

Village of Woodstock
Board of Trustees
July 14th 2026 at 6:30PM
Town Hall & Zoom
Agenda

A. Call to order

B. Additions and Deletions to posted agenda

C. Citizens' Comment – Three Minute Maximum Limit Per Resident

D. Reports

- a. Manager's Report
- b. Financial Report
- c. Police Report

E. Potential Executive Session

V.S.A. § 313(a)(1)(E),(F) To discuss pending litigation with legal counsel

F. Votes

- a. Central Street Banner-Zack's Place- Turkey Trot
- b. Parade Permit- Zack's Place –Turkey Trot
- c. Twin Pines-East End Parking Request for Mellishwood Residents
- d. Easement for 33 Central

G. Discussion

- a. Increase Bear Presence in Village- Presentation from Vermont Fish and Wildlife
- b. Hot Dog Food Truck/Stand on Green
- c. FY26 Halloween Discussion
- d. Wassail Update-Chamber of Commerce
- e. FY26 Pride Recap
- f. 121 Home- Mechanic Street Parking Spot Fee
- g. Police Detail- Event Fee Discussion

H. Potential Executive Session

To Discuss FY27 Village/Town Police Contract

I. Approval of Minutes

06.09.26
06.18.26

J. Adjournment

The link to join us by Zoom is:

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZUIFKaWRPTmZURFppUGxWRU9UUU9T09>

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.

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 1 of 8
Robert Denamore

Account	Budget	Actual	% of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	764,197.13	764,197.13	100.00%
2-4009-000 National Park Land Trust	14,600.00	14,500.00	99.32%
Total REAL ESTATE TAX REVENUE	778,797.13	778,697.13	99.99%
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	1,450.00	145.00%
2-4026-000 Curb Cuts Permits	300.00	275.00	91.67%
Total FEES & PERMITS	1,300.00	1,725.00	132.69%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	25,000.00	12,900.00	51.60%
2-4042-000 Fines	50.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	25,050.00	12,900.00	51.50%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	50,000.00	40,180.41	80.36%
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	40,230.41	80.38%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	30,000.00	33,851.00	112.84%
2-4062-000 Parking Meter Revenue	60,000.00	44,963.34	74.94%
2-4063-000 Police Contracts	10,400.10	6,785.00	65.24%
2-4064-000 Misc Police Revenue	2,500.00	50,050.17	2,002.01%
2-4065-000 Moving Violations - VTTC	35,000.00	4,525.73	12.93%
2-4066-000 False Alarms	3,000.00	0.00	0.00%
2-4067-000 Town Services	473,270.67	473,270.67	100.00%
2-4068-000 Courthouse parking	9,270.00	30,070.20	324.38%
2-4069-000 CreditCardsPermitsParking	98,000.00	131,649.07	134.34%
Total POLICE REVENUE	721,440.77	775,165.18	107.45%
2-407 INTEREST INCOME			
2-4071-000 General Interest Income	32,500.00	37,012.31	113.88%
Total INTEREST INCOME	32,500.00	37,012.31	113.88%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	7,145.92	178.65%
2-4098-000 Prior Year Adjustments	1,700.00	0.00	0.00%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 2 of 8
Robert Densmore

Account	Budget	Actual	% of Budget
Total MISCELLANEOUS	5,700.00	7,145.92	125.37%
2-41 EAST END			
2-4101-000 East End Revenue	2,800.00	3,700.00	132.14%
Total EAST END	2,800.00	3,700.00	132.14%
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	13,944.52	92.96%
Total GRANT REVENUE	15,000.00	13,944.52	92.96%
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	1,673,920.47	102.53%
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	3,750.00	100.00%
2-5011-197 Employer healthcare cost	165,853.61	184,763.16	111.40%
2-5011-198 CCC Tax Village	2,982.72	3,500.83	117.37%
2-5011-199 Employer Paid Benefits	230.00	286.90	124.74%
2-5011-302 Legal Fees	5,000.00	50,198.73	1,003.97%
2-5011-603 Dues, Subs & Meetings	100.00	140.94	140.94%
2-5011-612 Printing Village Report	1,500.00	1,025.00	68.33%
2-5011-613 Tree Fund	10,000.00	10,645.00	106.45%

07/10/26

09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 3 of 8
Robert Densmore

Account	Budget	Actual	Actual % of Budget
2-5011-615 Advertising	1,000.00	892.80	89.28%
2-5011-616 WES Parking lot	1,000.00	0.00	0.00%
2-5011-815 Insurance	97,125.00	69,159.69	71.21%
Total TRUSTEES	288,541.33	324,363.05	112.41%
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	81,750.00	82,786.70	101.27%
2-5012-199 Employer Paid Benefits	16,350.00	6,818.35	41.70%
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	2,619.24	30.81%
2-5012-602 Meeting/Professional Deve	1,000.00	143.56	14.36%
2-5012-603 Dues, Subs & Meetings	850.00	3,391.08	398.95%
2-5012-615 Advertising	135.00	0.00	0.00%
Total EXECUTIVE	108,922.50	95,758.93	87.91%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,295.00	714.11	55.14%
2-5013-202 Office Supplies	1,415.00	623.13	44.04%
2-5013-204 Postage	2,000.00	3,394.65	169.73%
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	6,730.32	121.27%
2-5013-503 NEMRC Support/License	837.50	1,452.82	173.47%
2-5013-505 IT - Village	7,750.00	9,692.28	125.06%
2-5013-615 Advertising	700.00	860.40	122.91%
Total OFFICE ADMINISTRATION	20,770.00	23,781.51	114.50%
2-5014 AUDITING			
2-5014-301 Professional Services	16,600.00	15,200.00	91.57%
Total AUDITING	16,600.00	15,200.00	91.57%
2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	1,442.15	96.14%
2-5015-199 Employer Paid Benefits	100.00	108.10	108.10%
Total TREASURER	1,600.00	1,550.25	96.89%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	41,528.71	40,209.15	96.82%
2-5016-199 Employer Paid Benefits	10,250.00	3,875.07	37.81%
2-5016-301 Professional Services	4,050.00	226.71	5.60%
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	44,482.58	78.86%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 4 of 8
Robert Densmore

Account	Budget	Actual	% of Budget
2-5018 VILLAGE CLERK			
2-5018-316 Village Clerk Wages	400.00	400.00	100.00%
Total VILLAGE CLERK	400.00	400.00	100.00%
2-5019 CAPITAL RESERVE			
2-5019-937 Compensation Unused Sick/	10,000.00	10,000.00	100.00%
2-5019-938 Tree Fund	5,000.00	5,000.00	100.00%
Total CAPITAL RESERVE	15,000.00	15,000.00	100.00%
Total ADMINISTRATION	508,243.79	520,536.32	102.42%
2-502 HIGHWAY DEPARTMENT			
2-5022 TRAFFIC CONTROL			
Total TRAFFIC CONTROL	0.00	0.00	0.00%
2-5023 HIGHWAY MAINTENANCE			
2-5023-409 Small Tools & Equipment	0.00	89.99	100.00%
Total HIGHWAY MAINTENANCE	0.00	89.99	100.00%
2-5024 SIDEWALK MAINTENANCE			
Total SIDEWALK MAINTENANCE	0.00	0.00	0.00%
2-5025 VILLAGE PARKS			
2-5025-301 East End Park - Parking	0.00	1,556.88	100.00%
2-5025-302 Fertilization/tree work E	1,700.00	0.00	0.00%
Total VILLAGE PARKS	1,700.00	1,556.88	91.58%
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	1,646.87	96.87%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 5 of 8
Robert Densmore

Account	Budget	Actual	% of Budget
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	178,360.00	170,243.03	95.45%
2-5030-107 Educ, EMT Training & Stipend	4,350.00	1,000.00	22.99%
2-5030-199 Employer Paid Benefits	35,672.00	25,799.20	72.32%
2-5030-201 Operating Supplies	1,750.00	6,006.07	343.20%
2-5030-202 Office Supplies	325.00	3,354.76	1,032.23%
2-5030-601 Travel & Transportation	350.00	93.00	26.57%
2-5030-603 Dues, Subs & Meetings	2,100.00	1,155.00	55.00%
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	207,651.06	92.99%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	417,000.00	424,210.33	101.73%
2-5031-104 Contract Services	0.00	6,135.62	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	108,016.88	127.18%
2-5031-201 Operating Supplies	900.00	7,225.72	802.86%
2-5031-206 Weapon Mainte & Supplies	1,460.00	13,721.95	939.86%
2-5031-301 Professional Services	957.00	5,266.65	550.33%
2-5031-306 Uniform Service	3,100.00	13,986.66	451.18%
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	1,560.06	13.68%
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	590,907.12	110.22%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	13,500.00	25,711.03	190.45%
2-5032-199 Employer Paid Benefits	2,700.00	1,966.76	72.84%
2-5032-601 Travel & Transportation	300.00	0.00	0.00%
2-5032-605 Tuition	2,000.00	1,219.51	60.98%
Total POLICE TRAINING	18,500.00	28,897.30	156.20%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	64,730.00	100.00%
2-5033-402 Radio Maintenance	500.00	460.00	92.00%
2-5033-502 Communications	10,000.00	8,917.48	89.17%
Total POLICE COMMUNICATIONS	75,230.00	74,107.48	98.51%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	30,181.00	21,626.28	71.66%
2-5034-199 Employer Paid Benefits	2,414.48	2,261.38	93.66%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 6 of 8
Robert Densmore

Account	Budget	Actual	% of Budget
2-5034-202 Office Supplies	3,050.00	5,308.63	174.05%
2-5034-204 Postage	3,060.00	2,531.65	82.73%
2-5034-210 Computer Software	1,100.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	13,000.00	41,787.96	321.45%
2-5034-301 Professional Services	225.00	3,638.28	1,617.01%
2-5034-401 Equip Repair & Mainte	525.00	568.97	108.38%
2-5034-402 CrdtCrd/MterRepair/Replac	500.00	1,312.48	262.50%
2-5034-407 Equipment Purchase	1,050.00	0.00	0.00%
2-5034-409 Small Tools & Equipment	700.00	50.97	7.28%
2-5034-425 NW Library Lot Rent	11,000.00	11,000.00	100.00%
Total PARKING METERS	66,805.48	90,086.60	134.85%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	8,850.63	5,624.22	63.55%
2-5035-409 Small Tools & Equipment	950.00	34.14	3.59%
2-5035-503 Fuel	10,400.00	7,367.50	70.84%
Total POLICE VEHICLE	20,200.63	13,025.86	64.48%
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	2,250.00	100.00%
2-5036-506 Electricity	2,000.00	2,000.00	100.00%
2-5036-507 Rubbish Removal	2,500.00	4,454.12	178.16%
2-5036-508 Water/Sewer	500.00	0.00	0.00%
2-5036-703 Building Maintenance	250.00	825.00	330.00%
Total BUILDING MAINTENANCE	9,870.00	9,529.12	96.55%
2-5037 TOWN POLICE SERVICES			
2-5037-306 T Uniform Service	1,250.00	132.93	10.63%
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	6,676.91	97.47%
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	6,809.84	56.33%
2-5039 CAPITAL RESERVE			
2-5039-933 Police Computer	1,500.00	1,500.00	100.00%
2-5039-934 Radio System	2,000.00	2,000.00	100.00%
2-5039-965 Police Cruiser	30,000.00	30,000.00	100.00%
Total CAPITAL RESERVE	33,500.00	33,500.00	100.00%
Total VILLAGE POLICE DEPT	995,600.11	1,054,514.38	105.92%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 7 of 8
Robert Denamore

Account	Budget	Actual	% of Budget
2-504 SHORT TERM RENTAL ENFORCE			
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	62,424.07	86.70%
2-5070-199 Employer Paid Benefits	13,614.00	5,266.20	38.68%
2-5070-301 Professional Services	16,900.00	7,670.00	45.38%
2-5070-302 Legal Fees	3,200.00	1,893.10	59.16%
2-5070-406 Equipment Purchase	1,000.00	0.00	0.00%
2-5070-601 Travel & Transportation	1,500.00	255.50	17.03%
2-5070-603 Dues, Subs & Meetings	4,000.00	1,395.16	34.88%
2-5070-615 Advertising	3,200.00	3,693.64	115.43%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
Total PLANNING & ZONING	113,894.00	82,597.67	71.27%
2-5079 CAPITAL RESERVE			
2-5079-934 Update Village-Town Plan	1,200.00	1,200.00	100.00%
Total CAPITAL RESERVE	1,200.00	1,200.00	100.00%
Total BOARDS & AGENCIES	117,094.00	83,797.67	71.56%
2-5091 VILLAGE HWY EXPENSE			
Total VILLAGE HWY EXPENSE	0.00	0.00	0.00%
2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	10,000.00	4,401.68	44.02%
Total TRUSTEES' CONTINGENCY	10,000.00	4,401.68	44.02%
2-5099 CAPITAL RESERVE SPENDING			
2-5099-210 Comp Unused Old Sick/Vaca	0.00	57,757.12	100.00%
2-5099-971 Police Cruiser	0.00	-16,131.95	100.00%
2-5099-972 Polic Vehicle Maint/Equip	0.00	2,103.00	100.00%
2-5099-973 CommVehicle Enforcement	0.00	1,045.35	100.00%
Total CAPITAL RESERVE SPENDING	0.00	44,773.52	100.00%
2-5301 LOSS REPAIR EXPENSES			
Total LOSS REPAIR EXPENSES	0.00	0.00	0.00%
2-5303 IRENE RECOVERY EXPENSE			
Total IRENE RECOVERY EXPENSE	0.00	0.00	0.00%

07/10/26
09:20 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 12 - Budget Status Report
VILLAGE GENERAL FUND

Page 8 of 8
Robert Densmore

Account	Budget	Actual	% of Budget
2-5401 GRANT EXPENSE			
2-5401-829 DUI OP Grant Exp	0.00	8,150.60	100.00%
Total GRANT EXPENSE	0.00	8,150.60	100.00%
2-570 TRANSFERS OUT			
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,632,637.90	1,717,821.04	105.22%
Total VILLAGE GENERAL FUND	0.00	-43,900.57	
Total All Funds	0.00	-43,900.57	

June 2026

T2 Iris Transaction Summary 07/01/2026 1:07 PM EDT

Date/Time: 06/01/2026 12:00:00 AM to 06/30/2026 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	114	\$131.70		Total Collections	1606	\$4423.50		Revenue	0	\$0.00		Total Transactions	1720	1759	
Revenue	114	\$131.70		Revenue	1606	\$4423.50		Test Transactions	0	\$0.00		Total Collections	1720	\$4555.20	
Change Issued	0	\$0.00										Revenue	1720	\$4555.20	
Refund Tickets	10	\$4.20													
Total Refunds	0	\$3.45													
Excess Payment	10	\$4.20													
Attendant Deposit	0	\$0.00													

June 2025 - \$13,396.69 Kiosk's \$4555.20
 June 2024 - \$12,996.90 Meters \$3406.21
 Parkmpbl \$9525.00
 Total \$17,486.41

need updated COI

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: Zack's Place Turkey Trot
Parade/event date: NOVEMBER 26th 2020 Start time: 7:00 AM
End time: 12:30 PM
Applicant/organization: Zacks Place Enrichment Ctr.
Telephone: 802-457-5868
Email: execdir@zacksplacevt.org
Mailing address: PO Box 304
Woodstock VT 05091
Contact person: Beth Robinson
Best contact number: 802-457-5868
Location of assembly & beginning of event: Woodstock Elementary School
River Road, Route 4, Elm Street, Route 106.
Route of public highways:

*Attach map showing route

Traffic control (if any): Woodstock Police Department

Estimated number of participants: 1,600

Authorized representative signature: Elizabeth A. Robinson
Print: Elizabeth A. Robinson

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

Please mail or email completed application to:

Town of Woodstock
PO Box 488
Woodstock, VT 05091

permits@townofwoodstock.org

OFFICE USE ONLY

This permit is:

- ☐ Approved
☐ Denied

Additional conditions:

Municipal Manager:
Date:

TURKEY TROT DNR-210-013



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/25/2025

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 Hull Maynard Hersey Insurance 105 Center Street Rutland VT 05701	CONTACT NAME: Karen Wojtusiak McCumber PHONE (A/C, No, Ext): (802) 773-3000 FAX (A/C, No): (802) 775-2110 E-MAIL ADDRESS: karen@hmvvt.com
INSURED Zack's Place Enrichment Center Inc. PO Box 634 Woodstock VT 05091	INSURER(S) AFFORDING COVERAGE INSURER A: Alliance of Nonprofits for Insurance Risk Retention Group INSURER B: Gateway Underwriters Agency INSURER C: Frankenmuth Mutual Insurance Co INSURER D: INSURER E: INSURER F:
	NAIC # 13986

COVERAGES**CERTIFICATE NUMBER:** Master 2025 - 2026**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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:			02-CP-0031286-01-14	09/06/2025	09/06/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Improper Sexual Conduct \$ 1,000,000
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			CWA0034504-14	09/06/2025	09/06/2026	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	6640526	10/21/2025	10/21/2026	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Directors & Officers Liability			02-CP-0031286-01-14	09/06/2025	09/06/2026	Each Wrongful Act 1,000,000 General Aggregate 2,000,000

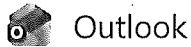
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Turkey Trot November 27, 2025.

CERTIFICATE HOLDER**CANCELLATION**

Village of Woodstock PO Box 488 Woodstock VT 05091	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Karen Wojtusiak-McCumber</i>
--	--

© 1988-2015 ACORD CORPORATION. All rights reserved.



Outlook

FW: East End Park

From Eric Duffy <eduffy@townofwoodstock.org>
Date Fri 7/10/2026 8:24 AM
To Kitty Mears Koar <kmearskoar@townofwoodstock.org>

Eric Duffy
Municipal Manager
31 The Green
Woodstock, VT 05091
802-457-3456 (w)
eduffy@townofwoodstock.org

Please note that this email message, along with any response or reply, may be considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320).

From: Dave Ormiston <Dave.Ormiston@tphtrust.org>
Sent: Monday, June 15, 2026 4:27 PM
To: Eric Duffy <eduffy@townofwoodstock.org>
Subject: RE: East End Park

Hi Eric,

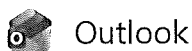
Presently, we have about 14 cars that will need to be relocated off site. It would be ideal if we could get approval for that number with the Village and then continue to work with neighboring properties to get some alternatives so that all 14 are not parked at the East End Park. If the Village is uncomfortable with this number, it would be most advantageous to be able to park at least half this amount at the East End Park. I think 6-7 cars is the next best option for us and then we try and work with the Health Center and Health Foundation and maybe the Shire Motel. As a last resort, we'll take anything you can give us.

Thanks,
Dave Ormiston

From: Eric Duffy <eduffy@townofwoodstock.org>
Sent: Monday, June 15, 2026 3:17 PM
To: Dave Ormiston <Dave.Ormiston@tphtrust.org>
Subject: RE: East End Park

How many spots do you need?

Eric Duffy
Municipal Manager
31 The Green
Woodstock, VT 05091
802-457-3456 (w)
eduffy@townofwoodstock.org



Outlook

FW: Village Easement

From Eric Duffy <eduffy@townofwoodstock.org>
Date Fri 7/10/2026 8:30 AM
To Kitty Mears Koar <kmearskoar@townofwoodstock.org>

Eric Duffy
Municipal Manager
31 The Green
Woodstock, VT 05091
802-457-3456 (w)
eduffy@townofwoodstock.org

Please note that this email message, along with any response or reply, may be considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320).

From: William Ladd <williamcrescentladd@gmail.com>
Sent: Wednesday, July 8, 2026 12:54 PM
To: Eric Duffy <eduffy@townofwoodstock.org>
Cc: Eliza Laffin <elizalaffin@gmail.com>; Doug Sonsalla <dougs@studionexusarch.com>
Subject: Re: Village Easement

Hi Eric,

Thanks for following up. I was able to confirm with our contractor that the easement work will be taken care of in a workman-like manner (i.e. clean and efficient), leaving no left over trash. When the work is complete, the space should look better than it does now.

Best,

Will

On Jul 8, 2026, at 08:48, Eric Duffy <eduffy@townofwoodstock.org> wrote:

Hi Will,

I am still waiting on your email per our conversation about how you will make sure the work is clean and there will be no left over trash for the easement

Eric Duffy
Municipal Manager
31 The Green
Woodstock, VT 05091
802-457-3456 (w)

QUITCLAIM EASEMENT DEED

KNOW ALL PERSONS BY THESE PRESENTS THAT the Village of Woodstock, a Vermont municipal corporation with its offices in the Village of Woodstock, County of Windsor, and State of Vermont, GRANTOR, in the consideration of Ten and More Dollars paid to its satisfaction by Amos & Ginger LLC, a Vermont limited liability company with a principal place of business in the Village of Woodstock, County of Windsor, and State of Vermont, GRANTEE, by these presents, RELEASED, REMISED, AND FOREVER QUITCLAIMED unto GRANTEE a non-exclusive easement in gross over, upon and through the Easement Area (as defined below) to Amos & Ginger LLC, subject to the terms and conditions set forth hereinafter (the "Easement"), the Easement being more particularly described as follows, viz:

Being an easement over, upon and through a portion of the parking lot on SPAN# 786-250-11929 (the "Property"), all as more particularly shown as the "Easement Area" on the drawing attached hereto as Exhibit A, being approximately 570 square feet (+/-) for the sole purpose of constructing, installing, maintaining, repairing, and operating a 1,000 gallon propane tank, protective bollards, a trash/recycling storage area, and related landscaping (the "Improvements") in connection with the operation of a business on the premises known and designated as 33 Central Street in the Village of Woodstock, County of Windsor, and State of Vermont.

Being also a temporary construction easement extending five feet (5') from all sides of the Easement Area for the purposes of initial construction and installation of the aforesaid Improvements, including the removal and replacement of pavement, which temporary easement shall expire upon completion of installation and construction of the said Improvements.

Being also a right of ingress and egress over the Property for the purposes of accessing the Easement Area.

GRANTEE, by acceptance of this deed and its execution of the same below, agrees to comply with all terms and conditions set forth below, which terms and conditions shall be binding upon GRANTEE and all persons benefiting from or utilizing the Easement.

1. GRANTEE agrees that any premises of the GRANTOR outside the Easement Area affected by its entry pursuant to this Quitclaim Easement Deed shall be restored as near as reasonably practicable to their condition prior to such entry at its own cost and within a reasonable time.
2. GRANTOR, its successors and assigns, shall have the right to make use of the surface of the Easement Area such as shall not be inconsistent with the use of

said Easement Area, but shall place no structures, landscaping or other improvements within said Easement Area other than what exists as of the date hereof which shall prevent or interfere with GRANTEE's ability to use said Easement Area.

3. GRANTEE acknowledges and agrees that GRANTOR has made no representations or warranties, express or implied, regarding: (i) the physical condition of the Easement Area (including but not limited to the presence of hazardous materials and substances or other environmental conditions on or about the surrounding real property on which the Easement Area is located); or (ii) the suitability of the Easement for the allowed use(s) of the Easement. GRANTEE further acknowledges and agrees that: (a) GRANTEE is experienced in land acquisition and development; (b) GRANTEE has conducted all necessary and appropriate inspections of the Easement Area; and (c) GRANTEE accepts the Easement Area and the surrounding real property in "AS-IS," "WHERE-IS," and "WITH ALL FAULTS" condition, and without any warranty, expressed or implied, of any sort from GRANTOR.
4. To the fullest extent permitted by law, GRANTEE shall indemnify, protect, defend (with attorneys reasonably acceptable to GRANTOR) and hold harmless GRANTOR (including GRANTOR's trustees, board members, managers, officers, employees, volunteers, agents, contractors, affiliates, representatives, successors and/or assigns) from and against any and all liabilities, losses, damages, costs, judgments, fines, demands, claims (including, but not limited to, reasonable attorneys' fees, disbursements and court costs and all other professional or consultant's expenses), whether foreseeable or unforeseeable, arising directly or indirectly out of or related to: (a) the use of the Easement Area or the Property on which the Easement Area is located by GRANTEE and/or GRANTEE's agents, representatives, employees, tenants, contractors and/or invitees; (b) the design, construction, installation, maintenance, repair, operation (including improper functioning) of the Improvements or any other improvements installed by or behalf of GRANTEE on the Easement Area or the Property on which the Easement Area is located, or (c) the negligent acts or omissions of GRANTEE or GRANTEE's employees, tenants, agents, representatives, contractors and/ or invitees.
5. Hazardous Substances.
 - a. In the case of any Hazardous Substance (as defined below) spill, leak, discharge, release or contamination by GRANTEE or its employees, tenants, servants, agents, contractors, or subcontractors on the Easement Area or any part thereof, or as may be discharged or released in, on or under adjacent property which affects other property of GRANTOR or its tenants, GRANTEE agrees to make or cause to be made any necessary corrective actions to clean-up and remove any such spill, leakage, discharge, release or contamination ("Clean-up"). If GRANTEE fails to repair, clean up, properly dispose of, or take any other corrective actions as required herein within a reasonable time, GRANTOR may (but shall not be required to) take all steps it deems necessary to properly repair, clean up,

or otherwise correct the conditions resulting from the spill, leak, discharge, release or contamination. Any such repair, cleanup, or corrective actions taken by GRANTOR shall be at GRANTEE's sole cost and expense, and GRANTEE shall indemnify and pay for and/or reimburse GRANTOR for any and all costs (including any administrative costs) GRANTOR incurs as a result of any repair, clean up, or corrective action it takes. GRANTEE's obligation to Clean-up Hazardous Substances is without regard to whether the obligation for such compliance is placed on the owner of the land, the owner of the improvements or on the user of the improvements.

- b. GRANTEE shall promptly notify GRANTOR upon discovery of any Hazardous Substances released or spilled by GRANTEE or its employees, tenants, servants, agents, contractors, or subcontractors. Prior to taking any Clean-up action, except in the case of emergency, GRANTEE shall provide GRANTOR with written notification of all Clean-up action GRANTEE proposes to take and the consultants or contractors that will perform such Clean-up action and shall proceed with such action only upon receipt of written approval by GRANTOR, except in the case of spill response required by Environmental Laws (as defined below). GRANTEE shall not perform any Clean-up activities without the express written permission of GRANTOR, unless delay by GRANTOR in approving said Clean-up activities would result in violations of Environmental Laws in which case GRANTEE shall promptly notify and coordinate with GRANTOR with respect thereto. Moreover, GRANTEE shall obtain all necessary permits and approvals needed for these Clean-up activities. GRANTEE shall also promptly repair any damage to the City Property caused by GRANTEE's Clean-up activities. If GRANTEE fails to timely and completely perform the Clean-up required under this Quitclaim Easement Deed, GRANTOR may, but shall not be obligated to, take Clean-up action. GRANTEE shall promptly reimburse GRANTOR for the expenses GRANTOR incurs in providing these Clean-up actions.
- c. As used herein, "Environmental Laws" shall mean laws, ordinances, statutes, rules, regulations, requirements of local, state and federal entities, (whether now existing or hereinafter enacted or promulgated, as they may be amended from time to time) pertaining to environmental regulations, spill prevention, contamination, Clean-up or reporting, and any applicable judicial or administrative requirements thereof including any order or judgments, including without limitation, the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 et seq., ("CERCLA" or "Superfund"); the Resource Conservation and Recovery Act, 42 U.S.C. §§ 6901 et. seq. ("RCRA"); the Clean Water Act, 33 U.S.C. §§ 1251 et seq. ("CWA"); the Clean Air Act, 42 U.S.C. §§ 7401 et seq.; the Toxic Substances Control Act, 15 U.S.C. §§ 2601 et. seq. ("TSCA"); the Hazardous Materials Transportation Act, 49 U.S.C. Appx. §§ 1801 et seq. ("HMTA"); Petroleum Cleanup Fund, 10 V.S.A. § 1941, et seq., or any other applicable federal or state statute or municipal ordinance regulating the generation, storage, use, containment, disposal or Clean-up of any Hazardous Substance (as hereinafter defined) or providing

for the protection, preservation or enhancement of the natural environment; any rules or regulations promulgated pursuant to any of the foregoing statutes or ordinances, including but not limited to laws relating to groundwater and surface water pollution, air pollution, transportation, storage and disposal of Hazardous Substances, storm water drainage and underground and above ground storage tanks, and any amendments, modifications or supplements of any such statutes, ordinances, rules and regulations, and fire department directives and orders.

d. "Hazardous Substance(s)" shall mean:

- i. Any substance the presence of which requires the investigation or remediation under any federal, state or local statute, regulation, rule, ordinance, order, action, policy or common law; or
- ii. Any substance which is or becomes defined as a hazardous waste, extremely hazardous waste, hazardous material, hazardous substance, hazardous chemical, toxic chemical, toxic substance, cancer causing substance, substance that causes reproductive harm, pollutant or contaminant under any federal, state or local statute, regulation, rule or ordinance or amendments thereto, including, without limitation, the CERCLA (42 U.S.C. Section 9601 et seq.) and/or the RCRA (42 U.S.C. Section 6901 et seq.); or
- iii. Any substance which is toxic, explosive, corrosive, flammable, infectious, radioactive, carcinogenic, mutagenic, or otherwise hazardous and is or becomes regulated by any governmental authority, agency, department, commission, council, board, or instrumentality of the United States or the State of Vermont; or
- iv. Any substance the presence of which on the Easement Area causes or threatens to cause a nuisance upon the Property or to adjacent properties or poses or threatens to pose a hazard to the health or safety of persons on or about the Property; or
- v. Any substance the presence of which on adjacent properties could constitute a trespass by GRANTEE; or
- vi. Any substance, without limitation, which contains gasoline, aviation fuel, jet fuel, diesel fuel or other petroleum hydrocarbons, lubricating oils, solvents, polychlorinated biphenyls (PCBs) asbestos, urea formaldehyde or radon gases.

6. Insurance.

- a. Prior to commencing any entry upon, use of or activities on the Easement Area or the Property on which the Easement Area is located, GRANTEE (or any contractor or consultant of GRANTEE) shall, at its sole cost and expense, obtain and thereafter at all times maintain a policy or policies of

commercial general liability insurance covering GRANTEE's use of the Easement Area pursuant to this Quitclaim Easement Deed, which (a) includes, but is not limited to, coverage for personal injury, property damage, environmental damages and associated fines, (b) includes the obligation (as described above) to indemnify, protect, defend and hold harmless GRANTOR, and to pay all claims or settlements in law or in equity occasioned or arising out of the existence of any improvements, (c) contain commercially reasonable and prudent policy limits, (d) name GRANTOR and any other parties reasonably designated by GRANTOR as additional insureds, and (e) include contractual liability coverage.

- b. GRANTEE shall obtain and keep in force property insurance coverage in the amount of the full replacement cost of the Improvements and any other improvements to the Easement Area and any personal property of GRANTEE stored or maintained on the Easement Area. GRANTEE hereby waives all rights of recovery against the GRANTOR and GRANTOR's representatives, employees and contractors on account of loss and damage occasioned to GRANTEE that is or would be covered by the property insurance required of GRANTEE under this Quitclaim Easement Deed or any other policy of property insurance actually carried by GRANTEE. GRANTEE shall give notice to the applicable insurance carrier(s) of this waiver of subrogation rights. Upon request by GRANTOR, GRANTEE shall provide GRANTOR with reasonable evidence of such required insurance.
7. GRANTEE shall be solely responsible for the design, construction, operation, repair and maintenance of the Improvements and any other facilities or improvements constructed, operated and/or maintained by GRANTEE on the Easement Area. GRANTEE shall construct, install, operate and maintain the Improvements and any other facilities or improvements it constructs, maintains or operates on the Easement Area in compliance with all applicable laws and regulations. GRANTEE shall conduct periodic routine maintenance (including preventative maintenance) on the Improvements and any other facilities or improvements and expeditiously perform any repairs after commencement of said repairs.
8. GRANTEE shall at all times keep the Easement Area and the Property on which the Easement Area is located free and clear of any and all claims for mechanic's and/or materialman's liens and any and all other liens or encumbrances arising out of any use, work or improvement to the Easement Area conducted by or on behalf of GRANTEE.
9. GRANTEE, at GRANTEE's sole cost and expense, shall be responsible for removing any and all improvements to the Easement Area installed by or on behalf of GRANTEE prior to the termination of this Easement.
10. GRANTEE, at GRANTEE's sole cost and expense, shall be responsible for having a fully-executed and acknowledged original of this Quitclaim Easement Deed recorded in the Land Records of the Town of Woodstock. Upon such

recordation, GRANTEE shall promptly provide GRANTOR with a true and correct copy of the recorded Quitclaim Easement Deed.

In the event GRANTEE shall fail to fulfill any obligation set forth herein after ten (10) days' advanced written notice to cure from GRANTOR, GRANTOR shall be entitled (a) to perform said obligations and to charge all costs thereof against GRANTEE; (b) to seek injunctive relief and any other relief available at law or in equity for breach of this Quitclaim Easement Deed; and (c) to recover all costs incurred by GRANTOR in securing performance or damages, including reasonable attorney's fees.

In the event GRANTOR assigns or transfers the rights and obligations set forth herein to any successor or assign, the conditions and terms herein shall be binding upon and inure to the benefit of said assigns.

GRANTEE acknowledges and agrees that GRANTOR has made no representations or warranties, express or implied, regarding the state of title of the Property or the Easement Area. GRANTEE acknowledges and agrees that this Quitclaim Easement Deed is subject to all, if any, valid and existing mortgages, deeds of trust, ground leases, occupancy leases, easements, restrictive covenants, and reservations and other instruments now of record against the Property that affect or that are otherwise senior and superior in interest to this Quitclaim Easement Deed.

GRANTOR retains the right to grant other easements, licenses and/or to lease portions of the Easement Area and the Property to third parties, provided that such additional use(s) do not unreasonably interfere with GRANTEE's use and enjoyment of this Easement.

GRANTOR may terminate this easement and require any facilities or improvements be relocated, at GRANTOR's sole expense, on nine (9) months' advanced written notice.

GRANTEE shall pay SIX HUNDRED DOLLARS (\$600.00) to GRANTOR annually, beginning on September 1, 2026, and on each anniversary thereof. GRANTOR may increase such amount by up to two percent (2%) on or after September 1, 2031, and such amount may thereafter be increased any number of times by up to two percent (2%) on or after a date that is at least five (5) years from the last increase. Should GRANTEE fail to pay the amount due to the GRANTOR annually, then it shall constitute an event of default hereunder, and notwithstanding any other provision in this Quitclaim Easement Deed (and not limiting any of GRANTOR's remedies under law or as established herein, whether related to payments or otherwise), GRANTOR may give GRANTEE 30 days' advanced written notice of its need to cure said default. Should GRANTEE not remit such amount within said thirty-day cure period, then GRANTOR may record a written notice of termination of this easement in the Land Records of the Town of Woodstock, which shall be conclusive evidence of termination of this Quitclaim Easement Deed.

Reference is further made to the above-mentioned instruments, deeds and plans, the records thereof and the references therein contained, all in further aid of this description.

TO HAVE AND TO HOLD all right and title in and to said quitclaimed rights and easements, with the appurtenances thereof, to the said GRANTEE forever; and the GRANTOR, the Village of Woodstock, for itself and its successors and assigns, does covenant with the said GRANTEE, Amos & Ginger LLC, that from and after the ensealing of these presents, it will have and claim no right, title or interest in or to said quitclaimed premises, except as aforesaid.

[Remainder of Page Intentionally Blank.]

DATED this ____ day of April 2026.

GRANTOR:

Village of Woodstock

By: _____
Duly Authorized

STATE OF VERMONT
WINDSOR COUNTY, SS

At Village of Woodstock, this ____ day of April 2026, personally appeared _____, Municipal Manager and duly authorized representative of Village of Woodstock and s/he acknowledged this instrument, by her/him sealed and subscribed, to be her/his own free act and deed and the free act and deed of Village of Woodstock.

Before me _____
Notary Public
Commission#:
Commission Expires: 01/31/2027

GRANTEE:

Amos & Ginger LLC

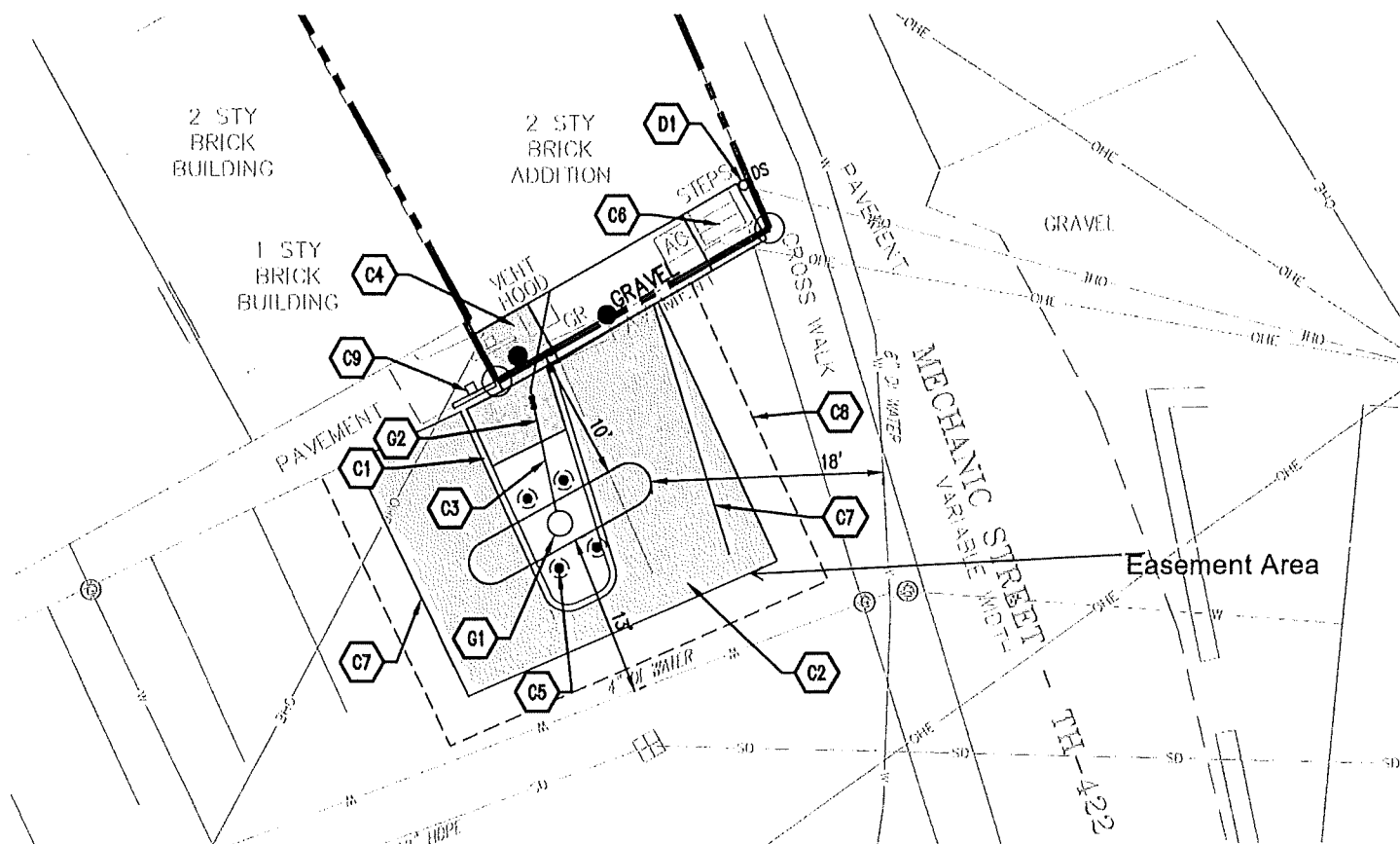
By: _____
Duly Authorized

STATE OF VERMONT
WINDSOR COUNTY, SS

At Village of Woodstock, this ____ day of April 2026, personally appeared _____, duly authorized representative of Amos & Ginger LLC and s/he acknowledged this instrument, by her/him sealed and subscribed, to be her/his own free act and deed and the free act and deed of Amos & Ginger LLC.

Before me _____
Notary Public
Commission#:
Commission Expires: 01/31/2027

EXHIBIT A



X

10 de 10



[REDACTED]

. I truly appreciate your support, advice, and honesty. I'd really love to hear what you think.

Warmly,
Andrés

El El jue, mar 5, 2026 a la(s) 11:39, Kitty Mears Koar <kmearskoar@townofwoodstock.org> escribió:

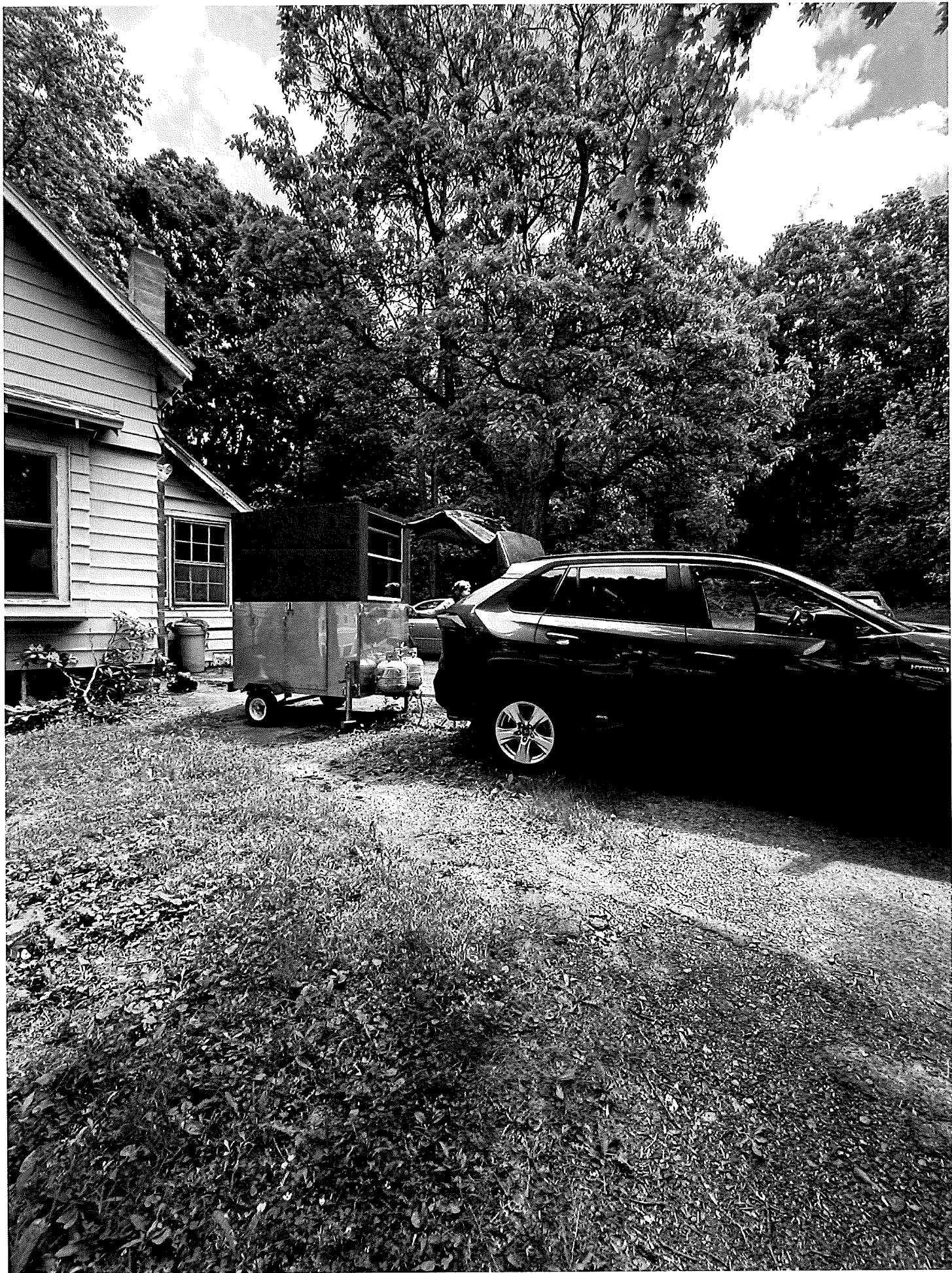
Andres,

Could you send us a brief description of your food truck and when you are thinking of have it here in the Village.

Kitty

Please note that this email message, along with any response or reply, may be considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. 315-320)

Kitty Mears Koar
Administrative Coordinator for the Boards and Commissions
31 The Green
Woodstock, VT 05091
802-457-3456 Option 3
kmearskoar@townofwoodstock.org





Outlook

Re: Food Truck Permits

From Andrés Rangel <rangelandres1992@gmail.com>

Date Thu 6/11/2026 7:34 AM

To Kitty Mears Koar <kmearskoar@townofwoodstock.org>; Laura Powell <lpowell@townofwoodstock.org>

 2 attachments (14 MB)

IMG_4621.jpeg; IMG_4620.jpeg;

Hi Laura and Kitty, good morning! I hope you're doing well.

I wanted to share a little update with you because it's honestly something that has me really excited. I finally bought a small food truck with a friend of mine — another server — and it's something we've both dreamed about doing for a long time.

We decided to call it **Dog Dogs**, and the idea is to keep it simple, fun, and very community-oriented. We want to create something really nice and welcoming — decorate the little trailer beautifully, have uniforms, do everything professionally, and, most importantly, fully comply with all food safety, sanitation, licensing, and health requirements.

This project means a lot to me personally. My daughter goes to WES, I work at the Woodstock Inn, and even some of the team at Santé have been excited for us and want to support this little dream we're trying to build. It feels really special to try to create something positive right here in the community we're already part of.

Our idea is to make it something fun and local — ask the community what kinds of hot dogs they'd love to see, create a nice atmosphere, and hopefully bring something enjoyable to the area. We've even thought about fun little ideas tied to the name, maybe even something dog-friendly for the community.

I remembered that some time ago you encouraged me to go for it, so I wanted to reach out for your advice and support. We've already started working on the food permits, sanitation requirements, paperwork, and all the documentation needed, but now I'm trying to understand who would be the right person to speak with regarding the possibility of parking the trailer near the Green (or around that area).

As far as I know, I haven't seen clear guidelines for food trucks in town, although ours is very small and the intention is to keep it tasteful, beautiful, and community-friendly. We'd love for it to look really nice and fit well with the spirit of Woodstock.

I'd also love your guidance on what paperwork or permissions the town might need from us. Do you think I should reach back out to Town Hall, or is there someone specific you think would be the right person to talk to?

I'd be happy to share some pictures of the trailer as it is now and some ideas for how we're thinking of decorating it.

Thank you so much

From: Laura Powell <lpowell@townofwoodstock.org>

Sent: Wednesday, March 4, 2026 6:41 PM

To: rangelandres1992@gmail.com <rangelandres1992@gmail.com>; Kitty Mears Koar <kmearskoar@townofwoodstock.org>

Subject: Food Truck Permits

Hey Kitty,

I'm excited to introduce you to Andres, who is interested in apply for a food truck permit on the Green. Can you shepherd him through that process?

Thank you!!

Laura

**Village of Woodstock
Board of Trustees Meeting
June 9th, 2026
6:30 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

23 in person 4 online

Present: Vice Chair Jeffrey Kahn, Chair Lisa Lawlor, Brenda Blakeman, Jamie Fox, Stephen Stuntz

Staff: Eric Duffy, Kitty Mears Koar

Public: Delta Henning, Wes Henning, Norm Frates Jr., Patrick Crowl, Beth Finlayson, Wendy Spector, Nicholas Seldon, Betty Ann McGuire, Steven Huveltdt, Finn Collen, Gail Devine, John Malcolm, Carol Cunningham, Norm Frates Jr., Byron Kelly, Michelle Sutherland, David Ormiston, David McGuire, Leola Croix, Todd Kortekamp, Wendy Marrinan, Jon Spector, Emma Stanton, Tom Meyerhoff, Mark Fleming, Judy Fleming

A. Call to order

Chair Lisa Lawlor called June 9th, 2026, Village Trustees meeting to order at 6:30 PM.

B. Additions and Deletions-

Vote Village Conservancy Process

~~Municipal Employee Parking Pass~~

Move 33 Central Easement and Rotary Plaque to the top of the Votes

Add- Banner over Central Street

The public was also reminded that those attending via Zoom could raise a hand to be unmuted for comment.

C. Citizens' Comments

Nicholas Seldon raised concerns regarding the Municipal Manager's forthcoming compensation. He referenced financial misconduct and misrepresentation of the Village's finances. He spoke about an Open Meeting Law violation. He concluded by urging the Board to adopt a code of conduct that would allow citizens to recall elected officials.

The Board received the comment without response, as is customary during the citizens' comment period.

D. Reports

Manager's Report

Eric Duffy covered several items in the absence of Interim Police Chief O'Keeffe:

Utility Bills: Water and sewer bills are due by 4:30 PM on Thursday, June 11th. Bills must be physically received in the office by that deadline; post-dated will not be accepted. Water meters will also be read in the coming weeks for the final reading of the fiscal year.

FY25 Audit: The audit is complete and will be posted to the village website by the end of the week. A date for the auditors to present to both boards is expected to be confirmed shortly.

Housing: An RFP for a Housing Strategic Plan has been advertised through contract staff, and the housing task force has also been advertised. Municipal staff attended a meeting in Montpelier with the Agency of Natural Resources to discuss the permit process required for those improvements, and paperwork requesting variances will be submitted in the coming days.

Fire/EMS (May): 27 fire calls (7 in the Village); 88 EMS calls (19 in the Village); 9 building inspections; CPR certification completed for approximately 32 community members.

Police (May): 58 motor vehicle stops; 35 tickets issued; 23 warnings; approximately \$5,704 in fines; 346 parking tickets issued; 154 calls for service in the Village and 143 in the Town.

Finciancial Report

Eric Duffy provided a projected fiscal year-end overview, noting a tentative surplus of approximately \$2,600 as of the prior Friday, though he acknowledged the number may shift into a deficit in July due to a timing difference related to parking meter revenue and expenses. The higher parking meter expense will be offset by higher corresponding revenue when fully reconciled. He noted parking meter revenue for May 2026 was \$12,460, compared to \$7,262 the prior year—a notable increase.

Key line-item notes included:

- **Short-Term Rentals:** Only approximately half of expected registrations are reflected in the current figures. Twelve active Village licenses have been issued, averaging approximately \$2,000 per registration, for a projected \$24,000 in revenue once all reconciliations are complete.
- **Police Revenue:** An unusually high figure reflects a check received for a traded-in police vehicle and grant funds for a camera system that are currently sitting in the revenue line.
- **Budget Offsets:** A journal entry will be made at year-end to properly allocate amounts between the equipment maintenance, small tools, and building maintenance line items, which are currently skewed due to booking timing.
- **Total Appropriations:** At 95.59%, or approximately 92%, when capital reserve transfers are backed out—consistent with the village being roughly 90% through the fiscal year.

Vice Chair Jeffrey Kahn raised two questions: a discrepancy in the National Park Land Trust line item, which staff will follow up on, and an inquiry about the tree fund expenditure appearing slightly over budget at \$10,645.

E. Votes

33 Central Street Easement

Eric Duffy provided background, noting that the Board had approved this easement approximately one year prior and that the required 30-day public notice period had passed without petition, making the Board free to proceed.

Discussion arose, however, regarding concerns about the property owners' conduct at the site. Vice Chair Jeffrey Kahn expressed concern about the prolonged and uncleaned presence of a dumpster on the adjacent rented space and noted that delays in the building renovation could spill over into the easement work—specifically, the installation of an underground gas tank in the parking area. Vice Chair Jeffrey Kahn emphasized that once construction begins, it should

proceed in a continuous and timely manner.

Stephen Stuntz echoed those concerns about the dumpster's condition and duration on-site. Eric Duffy clarified that the current easement language does not include provisions dictating construction timelines or site maintenance standards during the work. The Board discussed the possibility of returning to the property owners to request that such language be added, noting they were not present at the meeting.

The Board agreed to table the vote to allow staff to approach the owners about adding language requiring timely and continuous completion of the construction work once begun.

Motion: by Chair Lisa Lawlor to table the 33 Central Street
Easement vote (6:48 PM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 5-0-0 passed

Rotary Plaque

Prior to the vote, the Chair invited public comments, limiting speakers to two minutes given the number of attendees wishing to speak.

Betty Ann McGuire, President of the Woodstock Rotary Club, provided background on the campaign. She explained that the Mount Tom Star was built 80 years ago to welcome home World War II troops, with Rotary serving as its custodian for over 40 years. When the star's structural integrity was threatened, Rotary raised \$175,000 in 45 days from community members, second homeowners, and visitors. She described the request as a variance warranted by special circumstances—the plaque contains over 150 names, reducing its size while remaining legible was not possible, and it would be placed at waist height on the Village Green, accessible to all.

Steven Filchock emphasized the accessibility of Village Green and stated that having the plaque at that location would make the star's significance accessible to those unable to reach the mountaintop.

Gail Devine stated that some causes deserve special consideration and urged the Board to grant the variance.

Norman Frates Jr. noted that since beginning the campaign in August of the prior year he had spoken with over 100 Village and Town residents and had not received a single negative response. He urged the Board to consider this a "real win" for the community and noted that the Rotary would plan a significant public celebration upon installation. He confirmed that DigSafe work had already been completed.

Following public comments, the Board deliberated and the Trustees moved to grant the variance.

Motion: by Vice Chair Jeffrey Kahn to issue a variance for the Woodstock Rotary Mount Tom Star plaque as it exists, to be installed by the Rotary at the location on the Village Green shown to the Village Trustees. The motion noted that the Woodstock Rotary is a 100-year-old nonprofit that has annually benefited the Woodstock citizenry and provided scholarships for decades. The motion further stipulated that the plaque shall be no taller than the existing Village Green fence, and that if the fence is ever changed in location or height, the plaque shall be removed and reinstalled by the Rotary to a location and specification determined by the Village Board of Trustees or the governing entity in charge of the Village Green at that

time. (6:59 PM)

Seconded: Brenda Blakeman

Vote: 4-0-1 passed

Following the vote Eric Duffy confirmed that next steps would involve coordination between the Rotary, DPW Director Greg Fullerton, and staff to ensure no conflicts with work on the Green.

Prouty Ultimate -Parade

No representative from Prouty Ultimate was present or on Zoom. The Board briefly discussed whether to table the item, but noting the event is scheduled for July 10th, the Trustees agreed that the timeline was too tight to defer. The Board acknowledged it had received the application paperwork and that the event was consistent with what had been approved in prior years.

Motion: by Vice Chair Jeffrey Kahn to approve the Prouty Ultimate Parade permit as presented (7:03 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Music on the River – extension of permit

The Board confirmed that the applicant's outstanding fees had been paid in full.

Motion: by Vice Chair Jeffrey Kahn to approve the Music on the River extension of permit as presented (7:04 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Wesley Henning- Use of Gore

Wesley Henning appeared before the Trustees to request renewal of his annual permit to use the Gore for his Revolutionary War living history event, scheduled for Columbus Day weekend. He confirmed no changes from prior years—same number of participants, tents, and no fires. He noted that 2026 marks the 250th anniversary of American independence, making this event particularly meaningful, and that he conducts similar events throughout Vermont. The Trustees expressed appreciation for his longstanding commitment to this program.

Motion: by Vice Chair Jeffrey to approve Wesley Henning's use of the Gore for his Revolutionary War event on Columbus Day weekend as presented (7:06 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Historical Marker for Vail Field

Gail Devine and Patrick Crowl, appeared on behalf of the effort to install a Vermont State historical marker at Vail Field. They explained that the field was donated to the town in 1895 by Henry Vail, and that the marker—approved preliminarily by the State of Vermont—would honor that history. Research had uncovered that in 1900, the field was home to an integrated baseball team that included two African American players and a manager, 47 years before Jackie Robinson. The presenters described the marker as a capstone to a multi-year, multi-party renovation effort that had involved the EDC, the Woodstock Invincibles youth baseball nonprofit, and community fundraising. They noted the full Rotary Club had been painting the pavilion that very day.

The Chair noted that the village owns the property and asked whether written approval

had been obtained from the Village Zoning Administrator. The presenters confirmed they had been in communication with zoning staff and believed approval had been forwarded, though no formal letter was yet on file. The Municipal Manager suggested the Board could approve conditionally, pending receipt of a positive recommendation from the Zoning Administrator.

Motion: by Vice Chair Jeffrey Kahn Motion to conditionally
approve the historical marker for Vail Field, pending the Village
Zoning Administrator's sign-off (7:14 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Judy Fleming – East End Park

Mark Fleming and Judy Fleming to request a permit to use East End Park on Sunday morning, July 26, 2026, for a post-wedding send-off breakfast for their daughter's wedding guests. The event would feature coffee, donuts, breakfast sandwiches, and casual lawn games such as cornhole. The Flemings confirmed the event was not a wedding reception and should therefore fall under the standard event permit rather than the higher wedding/reception fee structure. They acknowledged the public nature of the space, confirmed a porta-john would be on-site for the weekend, and noted they would be purchasing baked goods from the nearby bakery. Certificate of Insurance was on file. The Board confirmed the applicable fee is \$500, plus a refundable \$300 security deposit.

Motion: by Vice Chair Jeffrey Kahn to approve the Judy
Fleming East End Park permit as presented, pending payment of
applicable fees (7:18 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Woodstock Conservancy

Wendy Spector representing the Woodstock Conservancy. She clarified that what she was seeking was not a vote on the process document itself (which she characterized as a flexible guideline), but rather authorization to work with municipal staff to conduct public feedback sessions on the rehabilitation of the Village Green, and an endorsement of the bicentennial planning initiative.

Chair Lisa Lawlor emphasized the importance of robust public engagement. Wendy Spector confirmed that this was precisely the Conservancy's objective, and that she was in discussions with the Municipal Manager about scheduling public forum dates. She outlined a plan of at least three public sessions covering design concepts, materials and costs, and a final review prior to delivering a formal recommendation to the Board. An online survey would also be launched through the town's website to provide an additional input channel prior to the first public session.

Motion: by Vice Chair Jeffrey Kahn authorize the Woodstock
Conservancy to work with municipal staff to conduct public feedback
sessions on the rehabilitation of the village green, to endorse the
bicentennial planning initiative, and to authorize the working group
to proceed with stakeholder coordination and sponsorship outreach
(7:24 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

F. Discussion

Bookstock Recap

Jon Spector provided a recap of the 2026 Bookstock event. The event featured 16 author events, a used book sale, children's activities on the Green, book vendors, a new event called "Cookstock", Pentangle film event with the screenwriter in attendance, and a library book sale on Sunday. Venues were consolidated to four locations—the library, the Village Green, Town Hall, and one other—all within easy walking distance of one another.

Key results included approximately 1,500 attendees estimated overall, with 990 counted at the book sale and 410 at author events; 11,000 books collected (50% more than the prior year); 4,500 books sold (believed to be a record); 120 volunteers contributing approximately 700 hours; and a financial surplus. Customer satisfaction surveys showed stronger results than the prior year.

Looking ahead to 2027, the team plans to continue the mid-May scheduling, expand Cookstock, maintain existing partnerships (Vermont Book Awards, Sundog Poetry, the library), and continue collecting data. The Trustees thanked Jon Spector and the entire Bookstock volunteer team. Vice Chair Jeffrey Kahn also recognized the volunteer experience as exceptionally well-organized, noting the systems for book sorting and the volunteer sign-up platform.

Chair Lisa Lawlor noted that the Board intends to invite event organizers to the following month's meeting for a debrief, with the Pride event organizers expected at the next meeting.

Banner on Central Street

Vice Chair Jeffrey Kahn raised concerns about the structural adequacy of the recently displayed banner that had been stretched across Central Street. The banner had torn at its attachment points, requiring the lower two anchor points to be released, causing it to bunch and flap. The Trustee recommended that, should any entity wish to use this location for a banner in the future, a formal policy be established similar to the existing banner regulations for the Village Green, including a one-week maximum display period, a Certificate of Insurance, and an associated fee.

The Trustees agreed with their concern about the physical condition of the banner. Brenda Blakeman stated plainly that she did not feel the banner looked appropriate and questioned whether the concept should continue at all. Eric Duffy noted that existing policy appears to address banners on the Green only, and that the prior approval for use of this location was made as a special exception. Wendy Marrinan stated that the banner had been highly distracting and cited a near-miss pedestrian incident as a safety concern.

The Board concluded that this is a discussion item only and that no policy currently governs banners at this location. Further discussion and potential policy development will continue, including as part of a broader conversation with Pride organizers at next month's meeting.

Short Term Rental Update

Eric Duffy relayed an update from the Short-Term Rental coordinator. New software is operational and has identified 112 short-term rental properties across the municipality. Staff are in the process of removing ineligible listings (hotels, AirBnBs etc.) from that list and will then begin outreach to unlicensed operators. Currently, 12 active licenses are held in the Village and 75 in the Town, with approximately 1–2 new applications received per month. The registration deadline is June 30th.

Vice Chair Jeffrey Kahn expressed concern that the number of registered Village

properties appeared low relative to expectations and asked whether all previously licensed operators had been contacted about the urgency of renewal and the consequences of non-compliance. Eric Duffy confirmed outreach had been made to known operators.

Brenda Blakeman noted that her household had attempted to renew two properties multiple times but found no renewal option available on the website. She confirmed she had been in contact with staff, who acknowledged the technical issue and were working to resolve it. The Board acknowledged this could account for some of the registration gap.

Wendy Marrinan raised the broader policy question of whether the Village's current unlimited short-term rental license structure could contribute to housing availability concerns, and whether there was a way to use the new software data to assess the relationship between short-term rentals and housing inventory. Eric Duffy indicated this could be explored through the contract Housing Director.

A clarification was offered that the unlimited license structure applies to the Village (at a higher fee), while the Town operates under a different framework.

Wassail Prep

The Board agreed to invite Wassail event coordinator Jim Kelly to the next meeting to provide an update on planning progress, with particular interest in exploring the use of upscale portable restrooms given the event's scale.

Foliage Non-Profit Food Plan

Chair Lisa Lawlor proposed sending advance notice to established nonprofit food vendors about the opportunity to participate in the Foliage season green events, rather than waiting until September. The Board agreed to proceed with distributing outreach to the existing list of 10–12 nonprofit and school groups.

Electronic signs on 106 and route 4

This item was tabled as no resident representative was present to speak to it. The Board agreed to carry the item to the next meeting.

Fire Risk on Mount Peg

Stephen Stuntz raised concern about the volume of downed wood and standing dead trees (likely elm) along the northwest side of Mount Peg, particularly on the lower third of the trail network including the Spruce Trail. The Trustee noted the proximity of residential properties to this area and expressed that the conditions—dry, with significant fuel load—presented a meaningful fire risk that looked notably different from other nearby forested areas.

The Trustee requested that a professional assess the situation, suggesting either the Fire Chief or a forester, and asked what mitigation options might be available if a risk is confirmed. Eric Duffy committed to contacting David Green the following morning to initiate that assessment. The Board agreed this should be a standing discussion item with a written report or update at the next meeting. Eric Duffy also noted he would reach out to the mountain biking community and the Billings Farm/park stewards who help manage some of the trails.

G. Approval of Minutes

Two corrections to May 4, 2026 minutes were noted:

1. A speaker's name was misspelled—"Barbara of Otranto" was the correct name
2. The short-term rental registration deadline was listed in the minutes as June 1st; Eric Duffy asked to confirm whether the correct deadline is June 30th.

Motion: by Vice Chair Jeffrey Kahn to accept the minutes with the corrections (8:02 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

H. Adjournment

Motion: by Vice Chair Jeffrey Kahn to adjourn the meeting at
(8:03 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Respectfully submitted,
Kitty Mears Koar

**Village of Woodstock
Board of Trustees Meeting
June 18th, 2026
8:30 AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Vice Chair Jeffrey Kahn, Chair Lisa Lawlor, Brenda Blakeman, Stephen Stuntz

Staff: Eric Duffy

Public: Nicholas Seldon, David Ormiston

A. Call to order

Chair Lisa Lawlor called June 18th, 2026, Village Trustees meeting to order at 8:30 AM.

B. Additions and Deletions- None

C. Citizens' Comments

Nicholas Seldon stated that the Village had received unfavorable rulings on all its motions and indicated that depositions of Village officials would be proceeding as a result. He also raised a concern regarding a recent court filing by the Village's legal counsel. He further called on the Board to refund what he described as illegally collected funds.

D. Discussion

Twin Pines Parking Request at East End Park

David Ormiston, Project Manager for the Melishwood Senior Housing Project with Twin Pines Housing, presented a request for permission to park resident vehicles at East End Park on a temporary basis. He opened by thanking Village staff, specifically Eric Duffy, Stephanie Appelfeller, and Emily Coilins, for their assistance with the project to date.

Mr. Ormiston provided a brief project update. The Melishwood redevelopment is a two-year, two-phase project. Phase 1 is currently underway, with framing well along and roofing expected to begin the following week. The project involves the complete renovation of two historic buildings on Pleasant Street and the demolition of two 1970s-era buildings at the rear of the property. The first rear building has already been demolished; the second is scheduled for demolition in December or January. Approximately 20 residents currently remain on-site during construction, and the new Phase 1 building — comprising 28 units — is anticipated to be ready for occupancy by mid-December.

The core of Mr. Ormiston's request concerned parking. He estimated that once the new Phase 1 building is occupied at full capacity, approximately 14 resident vehicles will need to be accommodated. Beginning in the spring of 2027, the significant site work associated with Phase 2 — including drainage, sidewalks, and parking lot construction — will make it impossible to keep those vehicles on-site at Melishwood. East End Park, located within walking distance of Melishwood along a sidewalk-connected route, was identified as the most viable option to absorb those vehicles.

In response to Board questions, Mr. Ormiston clarified that the anticipated period during which off-site parking would be needed runs from approximately April 1, 2027 through October 2027, the projected completion date for Phase 2. He noted that he had deliberately proposed an April start — rather than January — specifically to avoid burdening Village crews with plowing around parked vehicles at East End Park during the winter months.

Mr. Ormiston also stated that Twin Pines Housing would be willing to pay a reasonable

monthly fee per parking space — suggesting a range of approximately \$100–\$150 per space per month — in recognition that the Village does not currently offer overnight parking at that location.

The Board acknowledged the request and the complexity involved. Chair Lisa Lawlor indicated that a decision would be deferred to the next regularly scheduled Board of Trustees meeting, to be held on the second Tuesday July 14th, and invited Mr. Ormiston to attend that meeting.

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

Motion: By Chair Lisa Lawlor moved to find that premature public knowledge of discussion of pending litigation, attorney client communications will place the Village Trustees at a substantial disadvantage, including by potentially waiving attorney client privilege and disclosing confidential information. (8:44 AM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 4-0-0 passed

Motion: By Vice Chair Jeffrey Kahn under 1 V.S.A 313 (a)(1)(E),(F) moved to enter executive session for attorney client communications in discussion of pending litigation and to invite lead counsel, the municipal manager and VLCT PACF representatives to join us. (8:45 AM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

Motion: by Vice Chair Jeffrey Kahn to exit executive Session
(9:21 AM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

F. Adjournment

Motion: by Vice Chair Jeffrey Kahn to adjourn the meeting at
(9:21 AM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Respectfully submitted,
Kitty Mears Koar