

Village of Woodstock
Board of Trustees
September 8th 2026 at 6:30 PM
Town Hall & Zoom
Agenda

A. Call to order

B. Additions and Deletions to posted agenda

C. Votes

- a. Permits for Fall Foliage Food
- b. Village Historic Preservation Commission Appointment
 - 1. Ellen Soroka
- c. Trustee of Public Fund Appointment
 - 1. Mark Hall

D. Discussion

- a. Discussion of Tier 1B
- b. Rules and Procedures for meeting
- c. Bylaw Hearing Date Announcement
- d. Appreciation of class of 1963 for Vail Field Water foundation
- e. Middle Bridge Closure for Foliage
- f. Wassail Update
- g. Police Detail Fee Increase
- h. Foliage Prep
- i. Halloween Discussion

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

Update on Police Union Contract Negotiations

F. Reports

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

G. Citizens' Comment – Three Minute Maximum Limit Per Resident (10 minutes)

H. Approval of Minutes

08.11.26
08.17.26
08.24.26

I. Adjournment

The link to join us by Zoom is:

<https://us02web.zoom.us/j/85879622419?pwd=Q1NZUIFKaWRPTmZURFppUGxWRU9UUT09>

Or from zoom.us you can enter these details to join the meeting:

Meeting ID: 858-7962-2419

Password: 412048

You can also download the Zoom app on your smartphone.

Fw: Fall Foliage Food Registration - Keri Bristow

From Kitty Mears Koar <kmearskoar@townofwoodstock.org>

Date Tue 9/1/2026 12:07 PM

To Kerilyn Bristow <kerilynbristow@gmail.com>



Fall Foliage Food Registration

Name	Keri Bristow
Business Name:	Trees and Seeds (non-profit)
Type of Food	Chili, soups, hot dogs, mac n cheese, baked goods, hot and cold beverages
Do You Need Electricity (YES OR NO)	Yes
Date Requested for Vendor to have Food on the Village Green	9/26, 9/27, 10/3, 10/4, 10/10, 10/12
Do You Have a Certificate of Insurance (YES OR NO) *It is required	Yes
Address	78 Valley Views Road, Bridgewater Corners, VT, 05035
Phone Number	(603) 359-3948
Email:	info@treesandseeds.org

You can [edit this submission](#) and [view all your submissions](#) easily.



NFP PROPERTY & CASUALTY SERVICES, INC. (ST. JOHNSBURY)

PO Box 4509
St. Johnsbury, VT 05819

christina.dudley@nfp.com
Phone: (802) 217-2418 Fax: (802) 748-1208

Enclosed you will find a **non-admitted** renewal Non Profit Management Liability quote for Trees and Seeds. The Expiring policy number is NDO2561355C and the expiration date is 10/17/2026.

Section I- Details the premiums, taxes and fees associated with this account. In addition, it provides the Underwriting Notes and covers any of the additional underwriting information that might be needed prior to binding or within 21 days of the inception date.

Section II- Lists the required coverage forms, notices, endorsements and exclusions.

In addition we have included some materials that will assist in the evaluation of this offer of coverage.

- A pre-filled application that includes the information you have already provided.
- A Point of Sale piece that provides some claims scenarios this account may encounter and a coverage checklist that can be compared to the quotation of another carrier.

For your convenience, an area on page 1 of the quote has been provided to record your requested effective date.

We invite you to contact us to discuss the benefits of any coverages, the costs associated or simply to provide feedback! We welcome the opportunity to talk with you about this quote.

Thank you for the opportunity to quote this account!

Sincerely,
Christina Dudley
NFP PROPERTY & CASUALTY SERVICES, INC. (ST. JOHNSBURY)



NFP PROPERTY & CASUALTY SERVICES, INC. (ST.
JOHNSBURY)
PO Box 4509
St. Johnsbury, VT 05819

christina.dudley@nfp.com
Phone: (802) 217-2418 Fax: (802) 748-1208

NDO026L5112

Quote is valid until 10/17/2026

To: **Trees and Seeds**

Renewal of: NDO2561355C - Expiration Date: 10/17/2026

Please bind effective: _____
Insured email address: _____
Insured phone number: _____

From: Christina Dudley

christina.dudley@nfp.com

I. PREMIUM AND UNDERWRITING NOTES/REQUIREMENTS

NON PROFIT MANAGEMENT LIABILITY POLICY INFORMATION

Carrier:	Mount Vernon Fire Insurance Company
Status:	Non-admitted
A.M. Best Rating:	A++ (Superior) - XIV

Non Profit Directors & Officers Liability Limit Options(D&O)

LIMIT OPTIONS	PREMIUM	ADDITIONAL COSTS	AMOUNT DUE
☐ \$1,000,000	\$744	\$22.32	\$766.32

Employment Practices Liability Limit Options(EPL)

LIMIT OPTIONS	PREMIUM	ADDITIONAL COSTS	AMOUNT DUE
☐ Not Offered			

ADDITIONAL QUOTE INFORMATION

D&O Retention: \$0 Each Claim

Directors and Officers Coverage is provided on a Claims Made basis.

Retroactive Date D&O: Full Prior Acts

Prior or Pending Litigation Date D&O: 10/17/2022

Defense Costs are Outside the Limits of Liability

Data and Security+ Endorsement is included in the Directors and Officers premiums shown

Business Resource Center including Human Resources consulting services and online toolkit included in the premiums shown

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

ADDITIONAL COSTS INCLUDE:

Vermont Surplus Lines Tax

3.00%

FREE AND DISCOUNTED BUSINESS SERVICES AVAILABLE TO USLI INSUREDS – VISIT BIZRESOURCECENTER.COM FOR DETAILS

This account is subject to the following - Sections A, B and C:

Please note that we will not be able to bind coverage until we satisfy all Prior to Binding requirements.

A. Prior To Bind Requirements:

- A completed Confirmation of Material Information Form (attached) signed and dated by the president or chairman. These terms are valid as long as all of the questions are answered 'NO'. If any questions are answered 'YES', please submit the form along with details to the home office for review and revised renewal terms.

B. Items Required Within 21 days of the inception of coverage:

- No Items Required Within 21 Days

C. Underwriting Notes:

- Call Us! We want to work with you to retain your business!
- If a notice of claim is received by the Insured or United States Liability Insurance Group between the date of this quote letter and the expiration date of the policy, United States Liability Insurance Group retains the right to require a complete renewal submission and re-underwrite the terms and conditions.

II. REQUIRED FORMS & ENDORSEMENTS

Non Profit Management Liability Endorsements

2110	(04/15) Service Of Suit	DO-283	(11/17) Data and Security Plus Endorsement
DO-100	(05/17) Directors and Officers Coverage Part	DO-314	(03/21) Biometric Information Exclusion
DO-209	(05/17) Absolute Professional Liability Exclusion	DO-GTC	(05/17) General Terms and Conditions
DO-224A	(05/17) Sexual Abuse Exclusion	Jacket	(07/19) Policy Jacket
DO-240	(05/17) Limited Territory Endorsement	PL 1 PFAS	(03/23) Exclusion - Perfluoroalkyl And Polyfluoroalkyl Substances (PFAS)

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

FRAUD STATEMENTS

Alabama, Arkansas, District of Columbia, New Mexico, Rhode Island and West Virginia: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Arizona Notice: Misrepresentations, omissions, concealment of facts and incorrect statements shall prevent recovery under the policy only if the misrepresentations, omissions, concealment of facts or incorrect statements are; fraudulent or material either to the acceptance of the risk, or to the hazard assumed by the insurer or the insurer in good faith would either not have issued the policy, or would not have issued a policy in as large an amount, or would not have provided coverage with respect to the hazard resulting in the loss, if the true facts had been made known to the insurer as required either by the application for the policy or otherwise.

California: For your protection California law requires the following to appear on this application. Fraud Statement: Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.

Florida Fraud Statement: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kansas Fraud Statement: Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral, or telephonic communication or statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto may be guilty of a crime and may be subject to fines and confinement in prison.

Maine Fraud Statement: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

New Jersey Fraud Statement: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

New York Fraud Statement: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

Ohio Fraud Statement: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Ohio Representation Statement: By acceptance of this policy, the Insured agrees the statements in the application (new or renewal) submitted to the company are true and correct. It is understood and agreed that, to the extent permitted by law, the Company reserves the right to rescind this policy, or any coverage provided herein, for material misrepresentations made by the Insured. It is understood and agreed that the statements made in the insurance applications are incorporated into, and shall form part of, this policy. **THE INSURED**

UNDERSTANDS AND AGREES THAT ANY MATERIAL MISREPRESENTATION OR OMISSION ON THIS APPLICATION WILL ACT TO RENDER ANY CONTRACT OF INSURANCE NULL AND WITHOUT EFFECT OR PROVIDE THE COMPANY THE RIGHT TO RESCIND IT.

Oklahoma Fraud Statement: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Oregon Fraud Statement: Notice to Oregon applicants: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may be guilty of insurance fraud.

Kentucky and Pennsylvania Fraud Statement: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Tennessee, Virginia and Washington Fraud Statement: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.

Fraud Statement (All Other States): Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance may be guilty of a crime and may be subject to fines and confinement in prison.

We may need to collect certain personal information to provide you with our services and products. For information on how we store, use and protect personal information, please see our Privacy Policy accessible on our website, <https://www.usli.com/privacy-policy/>.



Privacy Notice At Collection

We may need to collect certain personal information to provide you with our services and products. For information on how we store, use and protect personal information, please see our Privacy Policy accessible on our website, <https://www.usli.com/privacy-policy/>.



THE BUSINESS RESOURCE CENTER

Save Time and Money with Free and Discounted Resources

As a policyholder through USLI, you have access to many free and discounted services that will assist you in operating and growing your business through the Business Resource Center (BRC). Consider the following services and associated cost savings when deciding where to place your insurance!

Free

HR Consultation Helpline and Library by PeopleSystems

Speak to a HR expert for personnel issues, including harassment and discrimination, the Family and Medical Leave Act, disability, wage and hour regulations and more.

Call 1-877-655-3566. Representatives are available from 8 a.m. to 7:30 p.m. ET. Please have your USLI policy number available for easy registration.

Data Breach Prevention and Response Resources by eRiskHub®

Better understand your exposure to a data breach and the importance of a response plan. Gain access to training videos, risk assessment, and a data breach calculator.

Loss Control Resources on Property Safety, Disaster Preparedness and Recovery

Access a library of articles, checklists and videos for guidance on how to mitigate property-related risks. Along with tips for preparing for natural disasters and severe weather.

Discounted

Background Checks and Screenings by Background Info USA

Packages include security number validation, address tracing, multi-court criminal database, sex offender and OFAC security searches, and more.

Receive your **first employment/volunteer background check package for free**. Additional screenings start at \$10, excluding court and/or state fees.

- 10-panel Drug Screening – \$36
- Tenant Screening – \$20
- Motor Vehicle Report (MVR) – \$5 + state fees
- Credit Report – \$10

HR and Payroll Management System by Primepoint

Integrated and customizable solution that saves time and provides business intelligence to manage your business more effectively. Receive 10–25% off.

Employee Workplace Assessment by Talogy

The Caliper Profile is an in-depth assessment to help employers make informed hiring decisions based on objective information. Receive the test and consultation with a representative for \$265.

State-specific Compliance Training by Traliant

Immersive learning experiences on topics like sexual harassment and prevention, workplace safety, HR, diversity and inclusion. Receive 10% off.

Stationery, Signage and Promotional Items by ANRO and Conlins Printing

Work directly with the vendor who will guide you through the process of ordering business cards, envelopes, letterhead, banners, lawn signs, table throws, posters and more. Receive 15–30% off.

Additional Online Certifications

- Alcohol Safety by LiquorTraining.com – \$11 per server
- Food Handlers and Managers by StateFoodSafety – 10% off
- CPR and First Aid by Protraining – 10% off



**Use your policyholder benefits to their fullest.
Visit bizresourcecenter.com to get started.**



Check Out Your New Employment Practices Liability Risk Management Toolkit from PeopleSystems

Free Employment Practices Liability (EPL) Helpline 1-888-811-4182 (8 a.m. to 7:30 p.m. Eastern Time)

If a human resource consulting firm offered you their time and expertise for free, would you lock their phone number and email address in a drawer and never call? Of course not! Do you have questions such as:

- ▶ What are the current federal and state employment laws I need to know?
- ▶ What are "wage and hour" regulations? What does "exempt" versus "non-exempt" mean?
- ▶ How should I handle terminating, suspending or warning an employee?
- ▶ What type of human resources policies should I have in place?
- ▶ How should I properly document performance issues and disciplinary actions in an employee's file?
- ▶ What are appropriate and inappropriate questions to ask during an employment interview?
- ▶ What guidelines should I use to investigate a complaint of discrimination or harassment?

PeopleSystems is just a free phone call or email away!

Online Human Resources Center www.peoplesystems.com/USLI

To access the USLI policyholder features, click on "Request for client login" and complete with your information. Please take a moment to become familiar with the new PeopleSystems Resource Center's information.

- ▶ **Helpline to email your human resource questions:** Now you can email your questions via this web portal.
- ▶ **Human resource news center and recent employment law changes:** The news center keeps you up-to-date with recent changes in state and federal employment laws and what they mean to you as well as pertinent articles on employment issues you need to know about.
- ▶ **Human resource manual and employment forms:** You will find "Best Practices" helpful for handling common human resource issues. Issues may include conducting employee evaluations and understanding employment laws such as FLSA, FMLA and COBRA.
- ▶ **Human resource recommendations:** You will also find sample human resource policies regarding discrimination, harassment, employment at-will and electronic communications.



Directors and Officers and Employment Practices Liability for Nonprofit Organizations

As a director or officer of a non profit organization, are you immune from liability?

- ▶ Immunity does not prevent an organization from being sued
- ▶ Immunity typically applies to volunteers, not to paid employees or the organization itself
- ▶ Employment-related laws are the same for any type of organization
- ▶ Over 90 percent of the claims against nonprofit organizations are employment practices-related
- ▶ These employment practices claims may include wrongful termination, third party sexual harassment, and third party discrimination
- ▶ Nearly 85 percent of nonprofits have an annual budget that is less than the average cost to defend a claim closed by litigation

Why you should purchase the Nonprofit Directors and Officers and Employment Practices Liability policy:

COVERAGE FEATURES	USLI	COMPETITORS
Separate limits of liability for D&O and EPL claims (D&O Limit not eroded by employment claims)		
Defense outside the limit of liability on all claims		
Punitive damages, where insurable by law, included automatically in most states.		
Third-party sexual harassment and third-party discrimination coverage		
Lifetime occurrence reporting provision (Occurrence feature for former D&Os)		
Coverage for both monetary and non-monetary claims		
Coverage for outside directorship liability		
Risk management services - Free unlimited employment practices consultation via a toll free helpline supported by the ability to ask questions online in the new EPL Risk Management Toolkit from PeopleSystems. The toolkit also contains a helpful news center, how-to guide for writing an employment manual and sample HR policies and employment forms.		
Fair Labor standards Act (FLSA) \$100,000 sublimit for defense and settlement (available in most states)		
Flexible coverage options including shared limits for various coverage parts and defense inside the limits available for discounted pricing		

Fw: Fall Foliage Food Registration - Sarit Werner

From Kitty Mears Koar <kmearskoar@townofwoodstock.org>

Date Wed 8/26/2026 8:16 AM

To Eric Duffy <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)

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

From: Sarit Werner <noreply@jotform.com>

Sent: Wednesday, August 26, 2026 1:11 AM

To: Admin <admin@townofwoodstock.org>

Subject: Re: Fall Foliage Food Registration - Sarit Werner



Fall Foliage Food Registration

Name	Sarit Werner
Business Name:	WES TPVS PTO
Type of Food	Bake Sale /crock pots
Do You Need Electricity (YES OR NO)	Yes

Date Requested for Vendor
to have Food on the Oct 4, Oct 11
Village Green

Do You Have a Certificate
of Insurance (YES OR NO) Yes
*It is required

Address Woodstock Elementary School, 5 south street, Woodstock ,
Vt, 05091

Phone Number (917) 340-0881

Email: wes-tpvs-pt@mtnviews.org

You can [edit this submission](#) and [view all your submissions](#) easily.

You can also view your submissions with our mobile apps.



Do not show this anymore x



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/14/2025

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 Fred C. Church Insurance 41 Wellman Street Lowell MA 01851	CONTACT NAME: Amber Macklin	
	PHONE (A/C, No, Ext): 978-458-1865	FAX (A/C, No): 978-454-1865
	E-MAIL ADDRESS: amber.macklin@assuredpartners.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Citizens Insurance Company of America	31534
	INSURER B : Hanover American Insurance Company	36064
	INSURER C : Massachusetts Bay Insurance	22306
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 995811457

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:			LDN M08009500	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			AWN M045290-00	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$			UHN M084087 00	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
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	N/A	WDNM045120	7/1/2025	7/1/2026	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Town/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

© 1988-2015 ACORD CORPORATION. All rights reserved.

Request for Appointment to Town & Village of Woodstock Public Boards, Commissions, and Committees

Name: Ellen Phillips Soroka
Physical address: 2776 East Woodstock rd. Mailing address: PO box 503 05073
Telephone: 434-327-8477 Email: lbseps@gmail.com

Board/Commission/Committee you are applying for: Historic Preservation Commission

Thank you for being willing to serve the Town and/or the Village of Woodstock. Applicants who are interested in serving on one of these boards are asked to:

- Attend at least 1 meeting of the relevant board/commission/committee before their interview
- Complete this application and return it to Kitty Koar at kmearskoar@townofwoodstock.org

All members appointed will be asked to:

- Attend 80% of regularly scheduled meetings (unless there are extenuating circumstances)
- Follow the Open Meeting Law requirements
- Prepare for meetings by reviewing all appropriate material before each meeting
- Follow the Woodstock Conflict of Interest Policy which can be found at http://townofwoodstock.org/wp-content/uploads/2019/02/Conflict-of-Interest-Policy_2017.pdf
- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: I was invited to join the Historic Preservation Commission by Wendy Marrison and Isabelle Bradley

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: I have taught and practiced architecture for 35 years, and my research focused on how to introduce modern materials into a historic town where preservation is particularly important. I was awarded a Rome Prize in 2001 in Conservation and Historic Preservation.

Previous Volunteer Experience

Summarize your previous volunteer experience: I volunteered for the Village Design Review Board and was
reinstated in 2026.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Signature: Ellen Phillips Soroka

Date: August 11, 2026

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.

Request for Appointment to Town & Village of Woodstock Public Boards, Commissions, and
Committees

Name: Mark Hall
Physical address: 27 the Green Mailing address: _____
Woodstock, VT 05091
Telephone: 3478038423 Email: mark.james.hall@gmail.com

Board/Commission/Committee you are applying for: Trustee of Public Funds

Thank you for being willing to serve the Town and/or the Village of Woodstock. Applicants who are interested in serving on one of these boards are asked to:

- Attend at least 1 meeting of the relevant board/commission/committee before their interview
- Complete this application and return it to Kitty Koar at kmearskoar@townofwoodstock.org

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- Contribute to work requested outside of the regular meetings if necessary
- Abide by the rules and responsibilities of each board
- Advise the board chair, the Town Manager, Select Board and/or Trustees immediately of their resignation

Reasons for request appointment

Summarize the reasons that you are requesting appointment: _____

Mike Green asked for my help on this board, and I'd be happy to give some of my time to the town.

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or thorough other activities, including hobbies or sports: _____

Prior to moving to Woodstock, I worked in finance for a number of years. I am familiar with financial markets and generally financially literate.

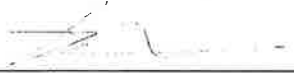
Previous Volunteer Experience

Summarize your previous volunteer experience:

I am currently on the Rockefeller Fund Advisory Committee, and have previously spent time on the board of the Norman Williams Public Library.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Signature: 

Date: 8/24/2026

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.

August 2026

T2 Iris Transaction Summary 09/01/2026 11:18 AM EDT

Date/Time: 08/01/2026 12:00:00 AM to 08/31/2026 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	160	\$201.00	Total Collections	2488	\$6500.55	Revenue	0	\$0.00	Total Transactions	2715
Revenue	160	\$201.00	Revenue	2488	\$6500.55	Test Transactions	0	\$0.00	Total Collections	\$6701.55
Change Issued	0	\$0.00							Revenue	\$6701.55
Refund Tickets	19	\$12.30	PASSCARD			SMART CARD				
Total Refunds	0	\$11.95	Total Collections	0	\$0.00	Revenue	0	\$0.00		
Excess Payment	19	\$12.30	Revenue	0	\$0.00	Recharges	0	\$0.00		
Attendant Deposit	0	\$0.00								

Aug 2025 - \$20,231.58
Aug 2024 - \$15,685.00
Kiosks \$ 6701.55
Meters \$ 2930.50
Parkmobile \$ 17,387.85
TOTAL - \$ 27,019.90

09/04/26
08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 1 of 7
Robert Densmore

Account	Budget	Actual	% of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	839,547.40	0.00	0.00%
2-4009-000 National Park Land Trust	14,500.00	0.00	0.00%
Total REAL ESTATE TAX REVENUE	854,047.40	0.00	0.00%
2-401 HIGHWAY REVENUE			
Total HIGHWAY REVENUE	0.00	0.00	0.00%
2-402 FEES & PERMITS			
2-4025-000 Use of Green	1,000.00	250.00	25.00%
2-4026-000 Curb Cuts Permits	300.00	85.00	28.33%
Total FEES & PERMITS	1,300.00	335.00	25.77%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	22,500.00	0.00	0.00%
2-4042-000 Fines	50.00	1,175.00	2,350.00%
Total SHORT TERM RENTAL ENFORCE	22,550.00	1,175.00	5.21%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	35,000.00	15,107.50	43.16%
2-4053-000 Yard Sale Permits	50.00	150.00	300.00%
Total PLANNING & ZONING	35,050.00	15,257.50	43.53%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	38,750.00	9,309.60	24.02%
2-4062-000 Parking Meter Revenue	76,250.00	0.00	0.00%
2-4063-000 Police Contracts	0.00	3,825.00	100.00%
2-4064-000 Misc Police Revenue	2,500.00	4,184.00	167.36%
2-4065-000 Moving Violations - VTTC	18,000.00	0.00	0.00%
2-4066-000 False Alarms	4,000.00	0.00	0.00%
2-4067-000 Town Services	487,468.79	0.00	0.00%
2-4068-000 Courthouse parking	0.00	-3,862.50	100.00%
2-4069-000 CreditCardsPermitsParking	200,000.00	0.00	0.00%
Total POLICE REVENUE	826,968.79	13,436.10	1.63%
2-407 INTEREST INCOME			
2-4071-000 General Interest Income	45,000.00	0.00	0.00%
Total INTEREST INCOME	45,000.00	0.00	0.00%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	35.63	0.89%
Total MISCELLANEOUS	4,000.00	35.63	0.89%

09/04/26

08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 2 of 7
Robert Denmore

Account	Budget	Actual	% of Budget
2-41 EAST END			
2-4101-000 East End Revenue	1,200.00	800.00	66.67%
Total EAST END	1,200.00	800.00	66.67%
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	0.00	0.00%
Total GRANT REVENUE	15,000.00	0.00	0.00%
2-470 TRANSFERS IN			
Total TRANSFERS IN	0.00	0.00	0.00%
2-480 COMMUNITY CONTRIBUTIONS			
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
Total Revenues	1,805,116.19	31,059.23	1.72%
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			
2-5002-928 Tree Fund	0.00	11,503.00	100.00%
Total GRANTS/CONTRIB-GENL FUND	0.00	11,503.00	100.00%
Total SPECIAL ARTICLES	0.00	11,503.00	100.00%
2-501 ADMINISTRATION			
2-5011 TRUSTEES			
2-5011-197 Employer healthcare cost	172,371.40	46,577.85	27.02%
2-5011-198 CCC Tax Village	2,982.72	550.54	18.46%
2-5011-199 Employer Paid Benefits	230.00	0.00	0.00%
2-5011-302 Legal Fees	5,000.00	1,802.82	36.06%
2-5011-603 Dues, Subs & Meetings	100.00	1,190.00	1,190.00%
2-5011-612 Printing Village Report	500.00	0.00	0.00%
2-5011-613 Tree Fund	5,000.00	5,310.00	106.20%
2-5011-616 WES Parking lot	1,000.00	0.00	0.00%
2-5011-815 Insurance	97,125.00	45,648.89	47.00%
Total TRUSTEES	284,309.12	101,080.10	35.55%

09/04/26

08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 3 of 7
Robert Densmore

Account	Budget	Actual	Actual % of Budget
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	93,750.00	13,020.78	13.89%
2-5012-199 Employer Paid Benefits	18,750.00	2,654.45	14.16%
2-5012-200 Wellness	325.00	0.00	0.00%
2-5012-314 IT infrastructure	10,000.00	3,347.50	33.48%
2-5012-602 Meeting/Professional Deve	1,600.00	0.00	0.00%
2-5012-603 Dues, Subs & Meetings	1,400.00	349.06	24.93%
2-5012-615 Advertising	335.00	0.00	0.00%
Total EXECUTIVE	126,160.00	19,371.79	15.35%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	2,500.00	0.00	0.00%
2-5013-202 Office Supplies	1,000.00	353.68	35.37%
2-5013-204 Postage	2,000.00	750.00	37.50%
2-5013-401 Equip Repairs & Mainte	1,000.00	0.00	0.00%
2-5013-402 Machinery & Equipment	2,000.00	0.00	0.00%
2-5013-502 Communications	6,250.00	514.78	8.24%
2-5013-503 NEMRC Support/License	750.00	0.00	0.00%
2-5013-505 IT - Village	9,000.00	2,985.00	33.17%
2-5013-506 IT Village Operating	5,000.00	0.00	0.00%
2-5013-615 Advertising	500.00	0.00	0.00%
Total OFFICE ADMINISTRATION	30,000.00	4,603.46	15.34%
2-5014 AUDITING			
2-5014-301 Professional Services	16,125.00	0.00	0.00%
Total AUDITING	16,125.00	0.00	0.00%
2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	230.76	15.38%
2-5015-199 Employer Paid Benefits	100.00	22.65	22.65%
Total TREASURER	1,600.00	253.41	15.84%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	52,040.70	7,441.84	14.30%
2-5016-199 Employer Paid Benefits	10,408.14	1,229.59	11.81%
2-5016-301 Professional Services	2,000.00	0.00	0.00%
2-5016-305 Other Purchased Services	250.00	0.00	0.00%
2-5016-603 Dues, Subs & Meetings	250.00	10.00	4.00%
Total ACCOUNTING	64,948.84	8,681.43	13.37%
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%

09/04/26
08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 4 of 7
Robert Densmore

Account	Budget	Actual	Actual % of Budget
2-5019 CAPITAL RESERVE			
2-5019-930 IT Infastructure	10,000.00	0.00	0.00%
2-5019-937 Compensation Unused Sick/	5,000.00	0.00	0.00%
2-5019-938 Tree Fund	5,000.00	0.00	0.00%
Total CAPITAL RESERVE	20,000.00	0.00	0.00%
Total ADMINISTRATION	543,542.96	133,990.19	24.65%
2-502 HIGHWAY DEPARTMENT			
2-5022 TRAFFIC CONTROL			
Total TRAFFIC CONTROL	0.00	0.00	0.00%
2-5023 HIGHWAY MAINTENANCE			
Total HIGHWAY MAINTENANCE	0.00	0.00	0.00%
2-5024 SIDEWALK MAINTENANCE			
Total SIDEWALK MAINTENANCE	0.00	0.00	0.00%
2-5025 VILLAGE PARKS			
2-5025-302 Fertilization/tree work E	1,700.00	0.00	0.00%
Total VILLAGE PARKS	1,700.00	0.00	0.00%
2-5026 STREET LIGHTS			
Total STREET LIGHTS	0.00	0.00	0.00%
2-5027 PUBLIC WORKS BUILDING			
Total PUBLIC WORKS BUILDING	0.00	0.00	0.00%
2-5028 HIGHWAY EQUIPMENT MAINT			
Total HIGHWAY EQUIPMENT MAINT	0.00	0.00	0.00%
2-5029 CAPITAL RESERVE			
Total CAPITAL RESERVE	0.00	0.00	0.00%
Total HIGHWAY DEPARTMENT	1,700.00	0.00	0.00%
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	176,000.00	20,657.41	11.74%
2-5030-107 Educ,EMT Training&Stipend	1,750.00	3,200.00	182.86%

09/04/26
08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 5 of 7
Robert Densmore

Account	Budget	Actual	% of Budget
2-5030-199 Employer Paid Benefits	35,550.00	3,199.85	9.00%
2-5030-201 Operating Supplies	2,000.00	504.98	25.25%
2-5030-202 Office Supplies	1,000.00	1,008.00	100.80%
2-5030-601 Travel & Transportation	1,000.00	0.00	0.00%
2-5030-603 Dues, Subs & Meetings	2,000.00	0.00	0.00%
2-5030-610 Printing & Binding	200.00	0.00	0.00%
2-5030-615 Advertising	200.00	256.95	128.48%
Total POLICE ADMINISTRATION	219,700.00	28,827.19	13.12%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	514,527.21	79,698.22	15.49%
2-5031-104 Contract Services	0.00	934.63	100.00%
2-5031-107 Local, EMT & Educ Stipend	14,100.00	1,000.00	7.09%
2-5031-199 Employer Paid Benefits	102,890.60	16,796.52	16.32%
2-5031-201 Operating Supplies	900.00	0.00	0.00%
2-5031-206 Weapon Mainte & Supplies	3,500.00	0.00	0.00%
2-5031-301 Professional Services	800.00	0.00	0.00%
2-5031-306 Uniform Service	4,200.00	638.87	15.21%
2-5031-312 Bike Patrol	500.00	0.00	0.00%
2-5031-401 Axon Body 4	21,500.00	17,640.40	82.05%
2-5031-409 Small Tools & Equipment	6,500.00	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	669,867.81	116,708.64	17.42%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	10,000.00	978.15	9.78%
2-5032-199 Employer Paid Benefits	2,500.00	86.02	3.44%
2-5032-601 Travel & Transportation	1,000.00	0.00	0.00%
2-5032-605 Tuition	2,500.00	0.00	0.00%
Total POLICE TRAINING	16,000.00	1,064.17	6.65%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	0.00	0.00%
2-5033-402 Radio Maintenance	500.00	1,385.74	277.15%
2-5033-502 Communications	12,500.00	1,023.72	8.19%
Total POLICE COMMUNICATIONS	77,730.00	2,409.46	3.10%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	32,000.00	7,848.32	24.53%
2-5034-199 Employer Paid Benefits	2,560.00	1,229.41	48.02%
2-5034-202 Office Supplies	3,750.00	0.00	0.00%
2-5034-204 Postage	3,300.00	481.99	14.61%
2-5034-210 Computer Software	1,100.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	54,000.00	0.00	0.00%
2-5034-301 Professional Services	225.00	0.00	0.00%

09/04/26

08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 6 of 7
Robert Densmore

Account	Budget	Actual	Actual % of Budget
2-5034-401 Equip Repair & Mainte	525.00	0.00	0.00%
2-5034-402 CrdtCrd/MterRepair/Replac	500.00	0.00	0.00%
2-5034-407 Equipment Purchase	1,050.00	0.00	0.00%
2-5034-409 Small Tools & Equipment	700.00	0.00	0.00%
Total PARKING METERS	99,710.00	9,559.72	9.59%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	8,500.00	1,032.00	12.14%
2-5035-409 Small Tools & Equipment	950.00	0.00	0.00%
2-5035-410 Police Cruiser Mascoma	15,285.40	15,285.40	100.00%
2-5035-411 Santander Police Cruiser	16,794.82	16,654.77	99.17%
2-5035-412 Town Police Cruiser	6,850.00	0.00	0.00%
2-5035-503 Fuel	10,400.00	2,048.83	19.70%
Total POLICE VEHICLE	58,780.22	35,021.00	59.58%
2-5036 BUILDING MAINTENANCE			
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	3,200.00	522.79	16.34%
2-5036-508 Water/Sewer	500.00	0.00	0.00%
2-5036-703 Building Maintenance	1,500.00	0.00	0.00%
Total BUILDING MAINTENANCE	9,450.00	522.79	5.53%
2-5037 TOWN POLICE SERVICES			
Total TOWN POLICE SERVICES	0.00	0.00	0.00%
2-5039 CAPITAL RESERVE			
2-5039-934 Radio System	1,000.00	0.00	0.00%
2-5039-965 Police Cruiser	10,000.00	0.00	0.00%
2-5039-966 Weapon Replacement	1,500.00	0.00	0.00%
Total CAPITAL RESERVE	12,500.00	0.00	0.00%
Total VILLAGE POLICE DEPT	1,163,738.03	194,112.97	16.68%
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	49,896.00	7,699.00	15.43%
2-5070-199 Employer Paid Benefits	9,979.20	1,085.37	10.88%
2-5070-301 Professional Services	15,200.00	3,600.00	23.68%
2-5070-302 Legal Fees	3,320.00	77.36	2.33%
2-5070-406 Equipment Purchase	1,000.00	0.00	0.00%

09/04/26
08:37 am

WOODSTOCK TOWN General Ledger
Current Yr Pd: 3 - Budget Status Report
VILLAGE GENERAL FUND

Page 7 of 7
Robert Densmore

Account	Budget	Actual	% of Budget
2-5070-601 Travel & Transportation	1,600.00	0.00	0.00%
2-5070-603 Dues, Subs & Meetings	5,000.00	2,215.60	44.31%
2-5070-615 Advertising	2,000.00	1,126.06	56.30%
2-5070-812 GIS Mapping	640.00	0.00	0.00%
Total PLANNING & ZONING	88,635.20	15,803.39	17.83%
2-5079 CAPITAL RESERVE			
Total CAPITAL RESERVE	0.00	0.00	0.00%
Total BOARDS & AGENCIES	88,635.20	15,803.39	17.83%
2-5091 VILLAGE HWY EXPENSE			
Total VILLAGE HWY EXPENSE	0.00	0.00	0.00%
2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	7,500.00	0.00	0.00%
Total TRUSTEES' CONTINGENCY	7,500.00	0.00	0.00%
2-5099 CAPITAL RESERVE SPENDING			
Total CAPITAL RESERVE SPENDING	0.00	0.00	0.00%
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%
2-5401 GRANT EXPENSE			
2-5401-829 DUI OP Grant Exp	0.00	1,163.11	100.00%
Total GRANT EXPENSE	0.00	1,163.11	100.00%
2-570 TRANSFERS OUT			
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,805,116.19	356,572.66	19.75%
Total VILLAGE GENERAL FUND	0.00	-325,513.43	
Total All Funds	0.00	-325,513.43	

**Village of Woodstock
Board of Trustees Meeting
August 11th, 2026
5:00 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy, Kitty Mears Koar, Interim Police Chief Chris O’Keeffe, Michelle Sutherland, Emily Collins, Robert Densmore, Savannah Spannaus, Abbie Sherman

Public: Bryan Kovalick, Tom Ayres, Tom Meyerhoff, Nicholas Seldon, Wendy Marrinan, Harry Falconer, Robert Pear, Scott Smith, Wendy Spector, David Omiston, Thomas D’Angelo, Andrés Rangel, Gay Travers, Barbara Kennedy

A. Call to order

Chair Lisa Lawlor called August 11th, 2026 of the Village Trustees meeting to order at 5:00 PM.

B. Additions and Deletions

Finance Update

C. Citizens' Comments

- Wendy Marrinan raised a concern regarding the Board's vote on Act 181 Tier 1B designation.
- Gay Travers an outgoing Selectboard member, echoed Wendy Marrinan concerns, stating she had reviewed the meeting videos and confirmed that no special public meeting was held prior to the March vote.
- Nicholas Seldon directed pointed criticism at the Board regarding its oversight of Village management and the use of Town funds.
- Robert Pear also addressed the Board, reading directly from the approved February minutes confirming the Board's stated intention to hold a dedicated public meeting on Tier 1b before the end of March, and asked what had become of that commitment.

D. Reports

Manager's Report

- Sidewalk Sales were noted to be taking place this weekend, with encouragement for residents and visitors to support local businesses.
- Water and Sewer Bills were due this Thursday by 4:30 PM, with a reminder that payment must be physically received in the office, not merely postmarked.
- Water System Emergency: The main well had stopped functioning overnight, Eric Duffy reported that a temporary fix had been implemented and the pump was operational, with staff monitoring the situation continuously. Engineers had visited at 3:45 PM to work on a permanent solution. Eric Duffy acknowledged the dedication of staff, including AJ Wright, Butch Proctor, Greg Fullerton, and his crew, for their sustained response to the emergency.

Financial Report

- Year-End Surplus: A surplus of approximately \$9,000 was reported, subject to minor adjustments over the following two weeks as late bills and reallocations are reviewed.
- Short-Term Rental Registrations: Budget had anticipated \$25,000 in revenue; actual receipts through June 30 were approximately \$12,900.
- Moving Violations Revenue: The fiscal year ended with \$4,525 collected against a prior-

year budget of \$35,000, a significant drop. Finance Director Robert Densmore clarified that this revenue is received quarterly from the State of Vermont, that the final quarter's payment (April–June) would be recognized in FY27 upon receipt, and that the FY27 budget has been conservatively set at \$18,000 to better reflect actual trends.

- **Parking Meter Revenue:** A notable increase was explained by a change in accounting practice in FY26, whereby the gross revenue (including credit card processing fees, which are also recorded as an expense) is now recognized on the revenue line rather than only the net deposit. This change was a correction to prior practice.
- **Uniform Services:** A significant variance from budget in the police department was attributed to staff turnover, which required outfitting new officers with new uniforms, as existing stock did not fit the new hires.

Police Report

- **July Statistics:** \$6,278 in fines issued; 554 parking tickets; 208 calls for service in the Village and 182 in the Town.
- **August (Through 11 Days):** \$3,104 in fines; 61 calls for service in the Village and 41 in the Town.
- **New Website:** Interim Chief Chris O’Keeffe encouraged residents to visit the department's new web page, accessible through the Town of Woodstock website. A police log update is planned to be posted publicly every Tuesday.
- **Ice Cream Social:** A community ice cream social the prior week drew over 40 attendees.
- **Body Worn Cameras:** A grant application for over \$50,000 for police body-worn and cruiser cameras remains pending.
- **New Dispatch Staff:** Interim Chief Chris O’Keeffe welcomed Rebecca Stearns as Chief Dispatcher (formerly of Hartford PD, with over 25 years of experience) and Nina Howland as Assistant Chief Dispatcher (formerly of the State of Vermont, with over 14 years of experience).
- **Uniforms:** In response to questions from the Finance Report discussion, the Interim Chief Chris O’Keeffe confirmed that outfitting a new officer with basic uniform items costs approximately \$500–\$600, noting that the department's existing stock did not accommodate the sizes needed by recently hired personnel.

G. Votes

Finance Committee Applicants

Eric Duffy explained that the Finance Committee had previously transitioned to project-based work and that the Board wished to reengage it on several upcoming priorities. Four current members expressed continued interest in serving. The committee can have up to seven members.

Motion: by Brenda Blakeman to reappoint Todd Erceg, Karim Houry, Ellen LeFever and Jon Spector to the finance committee
(5:28 PM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 5-0-0 passed

Setting of FY27 Village Tax Rate

- Finance Director Robert Densmore presented the FY27 Village tax rate calculation.
- Overall budget increased by 10.56% from FY26 to FY27
- Increased revenue projections of approximately 11% and growth in assessed property values resulted in a net tax rate increase of 9.18%—coming in below the budgeted increase.

- The tax rate was set at \$274.80 per \$100,000 of assessed value, up from \$251.70 in FY26.
- Two primary drivers of the increase were salary adjustments (for the police contract under negotiation) and the reclassification of vehicle lease payments from capital reserves to the operating budget, together accounting for approximately 8.6% of the 9.18% total increase.
- Tax bills are expected to be mailed by early September, with the first installment due on November 6, 2026, and the second due the first Friday of May 2027.

Motion: by Vice Chair Jeffrey Kahn to accept the FY27 Village

Tax Rate as presented (5:34 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Woodstock Scoops – Sidewalk Permit

Scott Smith of Woodstock Scoops appeared before the Board to request renewal of his annual sidewalk permit for outdoor line management and crowd control on the sidewalk from September 18 through October 25, consistent with prior years. He confirmed that adequate pedestrian clearance of at least three feet is maintained and that the arrangement had functioned well in previous seasons.

Motion: by Vice Chair Jeffrey Kahn to approve the Woodstock

Scoops sidewalk permit as presented (5:36 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Triple Crown Throwdown – Parade Permit

Stephen Stuntz, a volunteer from the WAMBA organization appeared on behalf of the Triple Crown Throwdown event, a mountain bike race utilizing three trail areas (Mount Peg, Ascutney, and the Aqueduct). The event is in its second year and transits Town roads between trail segments without competitive advantage, drawing approximately 500 local organization members and generating economic activity for Village businesses. No substantive changes from the prior year's approved event were noted.

Motion: by Vice Chair Jeffrey Kahn to approve the Triple

Crown Throwdown permit as presented (5:39 PM)

Seconded: Jamie Fox

Vote: 4-0-1 passed

Appointment Trustee of Public Funds Applicant

Eric Duffy introduced Mark Harris as an applicant for the Trustee of Public Funds, noting that Mr. Harris was unable to attend in person due to a prior obligation but had submitted his application. The Trustee of Public Funds oversees funds held outside the general budget, such as the Rockefeller Fund. Mr. Harris was noted to have relevant financial experience through his involvement with the WAMBA organization and his work on the conservation easement for the Vondell Cobb fundraising effort.

Motion: by Vice Chair Jeffrey Kahn to appoint Mark Harris as

Trustee of Public Funds (5:41 PM)

Seconded: Jamie Fox

Vote: 5-0-0 passed

Appointment of STR Officer – Savannah Spannaus

Savannah Spannaus, Administrative Assistant for the Community Development and Planning team, and Emily Collins, Village Zoning Administrator, appeared before the Board to

present the proposed appointment. The Board was informed that Ms. Spannaus would be taking on short-term rental (STR) enforcement responsibilities, including managing registrations and compliance. Ms. Collins noted that the transition would be a collaborative process and that site visits, while infrequent, would be conducted jointly as needed.

Motion: by Vice Chair Jeffrey to appoint Savannah Spannaus as STR Officer for the Village of Woodstock (5:44 PM)

Seconded: Jamie Fox

Vote: 5-0-0 passed

Mellishwood Parking Spots Request

- Eric Duffy presented his recommendation that the Board approve dedicated parking spaces for Mellishwood residents in the East End parking area, rather than on Pleasant Street
- This location would be easier to monitor, enforce, and manage. He recommended five to six spaces, with signage designating the area for Mellishwood residents and a corresponding parking permit system.
- David Omiston from Mellishwood confirmed that six spaces would provide a meaningful benefit to residents during the construction period, and noted that discussions with nearby property owners had yielded limited additional options.
- The spaces discussed were those at the western end of the East End parking area.
- Enforcement would follow existing parking enforcement protocols. The monthly rate proposed was \$150 per space, and the permit period would run approximately April 1 through October 1, 2027, avoiding winter plowing conflicts.

Motion: by Vice Chair Jeffrey Kahn to approve six parking spaces at the western end of the East End parking area for Mellishwood residents at \$150 per month per space, from approximately April 1 through October 1, 2027 (5:50 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Village Conservancy Presentation

Wendy Spector of the Village Conservancy provided two updates and a request for a vote.

Update 1 – Green Design Session: The previously approved public session on design and functional elements of the green was held the prior Thursday, with 30 participants. The session confirmed the Conservancy's design priorities, and next steps will involve refining design options to present to the Board.

Update 2 – Conservancy Corps: The Conservancy introduced a proposed volunteer maintenance initiative called the "Conservancy Corps," which would coordinate volunteer maintenance work on the Green between April and October in conjunction with DPW. The Conservancy was seeking permission to work with DPW staff to develop a plan for the following spring, with any formal approval to come back before the Board in time for implementation.

Vote Request – Infrastructure Initiative: The Conservancy requested Board authorization to explore irrigation and stormwater management options for the Green. The proposal involves investigating whether rainwater collection could be integrated with an irrigation system to reduce stormwater runoff and limit reliance on the municipal water supply. This would require outreach to VTrans and the Two Rivers-Ottawaquechee Regional Commission.

Motion: by Vice Chair Jeffrey Kahn to authorize the Village Conservancy to work with relevant government agencies, including VTrans and the Regional Commission, to explore irrigation and stormwater management options for the Green (5:56 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

H. Discussion

Hot Dog Truck

- Thomas D'Angelo and Andrés Rangel appeared before the Board to present their proposal for a small food truck operation in the Village.
- Both are employed at local restaurants and describe the truck as less than half a parking space in length and fully self-contained. They noted the truck was parked outside Town Hall during the meeting for the Board's viewing.
- They proposed using the green area near the Welcome Center on Mechanic Street as their primary location, operating Wednesday through Monday from 11:00 AM to 6:00 PM, from approximately September through November 1 of this year.
- Potential locations discussed included the lot across from Ace Hardware.
- The Board expressed general support for the Welcome Center location. Eric Duffy noted that the Welcome Center property is owned by the Village and leased to the Town, and that he would need to review the lease terms to determine which body has authority to approve the arrangement. The Board indicated a favorable disposition and directed Eric Duffy to confirm the proper approval pathway and return with a formal vote. The Board noted the particular benefit of a food option on weekends and Mondays during foliage season, given recent restaurant closures.

Note: The discussion was briefly interrupted by a significant disturbance in the meeting room involving a resident. A short recess was called before the meeting resumed.

Village By-Law Updates

- Harry Falconer of the Two Rivers-Ottauquechee Regional Commission, serving as Shared Energy Coordinator for Woodstock under contract, presented an overview of the draft Village Zoning Bylaw revisions prepared by the Planning Commission.

Summary of Major Changes: The primary impetus for the bylaw revision was to bring the Village into compliance with the Home Act (Act 47 of 2023), which preempted certain local zoning provisions to encourage housing production in areas with public water and sewer access. Key changes include:

- Allowing a minimum density of five units per acre in areas with water and sewer service.
- Permitting multifamily housing of up to four units with water and sewer service areas.
- Transitioning residential uses in core areas from conditional use review to site plan review.
- Adding subdivision standards, which were notably absent from the existing bylaw, establishing requirements for lot access, utilities, sidewalks, and the treatment of public infrastructure in new subdivisions.
- Modernizing design review standards to include an expedited administrative review process for minor projects, reducing the burden on the Design Review Board for smaller-scale applications.

Relationship with Act 250 and Act 181: Mr. Falconer clarified two ways in which the bylaw changes intersect with Act 250:

1. Tier 1B: Having subdivision standards is a prerequisite for Tier 1B designation under Act 181, which provides permanent Act 250 exemptions for residential development of up to 50 units in eligible areas. Mr. Falconer emphasized that the decision to opt into Tier 1B is entirely separate from zoning and rests with the Board as the legislative body.
2. 1-Acre vs. 10-Acre Municipality: Under Act 250, a municipality with valid subdivision regulations becomes a "10-acre Town," meaning only commercial developments on parcels of 10 acres or more would require Act 250 review, compared to the current 1-acre threshold. Mr. Falconer noted the Board has the option to adopt an ordinance to retain the 1-acre threshold if desired.

Additional Recommendation: Mr. Falconer noted an oversight in the draft: the bylaw as written requires all units of a multifamily development to be in a single building. He recommended adding language to allow multiple principal structures on a single parcel for multifamily use, which would enable Village-scale development patterns without requiring a variance. He offered to draft this language for the Board's consideration before the public hearing.

Hearing Process: Mr. Falconer outlined the adoption procedure: the Board may review and redline the draft, and once a public hearing is warned (minimum 15 days in advance), the draft is locked. Substantive changes after the hearing require an additional hearing. The Board must hold its hearing within 30 to 120 days of receiving the draft (received July 23, 2026).

- The Board expressed a strong interest in holding robust public input sessions before taking any action. Several members acknowledged that the March 2026 vote on Tier 1B status had occurred without the public input session that had been committed to in February.
- The Board directed Eric Duffy to research the implications of rescinding or reconsidering the March Tier 1B vote and to present findings at a future Special meeting.
- The Board agreed that separate meetings should be held—one dedicated to Tier 1B status under Act 181, and others focused on the zoning bylaw draft itself. Chair Lisa Lawlor requested that a clear, labeled map of the Village identifying zoning districts, streets, ridgelines, floodplains, and water infrastructure be provided for the public hearing.
- Gay Travers shared her experience attending Planning Commission hearings on this draft, expressing concern that public comments raised at those hearings were not meaningfully addressed in subsequent commission meetings. This concern was noted by the Board as further justification for ensuring thorough public engagement.
- Robert Pear raised specific questions about the mobile home provisions and the shift from a 1-acre to a 10-acre Act 250 municipality, requesting that the 1-acre designation be retained. The Board acknowledged these as exactly the types of issues to be addressed at the forthcoming public hearing.

No votes were taken. The Board agreed to schedule a special meeting dedicated to Tier 1b discussion and to plan a separate public hearing on the zoning bylaw draft.

Middle Bridge Closure During Foliage

Abbie Sherman Economic Development Director presented a suggestion to temporarily close the Middle Bridge to vehicle traffic during peak foliage season—approximately the last weekend of September through Indigenous Peoples' Day—to allow tourists to photograph and enjoy the covered bridge without competing with vehicle traffic. She noted the idea had been discussed with the Marketing Committee, which responded favorably.

Board members expressed mixed views. Vice Chair Jeffrey Kahn stated a clear preference for keeping the bridge open to vehicles, citing the needs of locals and the already congested nature of the Village during foliage. Jamie Fox indicated a willingness to hear a full presentation from the Marketing Committee before forming a final opinion. The Board agreed to invite the Marketing Committee to present a comprehensive proposal at a future meeting, noting that sufficient lead time. Public input was also identified as an important component before any decision.

I. Approval of Minutes

Motion: by Vice Chair Jeffrey Kahn approve the
minutes of 07.14.26 (6:54 PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

J. Adjournment

Motion: by Vice Chair Jeffrey Kahn adjourn the meeting (6:54
PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Respectfully submitted,
Kitty Mears Koar

**Village of Woodstock
Board of Trustees Meeting
August 17th, 2026
5:00 PM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

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

Staff: Eric Duffy, Kitty Mears Koar

Public: Ursel Irwin, Nicholas Seldon, Roger Logan, Kelli Flynn, Alison Taylor, John Klesch

A. Call to order

Chair Lisa Lawlor called August 17th, 2026 of the Village Trustees meeting to order at 5:00 PM.

B. Additions and Deletions- None

C. Citizens' Comments

Nicholas Seldon the Board regarding what he characterized as a violation of Vermont open meeting law at the prior board meeting. He stated that the Chair had instructed the Municipal Manager not to recognize him. He further commented on what he described as a pattern of procedural deficiencies.

Roger Logan thanked the Board members and Municipal Staff for their continued service, acknowledging the difficulty of the current period. He noted that meaningful progress had been made on long-neglected community issues, while observing that recent events — including a water-related incident — underscored the ongoing work ahead. He urged the Board to immediately establish procedures and protections to ensure a safe and collaborative environment for citizens, staff, and volunteers, warning that without such measures, the civic processes essential to the community would continue to deteriorate.

Ursel Irwin raised a question regarding the functionality of parking meter Wi-Fi connectivity during the prior weekend, noting that visitors had difficulty using their phones to pay meters due to lack of Wi-Fi coverage. Eric Duffy invited Ms. Irwin to call the Town offices the following day to discuss the matter.

D. 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 and attorney client communications would place the Village Trustees at a substantial disadvantage, including by potentially waiving attorney client privilege and disclosing confidential information. (5:08 PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

Motion: by Chair Lisa Lawlor to exit executive session (6: 16PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

E. Adjournment

Motion: by Chair Lisa Lawlor adjourn the meeting (6:17 PM)

Seconded: Brenda Blakeman

Vote: 4-0-0 passed

Respectfully submitted,
Kitty Mears Koar

**Village of Woodstock
Board of Trustees Meeting
August 24th, 2026
8:30 AM
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Lisa Lawlor, Brenda Blakeman, Jeffrey Kahn

Staff: Stephanie Appelfeller, Kitty Mears Koar

Public: Nicholas Seldon, Gary Smith, Matt Bloomer, Alison Taylor

A. Call to order

Chair Lisa Lawlor called the August 24th, 2026 of the Village Board of Trustees meeting to order at 8:30 AM.

B. Additions and Deletions- None

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

Chair Lisa Lawlor stated that the purpose of the special meeting was to review the written notice of alleged violations of Vermont Open Meeting Law received from Nicholas Seldon.

Motion: by Chair Lisa Lawlor to find the premature general public knowledge regarding the Village counsel's analysis of a legal matter will clearly place the Trustees at a substantial disadvantage because the discussion will include confidential attorney client communications made for the purpose of providing professional legal counsel to the Trustees. (8:31 AM)

Seconded: Brenda Blakeman

Vote: 3-0-0 passed

Motion: by Chair Lisa Lawlor to enter into the executive session with the inclusion of village counsel and Stephanie Appelfeller to discuss Village counsel's analysis of a legal matter as allowed under title 1 section 313 A1F (8:32 AM)

Seconded: Brenda Blakeman

Vote: 3-0-0 passed

Motion: by Chair Lisa Lawlor to exit executive session (9:02 AM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 3-0-0 passed

Open Meeting Law Complaint

Chair Lisa Lawlor outlined the background of the complaint. Nicholas Seldon had submitted two written notices alleging violations of Vermont Open Meeting Law:

1. A notice dated June 6, 2026, alleging that his virtual hand was raised via Zoom following the Manager's report at the June 9, 2026, meeting but that he was not unmuted and was therefore denied the opportunity to participate. Mr. Seldon also requested that meeting participants be granted the ability to unmute themselves.
2. A notice dated August 12, 2026, alleging that at the August 11, 2026, meeting, Chair Lisa Lawlor instructed Eric Duffy to ignore his virtual raised hand on Zoom, and that the Chair refused to recognize him when he came forward in person, despite having called on another resident beforehand.

Chair Lisa Lawlor acknowledged that, to the extent the portions of those meetings in which Mr. Seldon sought to participate could qualify as matters being considered by the Village Trustees, inadvertent violations occurred at both meetings. Chair Lisa Lawlor noted that the

intent at the August 11th meeting had been to keep the meeting moving, as the room was needed for election activities at a set time, rather than any deliberate attempt to suppress public comment.

Prior to the vote, the public was invited to comment.

Mr. Seldon thanked the Board for meeting with legal counsel and acknowledged the Board's concession, noting that while the Board characterized the violations as inadvertent, he reserved the right to disagree with that characterization.

Motion: by Vice Chair Jeffrey Kahn to find that inadvertent Open Meeting Law violations occurred at the August 11, 2026, and June 9, 2026 meetings, and that the Village Trustees intend to cure said violations within 14 calendar days (9:08 AM)

Seconded: Brenda Blakeman

Vote: 3-0-0 passed

Chair Lisa Lawlor then asked whether the Trustees wished to cure the violations at this meeting or at a separately called special meeting within 14 days. The Trustees agreed to proceed at the current meeting.

Discussion of Preventive Measures

Chair Lisa Lawlor opened the floor for Trustees discussion on specific measures to prevent future violations. Mr. Seldon's request that virtual meeting participants be given the ability to unmute themselves was raised for consideration. The Trustees expressed concern that allowing participants to self-unmute would make it difficult to maintain order during meetings.

No motion was adopted on this specific request.

Chair Lisa Lawlor then introduced a policy motion to address the time-management issue that contributed to the August 11th violation.

Mr. Seldon argued that granting participants control over their own microphones was a reasonable measure analogous to allowing in-person attendees to speak, noting that disruptive participants could still be muted or removed from the Zoom session by the host.

The Village Trustees did not alter their position on self-unmuting but proceeded to vote on the adjournment policy.

Motion: by Chair Lisa Lawlor to adopt a policy that meetings will be adjourned and resumed at a later date if the full agenda cannot be accomplished in the time allotted (9:14 AM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 3-0-0 passed

D. Citizens' Comments

Mr. Nicholas Seldon addressed the Board. He raised the following concerns.

Residency Comment: Mr. Seldon objected to a remark made by Chair Lisa Lawlor at a prior meeting in which the record was asked to reflect that he is a Town resident rather than a Village resident. He further noted what he described as a contradiction in the Board's position — that the Village and Town are treated as unified when it comes to financial matters between the two entities, but as separate when a Town resident offers feedback to the Village Board.

Financial Dispute: Mr. Seldon alleged that the Village is currently holding \$150,000 in Town funds to which it is not entitled, referencing an ongoing legal matter.

Manager's Conduct: Mr. Seldon alleged that Eric Duffy has been making statements to members of the public, characterizing Mr. Swanson as having rejected a settlement offer and as seeking an excessive amount of money. No Trustee responses were recorded. The Chair noted the three-minute limit had expired.

E. Adjournment

Motion: by Chair Lisa Lawlor adjourn the meeting (9:17 AM)

Seconded: Vice Chair Jeffrey Kahn

Vote: 3-0-0 passed

Respectfully submitted,
Kitty Mears Koar