from the Selectboard for the first half of the fireworks payment, with another \$9,000 needed. A donor has offered a sizable contribution, but they estimate needing \$25,000 total for all contingencies.

Revenue generation ideas include charging for car entry to the fireworks and asking vendors to contribute a portion of their earnings toward next year's event.

Wassail Committee Update

Beth Finlayson from the Wassail Committee provided an update on the event. Activities include:

- Thursday evening kickoff events at the library and Romney Barn in Barnard
- Friday and Saturday events including horse and wagon rides
- The return of the bell ringers, a key part of the event historically, after about 25 years' absence

The committee is working with the Police Chief on traffic control and has received permission to use the Gore. They have 16 horse entries so far, with a cap of 40 (last year had 32). They plan to close off the area by Positive Pie to keep pedestrians safer and are working on managing crowd flow in problematic areas at the east end of the Green and by the Dummy.

Beth Finlayson emphasized that this is a major community event with participation from churches, Pentangle, the library, Barn Arts, schools, and the Rotary Club (which handles the memory tree, bonfire, and "pooper scooper" for horse cleanup). She also noted that selected businesses will offer late-night shopping on both Friday and Saturday.

Regarding staging for horses, Norm Frates explained they are hoping to use Snow Dump Road instead of the Mill building parking lot, which had issues with cleanup last year. If snow prevents this, they will look at alternate locations including Billings Farm.

Trustee's Specific Goals/Priorities for Upcoming Year

The Trustees discussed specific goals they would like to accomplish in the coming year:

Jeffrey Kahn mentioned addressing parking meters as a priority for 2026, to implement possible changes in 2027.

Lisa Lawlor expressed a desire to establish a comprehensive, year-to-year overview of Village operations, including staffing, trash collection, fee structures, police costs for events, and when to request contributions from event organizers. She emphasized creating a schedule for discussing recurring topics like foliage season and Halloween.

Frank Horneck suggested focusing on walking and biking initiatives in the Village, including addressing jaywalking.

Seton Mcilroy proposed developing a strategic communication plan to better inform the public about Trustee actions. She also noted the need to update the emergency communication system.

Eric Duffy will compile these suggestions and bring them back for ranking at a future meeting, similar to the process used with the Selectboard.

FY27 Budget Discussion

Eric Duffy reported that he had received the first draft of the budget from departments. He will be meeting with department heads and Stephanie Appelfeller over the next week to review their requests before making his own recommendations.

He also mentioned the need to schedule another joint meeting with the Selectboard for goals and a budget update.

Wendy Marrinan requested consideration for budget funds to match a grant for design guidelines. She explained that the Historic Preservation Commission had applied for a \$50,000 grant but was turned down because there was no matching contribution from the municipality. Eric Duffy suggested she send details of the request to him for consideration in the budget process.

Parking Meter Discussion

Eric Duffy introduced the discussion of parking meters, noting that the current provider is going out of business. He asked whether the Trustees wanted to explore other parking meter companies, additional kiosks, or moving entirely to an online app system.

Trustees discussed comparing the efficiency of kiosks versus coin meters and reviewing data from when the meters were last changed in 2020. There was agreement to start by gathering information about current options and reviewing previous research.

Seton Mcilroy mentioned she would look for minutes from October 2020 when parking meter changes were previously voted on. Concerns were raised about solar-powered meters not functioning properly after several days without sun, and the aesthetics of kiosks on Village sidewalks.

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

Motion: by Chair Seton Mcilroy enter into executive session under Title 1, Section 313 for purposes of discussing potential contracts.
(8:20PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Motion: by Chair Seton Mcilroy to exit Executive Session (8:36PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

G. Other Business – None

H. Approval of Minutes

Motion: by Chair Seton Mcilroy to approve the minutes 10.14.25, 10.23.25
(8:37PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

J. Adjournment

Motion: by Chair Seton Mcilroy to adjourn the meeting at
(8:37PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

*Respectfully submitted,
Kitty Mears Koar*