

**2023
Annual Report**

VILLAGE OF WOODSTOCK, VT

2023 ANNUAL REPORT



Annual Village Meeting

Tuesday, March 19, 2024 at 7:30 pm at
Town Hall

Vote: March 19, 2024

7:00 am - 7:00 pm
Woodstock Town Hall

Dedication



Municipal Manager Eric Duffy

The Trustees would like to dedicate the FY2023 Woodstock Village Annual report to our Municipal Manager, Eric Duffy. After many years of changes in our village, we are grateful for the leadership Eric has shown and his work with staff and elected officials alike to bring stability, structure and vision to our little corner of the world. We look forward to collaborating with him for years to come!

Village of Woodstock

Annual Report

FISCAL YEAR JULY 1, 2022 THROUGH JUNE 30, 2023

Chartered: November 11, 1836

2023 Grand List: \$2,956,710

2020 Census: 900 (Village)

Village Tax Rate: 0.2040

**Australian Ballot Voting Tuesday, March 19th, 2024 7:00 AM – 7:00 PM at
Woodstock Town Hall.**

**Please bring this Report to the Annual Village Meeting on March 19th, 2024 at
7:00 PM at the Town Hall.**

Village of Woodstock Meeting Schedule

Village Board of Trustees

Meet on the 2nd Tuesday of each month at 6:30 P.M. at the Town Hall.

Village Development Review Board

Meet on the 2nd and 4th Wednesday of each month at 7:30 P.M. at the Town Hall.

Village Design Review Board

Meet on the 1st and 3rd Wednesday of each month at 4:00 P.M. at the Town Hall.
(upon application only).

Planning Commission

Meet on the 1st Wednesday of each month at 7:00 P.M. at the Town Hall.

Conservation Commission

Meet on the 3rd Wednesday of each month at 7:00 P.M. at the Town Hall.

Select Board

Meet on the 3rd Tuesday of each month at 6:00 P.M. at the Town Hall.

Board of Sewer Commissioners

Meet during the regularly scheduled meetings of the Select Board.

Economic Development Commission

Meet on the 1st Thursday of each month at 6:30 P.M. at the Town Hall.

VILLAGE OFFICERS AND BOARDS Elected Officials

BOARD OF TRUSTEES:

William Corson	2025
Seton McIlroy, Chair	2026
Jeffrey Kahn	2024
Gabe DeLeon	2024
Brenda Blakeman	2025

VILLAGE OFFICERS:

Clerk	Donald R. Wheeler	2024
Moderator	Greg Camp	2024
Treasurer	F. Charles Degener	2024
Trustee of Public Funds	Jill Davies	2024

VILLAGE OFFICERS AND BOARDS Appointed Officials

VILLAGE MANAGER

Eric Duffy

ADMINISTRATIVE OFFICER

Steven Bauer

POLICE CHIEF

Joe Swanson

PLANNING COMMISSION

Brad Lawrence	2027
Frank Horneck	2025
Mary Margaret Sloan	2026
Benjamin Pauly	2027
Nicole Green	2024
Matthew Driscoll	2025
VACANCY	2026

DEVELOPMENT REVIEW BOARD

Keri Cole	2026
MaryAnne Flynn	2026
Wendy Spector	2024
Randall Mayhew	2025
Jane Soule	2025

DESIGN REVIEW BOARD

Phil Neuberg	2026
Larry Zeitlin	2024
Beverly Humpstone	2024
Jack Rossi	2025
Ellen Sokoka	2025

Village Historic Preservation Commission

Wendy Wright Marrinan
Ellyn Isabelle Bradley
Wade Treadway

Finance Committee

Vacancy	2023
Jon Spector	2023
Jonathan Wilson	2023
Karim Houry	2024
Ellen LeFever	2024
Jill Davies	2025
Tom McCaughey	2025

Woodstock Village Board of Trustees
Fiscal Year 2023 Annual Report
February 1, 2024

The last year has been a combination of welcoming new leadership and celebrating the people and traditions that make Woodstock special.

We started 2023 by welcoming new Municipal Manager Eric Duffy. To say it's been baptism by fire would be an understatement. Lucky for him, community members quickly embraced him and offered advice, help, resources and the occasional drink to set him settled in.

Eric's first big task emerged early when our long time Police Chief, Robbie Blish, announced his retirement. A beloved and well respected officer, we knew any successor would have big shoes to fill. A police chief search committee made up of citizens and elected officials was organized and a Vermont based consultant was hired. After a thorough search, we found the best person for the job in our own backyard. Sergeant Joe Swanson was officially hired to be Woodstock's new Police Chief. Much like Eric, Joe had to hit the ground running. His first official week on the job was when the rain started.

The July flooding was a reminder of how vulnerable our Village is to the erratic whims of climate change but also the strength, compassion and resiliency of our community. Our first responders did an excellent job of not only keeping people safe but of allowing residents access to their well to fill up jugs and delivering bottles of water.

To keep our roads open, Mark Hunter and our road crew worked overtime for weeks. Just as they fixed a flooded spot or cleared out a culvert, another storm would come and wash away their progress. We are so thankful for their commitment and expertise.

Our residents were quick to offer a helping hand to businesses and neighbors. Volunteers showed up to shovel mud, to offer food, clothes, money and cleaning products. Sustainable Woodstock headed up an effort to remove and replace the skirting on trailers at Riverside Park. The Ottauquechee Health Foundation and North Chapel became collection and distribution points for donated goods and supplies. The HUB fundraised and quickly sent out checks to residents displaced from their homes or furloughed from their jobs.

It was another record year for tourism in the Village. After the summer flooding and a water main break prevented people from visiting, our businesses, residents and Chamber of Commerce made sure the world knew that Woodstock was open for business. During foliage, it wasn't unusual for thousands of visitors to go through the Welcome Center in a single day.

Speaking of visitors, concerned residents and businesses asked the Trustees how we could add bathrooms and food options during the busiest times of year. We tested out the idea of setting up port-

a-potties behind the courthouse during Indigenous Peoples Day weekend to see if there was a demand. The additional restrooms were well used throughout the weekend and we plan to bring them back next fall. Shout out to Norman Williams and the Windsor County Courthouse for accommodating this unusual situation in the parking lot! During three weekends in October, non-profits and a local catering company set up on The Green to offer quick and delicious meals and snacks. On most days, everyone sold out quickly. The Trustees hope this will become an annual event!

A surprising discovery in 2023 was that the Village actually owns the park in front of the library. After many discussions with the library, a nearby homeowner, the Trustees and the public during meetings we are in the process of codifying how that space, "The Gore" as it is referred to in old documents, can best be used for our community. Stay tuned for updates and discussions at upcoming Trustees meetings.

As we begin a new year, I'm looking forward to continuing to work with my fellow Trustees, Brenda Blakeman, Bill Corson, Jeffrey Kahn, a soon-soon-to-be elected new Trustee, the Town Select Board, as well as the amazing staff at Town Hall, the Emergency Services Building, the Village and Town Garages and the Sewer Plants.

Respectfully Submitted,

Seton McIlroy
Board Chair
Woodstock Village Board of Trustees

WARNING VILLAGE OF WOODSTOCK ANNUAL VILLAGE MEETING

March 19, 2024

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, Vermont, County of Windsor, are hereby warned to meet at the Town Hall on the 19th day of March 2024, at 7:00 A.M., continuing until 7:00 P.M., for the purpose of transacting during that time, voting by Australian ballot.

The citizens of the Village of Woodstock, who are legal voters in the Village of Woodstock, County of Windsor, State of Vermont, are hereby warned to meet at the Woodstock Town Hall in said Village on the 19th day of March 2024 at 7:30 P.M. to act upon the following articles.

ARTICLE 1: To elect Village officers for the ensuing year as required by law:

Moderator	1 year term
Clerk	1 year term
Trustee	3 year term (Australian Ballot)
Trustee	2 year term (Australian Ballot)
Treasurer	1 year term
Trustee of Public Funds	1 year term

ARTICLE 2: To fix the annual compensation for the elected Village officers.

Moderator	\$50.00 per meeting
Treasurer	\$1,500.00 per year
Clerk	\$400.00 per year
Trustees	\$750.00 per year

ARTICLE 3: To see if the Village will vote to collect the Village General taxes on real estate and all other taxes levied through the Treasurer under the provisions of Title 32 VSA, Chapter 133 and fix the date of payment as November 1, 2024, and May 2, 2025, and to require payment to be received by the Town Office by close of business on those dates.

ARTICLE 4: To see if the Village will vote to authorize the Treasurer, with the approval of the Board of Trustees, to borrow money, if necessary, in anticipation of taxes for FY 2024-2025 to defray current expenses and debt of the Village.

ARTICLE 5: To see if the Village will vote to appropriate the sum of One Million Five Hundred Forty-Three Thousand Seven Hundred Thirty Six Dollars and Sixteen cents (\$1,543,736.16) and raise by taxation the sum of Six Hundred Seventy Seven Thousand Four Hundred Eighty Dollars and Seven Cents (\$677,480.07) to pay the current expenses and debt of the village.

General Government	\$296,321.40
Boards & Agencies	\$129,311.20

Village Highway	\$46,000.00
Village Parks	\$1,700.00
Village Police	\$1,056,559.56
Trustee Contingency	\$13,844.00
Total	\$1,543,736.16

ARTICLE 6: To see if the Village will vote to raise and appropriate from taxes the sum of three thousand dollars (\$3,000.00) for the purpose of Village beautification projects and seasonal decorations. This money to be spent at the discretion of the Board of Village Trustees.

ARTICLE 7: To see if the Village will vote to appropriate the sum of four hundred dollars (\$400) for the purpose of paying the Trustee of Public Funds for services rendered and approve such expenditure from income of the trust funds.

ARTICLE 8: To see if the Village will vote to appropriate the sum of four hundred dollars (\$400) for the purpose of auditing the Public Trust Funds and approve such expenditure from income of the trust fund.

ARTICLE 9: To act on any other business that may legally come before the Village Meeting.

Dated at Woodstock, County of Windsor, State of Vermont this

By the Board of Trustees members of the Village OF WOODSTOCK:

Seton L. McIlroy

Seton McIlroy, Chair

Jeffrey Kahn

Jeffrey Kahn (Feb 15, 2024 13:41 EST)

Jeffrey Kahn, Vice-Chair

Brenda Blakeman

Brenda Blakeman (Feb 16, 2024 11:43 EST)

Brenda Blakeman

William C Corson

William C Corson (Feb 16, 2024 11:47 EST)

Bill Corson

Gabe DeLeon

Gabe DeLeon (Feb 16, 2024 11:49 EST)

Gabe DeLeon

Donald R. Wheeler

Donald R. Wheeler

Village Clerk

NOTICE TO VOTERS

Woodstock residents not on the voter checklist may register to vote at the Town Clerk's office in the Town Hall.

Absentee ballots are available from the Town Clerk prior to 12:00 pm on March 15, 2024. A voter who expects to be an early voter may apply for an early voter absentee ballot until 12:00 pm at the Town Clerk's office on March 15, 2024.

Woodstock
Summary of Revenues and Expenditures
July 1, 2024

	DEPARTMENT REQUEST FY25	ADMINISTRATOR RECOMMENDED FY25	TRUSTEES RECOMMENDED FY25
I. REVENUES			
TAX RATES	\$ 690,380.07	\$ 690,380.07	\$ 690,380.07
	\$ -	\$ -	-
SUBTOTAL	\$ 690,380.07	\$ 690,380.07	\$ 690,380.07
		\$ -	
VILLAGE LOCAL PERMITS AND FEES	\$ 853,356.09	\$ 853,356.09	\$ 853,356.09
SUBTOTAL	\$ 853,356.09	\$ 853,356.09	\$ 853,356.09
TOTAL REVENUE	\$ 1,543,736.16	\$ 1,543,736.16	\$ 1,543,736.16
II. EXPENSES	\$ -		
SALARIES AND BENEFITS	\$ 1,220,757.18	\$ 1,083,655.91	\$ 1,083,655.91
OPERATING EXPENSES	\$ 413,595.75	\$ 399,980.25	\$ 399,980.25
CULTURAL AND RECREATION		\$ -	\$ -
CAPITAL RESERVES	\$ 65,480.00	\$ 44,700.00	\$ 44,700.00
AUDIT	\$ 15,400.00	\$ 15,400.00	\$ 15,400.00
	\$ -		
TOTAL EXPENSES	\$ 1,715,232.93	\$ 1,543,736.16	\$ 1,543,736.16
BALANCE AVAILABLE	\$ (171,496.77)	\$ 0.00	0
EXCESS/(DEFICIT)			
SEWER RECEIPTS			
SEWER EXPENSES			
TOTAL BUDGET	\$ 1,715,232.93	\$ 1,543,736.16	\$ 1,543,736.16

DEPARTMENTAL BUDGET

July 1, 2024 through June 30, 2025

Actual FY23	Budgeted FY24		Department Requested FY25	Administrator Recommended FY25	Trustees Recommended FY25
Grants/Contrib-Trust					
\$ -	\$ 400.00	Audit Expense	\$ 400.00	\$ 400.00	\$ 400.00
\$ -	\$ 400.00	Trustee Public Fund Wage	\$ 400.00	\$ 400.00	\$ 400.00
	\$ 3,000.00	Seasonal Decorations	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
\$ -	\$ 3,800.00	Total Grants/Contrib - Trust	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00
Actual FY23	Budgeted FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
Trustees					
\$ 3,750.00	\$ 3,750.00	Elected Official Salaries	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00
\$ 229.52	\$ 230.00	Employer Paid Benefits	\$ 230.00	\$ 230.00	\$ 230.00
\$ 3,979.52	\$ 3,980.00	Total Salaries	\$ 3,980.00	\$ 3,980.00	\$ 3,980.00
\$ 792.50	\$ 7,500.00	Legal Services	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
\$ -	\$ -	Community TV	\$ -	\$ -	\$ -
\$ 12.84	\$ 100.00	Dues, Subscriptions, Meetings	\$ 100.00	\$ 100.00	\$ 100.00
\$ 454.60	\$ 500.00	Town Report	\$ 500.00	\$ 500.00	\$ 500.00
\$ 1,577.70	\$ 1,000.00	ADVERTISING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
\$ 900.00	\$ 15,000.00	Tree Fund	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
\$ 65,400.46	\$ 75,000.00	VILLAGE INSURNACE	\$ 75,000.00	\$ 79,500.00	\$ 79,500.00
\$ 4,000.00	\$ 4,000.00	WES Parking Lot	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
\$ 9,185.91	\$ -	Police Search	\$ -	\$ -	\$ -
\$ 82,324.01	\$ 103,100.00	Total Expenses	\$ 103,100.00	\$ 107,600.00	\$ 107,600.00
\$ 86,303.53	\$ 107,080.00	Total Trustees' Budget	\$ 107,080.00	\$ 111,580.00	\$ 111,580.00
Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
EXECUTIVE					
\$ 36,337.66	\$ 50,231.00	Full-Time Salaries	\$ 83,294.00	\$ 53,814.00	\$ 53,814.00
		Overtime	\$ -	\$ 2,000.00	\$ 2,000.00
\$ 12,529.32	\$ 13,400.00	Employee Benefits	\$ 29,400.13	\$ 16,516.03	\$ 16,516.03
\$ 48,866.98	\$ 63,631.00	Total Salaries	\$ 112,694.13	\$ 72,330.03	\$ 72,330.03
\$ 236.25	\$ 300.00	Wellness	\$ 205.00	\$ 205.00	\$ 205.00
\$ 15.00	\$ 50.00	Professional Services	\$ -	\$ -	\$ -
\$ 87.00	\$ 200.00	Advertising	\$ 50.00	\$ 50.00	\$ 50.00
		Meetings/Professional Development	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
\$ 1,740.25	\$ 700.00	Dues & Subscriptions	\$ 800.00	\$ 800.00	\$ 800.00
\$ 2,078.50	\$ 1,250.00	Total Expenses	\$ 2,055.00	\$ 2,055.00	\$ 2,055.00
\$ 50,945.48	\$ 64,881.00	Total Town Administrator Budget	\$ 114,749.13	\$ 74,385.03	\$ 74,385.03
Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
Office Administration					
\$ 1,662.93	\$ 1,200.00	Operating Supplies	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00
\$ 1,636.57	\$ 1,200.00	Office Supplies	\$ 1,175.00	\$ 1,175.00	\$ 1,175.00
\$ 1,296.38	\$ 2,000.00	Postage	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00
\$ 1,534.18	\$ 1,000.00	Equipment Maintenance	\$ 750.00	\$ 750.00	\$ 750.00
\$ -		Machinery and Equipment	\$ 500.00	\$ 500.00	\$ 500.00
\$ 5,283.36	\$ 1,800.00	Communications	\$ 2,200.00	\$ 2,000.00	\$ 2,000.00
\$ 1,250.00	\$ 1,250.00	NEMRC Support	\$ 562.50	\$ 562.50	\$ 562.50
\$ -	\$ -	IT Contract	\$ 6,180.00	\$ 6,180.00	\$ 6,180.00
\$ -	\$ -	IT Operating Supplies	\$ 3,750.00	\$ 1,000.00	\$ 1,000.00
\$ -	\$ -	Advertising	\$ 975.00	\$ 975.00	\$ 975.00
\$ 23,670.47	\$ -	<u>Manager Search</u>	\$ -	\$ -	\$ -
\$ 36,333.89	\$ 8,450.00	Total Office Administration Budget	\$ 19,842.50	\$ 16,392.50	\$ 16,392.50
Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
Auditing					
\$ 15,400.00	\$ 15,400.00	Expenses	\$ 15,400.00	\$ 15,400.00	\$ 15,400.00
\$ 15,400.00	\$ 15,400.00	Total audit Budget	\$ 15,400.00	\$ 15,400.00	\$ 15,400.00
Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
Treasurer					

\$ 1,357.34	\$ 1,500.00	Full-Time Salaries	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
\$ 220.98	\$ 100.00	Employee Paid Benefits	\$ -	\$ -	\$ -
\$ -	\$ -	Dues & Subscriptions	\$ -	\$ -	\$ -
\$ 1,578.32	\$ 1,600.00	Total Treasurer	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
<u>Town Accountant</u>					
\$ 32,036.65	\$ 35,149.00	Full-Time Salaries	\$ 32,500.00	\$ 24,624.62	\$ 24,624.62
\$ -	\$ -	Part-Time Salaries	\$ 9,795.50	\$ 9,795.50	\$ 9,795.50
\$ 12,506.99	\$ 12,400.00	Employee Paid Benefits	\$ 20,250.00	\$ 20,250.00	\$ 20,250.00
\$ 44,543.64	\$ 47,549.00	Total Salaries	\$ 62,545.50	\$ 54,670.12	\$ 54,670.12
\$ -	\$ -	Software Update	\$ -	\$ -	\$ -
\$ 2,553.32	\$ 4,000.00	Professional Services	\$ 2,562.50	\$ 2,125.00	\$ 2,125.00
\$ -	\$ -	NEMRC Support	\$ 937.50	\$ 937.50	\$ 937.50
\$ -	\$ -	Prior Year Adjustment	\$ -	\$ -	\$ -
\$ -	\$ -	Other Purchased services	\$ 125.00	\$ 125.00	\$ 125.00
\$ -	\$ 25.00	Dues & Subscriptions	\$ 6.25	\$ 6.25	\$ 6.25
\$ 2,553.32	\$ 4,025.00	Total Expenses	\$ 3,631.25	\$ 3,193.75	\$ 3,193.75
\$ 47,096.96	\$ 51,574.00	Total Accounting Budget	\$ 66,176.75	\$ 57,863.87	\$ 57,863.87

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
<u>Village Clerk</u>					
\$ 400.00	\$ 400.00	Salaries	\$ 400.00	\$ 400.00	\$ 400.00
\$ 400.00	\$ 400.00	Total Salaries	\$ 400.00	\$ 400.00	\$ 400.00
\$ 400.00	\$ 400.00	Total Town clerk	\$ 400.00	\$ 400.00	\$ 400.00

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
<u>Planning and Zoning</u>					
\$ 58,019.45	\$ 60,000.00	Salaries	\$ 105,600.00	\$ 64,471.20	\$ 64,471.20
		Overtime	\$ -	\$ 3,600.00	\$ 3,600.00
\$ 24,174.38	\$ 33,600.00	Employee Benefits	\$ 50,400.00	\$ 33,600.00	\$ 33,600.00
\$ 82,193.83	\$ 93,600.00	Total Salaries	\$ 156,000.00	\$ 101,671.20	\$ 101,671.20
<u>Operating expenses</u>					
\$ 1,964.37	\$ 2,800.00	Professional Services	\$ 2,940.00	\$ 2,900.00	\$ 2,900.00
\$ -	\$ 1,600.00	Legal Fees	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
\$ 108.51	\$ 800.00	Equipment Purchases	\$ 1,940.00	\$ 1,000.00	\$ 1,000.00
\$ 190.64	\$ 800.00	travel and Transportation	\$ 5,600.00	\$ 1,500.00	\$ 1,500.00
\$ 2,208.72	\$ 4,960.00	Dues, subs, Meeting	\$ 27,422.00	\$ 15,760.00	\$ 15,760.00
\$ 2,673.44	\$ 3,200.00	Advertising/Notice	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00
\$ -	\$ 480.00	GIS Mapping	\$ 600.00	\$ 480.00	\$ 480.00
\$ 7,145.68	\$ 14,640.00	Total Operating	\$ 43,302.00	\$ 26,440.00	\$ 26,440.00
<u>Capital Reserve</u>					
\$ 1,000.00	\$ 1,200.00	2-5070-905 Village Plan Consulting	\$ 1,500.00	\$ 1,200.00	\$ 1,200.00
\$ 1,000.00	\$ -	5070-933 Computer Replacement	\$ 480.00	\$ -	\$ -
\$ 2,000.00	\$ 1,200.00	Total Capital Reserve	\$ 1,980.00	\$ 1,200.00	\$ 1,200.00
\$ 91,339.51	\$ 109,440.00	Total Planning and Zoning	\$ 201,282.00	\$ 129,311.20	\$ 129,311.20

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
<u>Trustees' Contingincy</u>					
\$ -	\$ 15,000.00	Contingincy	\$ 15,000.00	\$ 13,844.00	\$ 13,844.00
\$ -	\$ 15,000.00	Total	\$ 15,000.00	\$ 13,844.00	\$ 13,844.00
\$ -	\$ 15,000.00	Total Trustees	\$ 15,000.00	\$ 13,844.00	\$ 13,844.00

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
<u>Village Capital Reserve</u>					
\$ 25,000.00	\$ 30,000.00	Unused Sick Time	\$ 30,000.00	\$ 10,000.00	\$ 10,000.00
\$ -	\$ 5,000.00	Tree Fund	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
\$ 25,000.00	\$ 35,000.00	Total Capital Reserve	\$ 35,000.00	\$ 15,000.00	\$ 15,000.00

Actual FY23	Approp. FY24		Department Requested FY25	Administrator Recommended FY25	Select Board Recommended FY25
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			<u>Village Parks</u>			
\$ -	\$	1,000.00	East End Park Parking	\$ 1,000.00	\$ -	\$ -
\$ 618.80	\$	-	Fence/ Park Maintenance	\$ -	\$ -	\$ -
\$ -	\$	1,700.00	Fertilization tree work	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00
\$ 618.80	\$	2,700.00	Total Operating	\$ 2,700.00	\$ 1,700.00	\$ 1,700.00
Actual	Approp.			Department	Administrator	Select Board
FY23	FY24			Requested	Recommended	Recommended
			<u>Village Misc</u>			
\$ -	\$	49,000.00	HWY Aid to Town	\$ 49,000.00	\$ 46,000.00	\$ 46,000.00
\$ -	\$	49,000.00	Total Budget	\$ 49,000.00	\$ 46,000.00	\$ 46,000.00
Actual	Approp.			Department	Administrator	Select Board
FY23	FY24			Requested	Recommended	Recommended
			<u>Village Police budget</u>			
			Salaries			
\$ 128,547.33	\$	144,866.00	Administration Salaries and wages	\$ 172,387.00	\$ 168,038.00	\$ 168,038.00
\$ 4,350.00	\$	3,500.00	Educ, EMT Training & Stipen	\$ 4,350.00	\$ 4,350.00	\$ 4,350.00
\$ 61,332.17	\$	71,511.00	Employer Paid Benefits	\$ 76,516.77	\$ 76,516.77	\$ 76,516.77
\$ 292,979.20	\$	316,891.00	Law enforcement salaries & Wages	\$ 413,453.00	\$ 347,000.00	\$ 347,000.00
\$ 16,856.39	\$	12,000.00	Local, EMT & Educ stipen	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
			Overtime	\$ -	\$ 40,000.00	\$ 40,000.00
\$ 104,587.81	\$	106,000.00	Enforcement Employer paid Benefits	\$ 113,420.00	\$ 113,420.00	\$ 113,420.00
\$ 5,644.52	\$	5,700.00	Training Salaries & Benefits	\$ 15,990.00	\$ 13,500.00	\$ 13,500.00
\$ 629.09	\$	548.00	Training Employer Paid Benefits	\$ 410.00	\$ 410.00	\$ 410.00
\$ 27,842.04	\$	25,750.00	Parking Meters Salaries & Wages	\$ 30,204.00	\$ 28,963.00	\$ 28,963.00
\$ 2,210.68	\$	2,323.00	Parking Meters Employer Paid Benefits	\$ 2,497.23	\$ 2,497.23	\$ 2,497.23
\$ 948.69	\$	2,200.00	Salaries & Wages	\$ 2,200.00	\$ 2,200.00	\$ 2,200.00
\$ 80.26	\$	170.00	Employer Paid Services	\$ 170.00	\$ 170.00	\$ 170.00
\$ 86,984.50	\$	85,243.00	Town police Salaries	\$ -	\$ -	\$ -
\$ 819.43	\$	1,442.00	Town police training wages	\$ 1,485.26	\$ 1,485.26	\$ 1,485.26
\$ 1,600.00	\$	2,200.00	Town police stipend	\$ -	\$ -	\$ -
\$ 24,104.27	\$	29,490.00	Town police employer paid benefit	\$ 31,554.30	\$ 31,554.30	\$ 31,554.30
\$ 759,516.38	\$	809,834.00	Total Salaries	\$ 883,637.56	\$ 849,104.56	\$ 849,104.56
			Operating			
			Police administration			
\$ 543.87	\$	300.00	Office Supplies	\$ 325.00	\$ 325.00	\$ 325.00
\$ 2,829.78	\$	1,600.00	Adm Operating Supplies	\$ 2,000.00	\$ 1,750.00	\$ 1,750.00
\$ 173.75	\$	100.00	Printing & Binding	\$ 200.00	\$ 200.00	\$ 200.00
\$ 331.41	\$	200.00	Travel & Transportation	\$ 300.00	\$ 350.00	\$ 350.00
\$ 2,859.85	\$	1,500.00	Dues, Subs & Meetings	\$ 2,100.00	\$ 2,100.00	\$ 2,100.00
\$ 204.60	\$	300.00	Advertising	\$ 100.00	\$ 100.00	\$ 100.00
\$ 6,943.26	\$	4,000.00	Total Administration	\$ 5,025.00	\$ 4,825.00	\$ 4,825.00
			Law enforcement			
\$ 25,672.18	\$	-	Contract Services	\$ -	\$ 10,000.00	\$ 10,000.00
\$ 933.84	\$	850.00	Operating Supplies	\$ 900.00	\$ 900.00	\$ 900.00
\$ 3,591.91	\$	1,500.00	Weapon Mainte & Supplies	\$ 1,550.00	\$ 1,550.00	\$ 1,550.00
\$ 750.00	\$	800.00	Professional Services	\$ 800.00	\$ 800.00	\$ 800.00
\$ 5,423.86	\$	3,000.00	Uniform Service	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00
\$ 100.00	\$	100.00	Bike Patrol	\$ 100.00	\$ 100.00	\$ 100.00
\$ 3,882.55	\$	3,000.00	Small Tools & Equipment	\$ 11,400.00	\$ 11,400.00	\$ 11,400.00
\$ 100.00	\$	100.00	Officer Video Recording	\$ 100.00	\$ 100.00	\$ 100.00
\$ 450.00	\$	350.00	Dues, Subs & Meetings	\$ 350.00	\$ 350.00	\$ 350.00
\$ -	\$	-	Axon Body 4	\$ 100.00	\$ 100.00	\$ 100.00
\$ 40,904.34	\$	9,700.00	Total Law Enforcement	\$ 18,400.00	\$ 28,400.00	\$ 28,400.00
			Police training			
\$ 885.75	\$	300.00	Travel & Transportation	\$ 300.00	\$ 300.00	\$ 300.00
\$ 2,149.00	\$	1,900.00	Tuition	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
\$ 3,034.75	\$	2,200.00	Total Police Training	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00
			Police Communications			
\$ 64,730.00	\$	64,730.00	Dispatch Services	\$ 64,730.00	\$ 64,730.00	\$ 64,730.00
\$ 500.00	\$	500.00	Radio Maintenance	\$ 500.00	\$ 500.00	\$ 500.00
\$ 13,034.44	\$	12,000.00	Communications	\$ 11,500.00	\$ 10,000.00	\$ 10,000.00
\$ 78,264.44	\$	77,230.00	Total Police Communications	\$ 76,730.00	\$ 75,230.00	\$ 75,230.00
			Parking meters			
\$ 3,000.00	\$	3,000.00	Office Supplies	\$ 3,050.00	\$ 3,050.00	\$ 3,050.00
\$ 4,671.09	\$	3,000.00	Postage	\$ 3,060.00	\$ 3,060.00	\$ 3,060.00
\$ 1,000.00	\$	1,000.00	Computer Software	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
\$ 12,018.00	\$	13,500.00	CreditCard/Meter Charges	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00
\$ 375.00	\$	200.00	Professional Services	\$ 225.00	\$ 225.00	\$ 225.00
\$ 3,330.03	\$	2,000.00	Equipment Purchase	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00
\$ 500.00	\$	500.00	Credit card meter repair	\$ 500.00	\$ 500.00	\$ 500.00

\$ 499.57	\$ 500.00	Equip Repair & Mainte	\$ 525.00	\$ 525.00	\$ 525.00
\$ 1,371.42	\$ 700.00	Small Tools & Equipment	\$ 735.00	\$ 700.00	\$ 700.00
\$ 11,000.00	\$ 11,000.00	NW Library Lot Rent	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
\$ 37,765.11	\$ 35,400.00	Total Parking Meters	\$ 34,245.00	\$ 34,210.00	\$ 34,210.00
		Police Vehicles			
\$ 2,926.39	\$ 3,500.00	Equip Repair & Mainte	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
\$ 303.55	\$ 500.00	Small Tools & Equipment	\$ 625.00	\$ 500.00	\$ 500.00
\$ 9,591.03	\$ 10,400.00	Fuel	\$ 10,750.00	\$ 10,400.00	\$ 10,400.00
\$ 12,820.97	\$ 14,400.00	Total Police Vehicle	\$ 14,875.00	\$ 14,400.00	\$ 14,400.00
		Building Maintenance			
\$ 2,250.00	\$ 2,250.00	Propane	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
\$ 1,800.00	\$ 2,000.00	Electricity	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
\$ 2,690.29	\$ 2,500.00	Rubbish removal	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
\$ 1,250.64	\$ 500.00	Water/sewer	\$ 500.00	\$ 500.00	\$ 500.00
\$ 20.66	\$ 250.00	Building Maintenance	\$ 250.00	\$ 250.00	\$ 250.00
\$ -	\$ -	Roof Replacement	\$ -	\$ -	\$ -
\$ -	\$ -	Storage Trailer	\$ -	\$ -	\$ -
\$ 8,011.59	\$ 7,500.00	Total Building Maintenance	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
		Town police services			
\$ 1,244.20	\$ 1,200.00	T Uniform service	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
\$ 702.29	\$ 2,000.00	T Vehicle Repairs & Maint	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
\$ 486.87	\$ 500.00	T Small Tools & Equip	\$ 525.00	\$ 525.00	\$ 525.00
\$ 6,679.91	\$ 6,850.00	T 4X4 Vehicle Lease	\$ 6,850.00	\$ 6,850.00	\$ 6,850.00
\$ 781.96	\$ 800.00	T 4X4 Radio,Lights,Radar	\$ 800.00	\$ 800.00	\$ 800.00
\$ 300.00	\$ 300.00	Communications	\$ 315.00	\$ 315.00	\$ 315.00
\$ 3,337.20	\$ 4,196.00	T Fuel	\$ -	\$ -	\$ -
\$ 108.00	\$ 150.00	Dues, Subs & Meetings	\$ 100.00	\$ 100.00	\$ 100.00
\$ 750.00	\$ 750.00	T Tuition	\$ 750.00	\$ 750.00	\$ 750.00
\$ 14,390.43	\$ 16,746.00	Total Town Police	\$ 12,090.00	\$ 12,090.00	\$ 12,090.00
		Capital Reserve			
\$ 1,500.00	\$ 1,500.00	Police Computer	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
\$ 2,000.00	\$ 2,000.00	Radio System	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
\$ 20,000.00	\$ 20,000.00	Police Cruiser	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
\$ -	\$ -	Weapon Replacement	\$ -	\$ -	\$ -
\$ -	\$ -	Police Training	\$ -	\$ -	\$ -
\$ -	\$ -	Taser 7 * 5	\$ -	\$ -	\$ -
\$ -	\$ -	Evidence.com part and parcel with above	\$ -	\$ -	\$ -
\$ 23,500.00	\$ 23,500.00	Total Capital Reserve	\$ 28,500.00	\$ 28,500.00	\$ 28,500.00
\$ 985,151.27	\$ 1,000,510.00	Total Police Budget	\$ 1,083,302.56	\$ 1,056,559.56	\$ 1,056,559.56
\$	1,464,835.00	TOTAL VILLAGE BUDGET	\$ 1,715,232.93	\$ 1,543,736.16	\$ 1,543,736.16

January 22, 2024

The Board of Trustees
Village of Woodstock, Vermont

AUDITOR'S CERTIFICATION

The financial statements of the Village of Woodstock, Vermont for the fiscal year ended June 30, 2023 were audited by Mudgett, Jennett & Krogh-Wisner, P.C. of Montpelier. The financial statements will be available, with our independent auditor's reports, at the Office of the Municipal Manager, Village of Woodstock, PO Box 488, Woodstock VT 05091 once the final statements are issued.

Sincerely,

Mudgett, Jennett & Krogh-Wisner, P.C.

A handwritten signature in dark ink, appearing to read "J. Mudgett", written over a light gray rectangular background.

John H. Mudgett, CPA
Principal

FY2023 Woodstock Village Public Trust Funds Summary

The Village of Woodstock is the beneficiary of four Public Trust Funds. These Funds are managed by the Trustee of Public Funds and audited each year by the auditors appointed by the municipality.

Investment decisions are made jointly by the Trustee of Public Funds and the Village Trustees. The disbursement decisions are also made jointly with the exception of the Old Fire Station Fund. These decisions are made by Village residents in a duly warned regular or special Village meeting.

Until September, 2021 the Funds were invested in one CD with an annual return of 0.3%. In October 2021 the CD was closed and the monies invested in low-cost Vanguard Index Funds. The Index Funds are the same ones chosen by the Investment Advisory Committee for the Town and Village Endowment Fund. This investment is in accordance with the May 2018, Vermont State Legislature authorization to trustees of public funds to invest public funds in securities and bonds. The invested funds decreased in value this financial year after disbursements and reflecting the stock market performance.

The Public Trust Funds are described below with an estimated year end value. These values are unaudited until the audit for FY2023 audit is available.

The **Frank S MacKenzie Fund** was established in December 1921 and January 1922 with an original gift of \$3,000 “for the purpose of continuing the exhibition of fireworks on the Fourth day of July each year...” In October 2022, \$300 was disbursed to help pay for the Town 2023 Fireworks. Balance: \$3,530

The **Orley A Whitcomb Fund** was established in April 1936 with an original gift of \$26,585 “to be used for the civic betterment of said Village of Woodstock... I would recommend that the sum of Five Hundred Dollars per year, or more in the discretion of said Trustee, be devoted to the employment of a district nurse, unless provision is otherwise made whereby the community has the services of a district nurse without contribution from this fund.” In October, 2022, \$5,600 was disbursed to help pay for the Village tree work caused by the emerald ash borer and East End Park expenses. Balance: \$65,282

The **Old Fire Station Fund** was established in 1982 with an original gift of \$49,947 from the Village Trustees. The use of this fund is to be determined by the Village voters at a duly warned regular or special Village meeting. In October 2022, after the duly warned meeting and vote, \$2,000 was disbursed to help pay for the Village tree work caused by the emerald ash borer. Balance: \$22,383

The **Ethel Woods Sidewalk Fund** was established in 1935 with an original gift of \$40,155 “for the care and upkeep of the sidewalks in said Village.” \$50,974, the total fund value, was disbursed to be used to improve Village sidewalks. Balance: \$760

Respectfully submitted,
Jill Davies, Village of Woodstock Trustee of Public Funds

FY2023 Woodstock Town and Village Endowment Fund

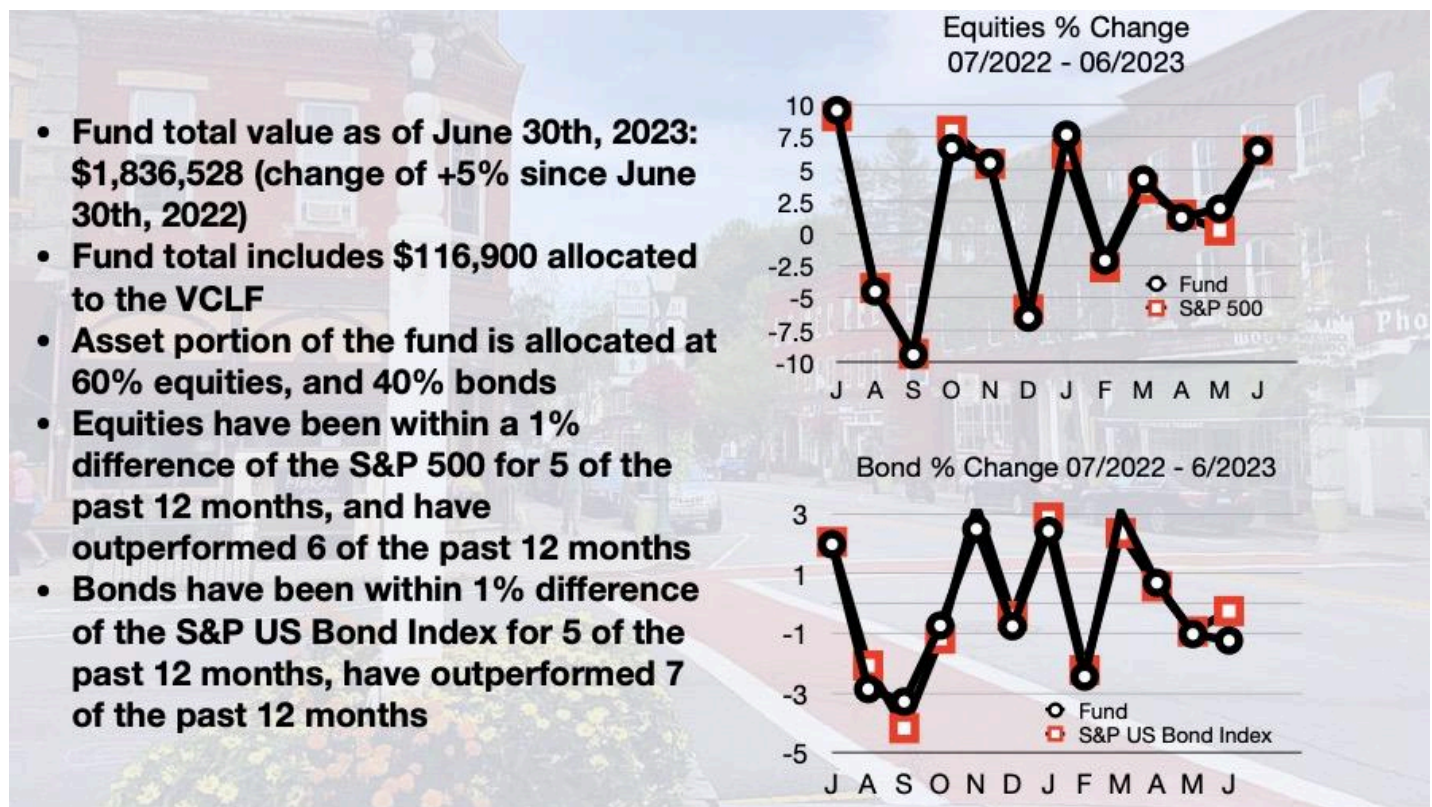
In 1993, the Rockefellers gave the Town and Village \$625,000 *“as an endowment fund to produce annual payments to help offset the loss of real estate taxes”* after their property was given to the National Park Service. It was the hope of the Rockefellers that *“the Town would wish to retain the fund as a permanent endowment.”* For many years the funds were managed by Seaward Management for the Village Trustees and Town Selectboard. The firm followed the ordinances and investment guidelines adopted by the Village Trustees and Town Selectboard in 1994 and 2009. The Town and Village received \$41,200 annually from the fund. In 2017 the management of these funds was revised to increase diversity and reduce costs. The investment guidelines and ordinance were updated to reflect these changes.

The funds are managed by the Village Trustees and Town Selectboard following advice from the Investment Advisory Committee, a group of residents, appointed by the Selectboard and Trustees, who have investment experience and an interest in socially responsible investing. The committee reviews performance, asset allocation and investment alternatives and makes regular reports to the Trustees and Selectboard.

In FY2023 the Fund made the annual disbursement *“in lieu of property taxes”* of \$80,500. This represents a 5% increase over the FY 2022 disbursement to mimic the increase in taxes for the Town and Village.

The funds are invested in three places:

- An equity index fund: Vanguard’s Social Index Fund (VFTSX);
- A fixed income fund: Vanguard’s Intermediate-Term Treasury Index Fund Admiral Shares (VSI GX);
- A community-focused Vermont lender: Vermont Community Loan Fund’s Social Investment Term Account.



We look forward to managing these funds in the coming year and upholding the intent of the original donors.

Respectfully submitted,

Jill Davies , Mark Hall, Jeffrey Kahn, Patrick Proctor and Ann Quasman
Investment Advisory Committee

PLANNING & ZONING DEPARTMENT

2023 VILLAGE ANNUAL REPORT

In spring of 2023, the Department welcomed Stephanie Appelfeller to our team. Stephanie brings with her an extensive resume of experience in real estate and non-profit development. Stephanie's professionalism and positivity has quickly made her a valuable team member to the Department and the Woodstock community.

Over the last year, the Department took the lead on initiating and securing the adoption of the Woodstock "housing amendments." Together, the Department and Planning Commission worked to implement the statutory changes enacted by the Vermont General Assembly during the 2023 legislative session. Specifically, Act 47 (S.100) made multiple changes to municipal planning and zoning regulations and focused on enabling the development of more housing in the state. In movement with these statutory changes, the Department and Planning Commission looked to simplify and shorten the permitting process for landowners and developers that have a desire to build more housing in Woodstock.

The Village is the primary focus area for growth because most of the Village is served or could reasonably be served by existing sewer and water infrastructure. In October 2023, after 18 months of diligent work by the Department and Commission, the Board of Village Trustees adopted the amendments. The housing amendment have been called "the most positively impactful regulatory change in Woodstock since the initial enactment of the land use regulations."

Since the beginning of 2023, the Department has permitted sixteen new multi-household residential units in the Village. All of which would not have been possible but for the adoption of the housing amendments. We consider this a tremendous step in the right direction. However, studies show that Woodstock needs to permit closer to fifty new units per year to produce enough supply to keep up with demand.

The Housing Chapter of the 2023 Comprehensive Plan repeated calls for the additions of "new residential construction to areas which are contiguous to existing development and within easy access to service." However, without the near-immediate expansion and improvements to our rapidly declining infrastructure, such developments are less economically feasible for developers.

In fall, our department had the opportunity to attend the 2023 Northern New England Planning Conference. According to other municipalities across Vermont, New Hampshire, and Maine, nearly all of them are dealing with similar barriers to the growth of their communities. The good news is that the municipalities implementing new methods have started to see positive results.

In the coming year, the Department is committed to leading the charge toward finding solutions to our community's growing list of challenges, including how to plan out and pay for these necessary improvements.

Together, we are Woodstock.

Steven Bauer
Director of Planning & Zoning

Call Type	2021	2022	2023
	<u>Village</u>	<u>Village</u>	<u>Village</u>
911 Hangup Call	7	5	14
Crash Fatal	0	0	0
Crash Damage	25	31	24
Crash Injury	2	5	1
Agency Assist	33	45	63
Animal Problem	7	10	23
Assault	0	21	0
Alarm	69	124	110
Bike Patrol	0	0	5
Citizen Assist	35	70	61
MV Complaint	47	35	27
Death Investigation	1	3	0
Disorderly Conduct	4	8	2
Directed Patrol	190	174	29
Escort	14	10	12
Family Fight/Domestic	4	6	6
Fraud	6	4	8
Fugitive Warrant	2	5	4
Foot Patrol	504	279	290
Information	5	5	60
Intoxicated Person	2	0	2
Juvenile Problem	1	2	5
Lost/Found Property	31	27	30
Property Damage, Non Vandalism	1	4	2
Public Speaking	5	2	7
Service of APO	4	3	2
Sex Offense	1	0	1
Suspicious Person/Circumstance	36	51	37
Theft	7	11	24
Threatening	7	2	2
Parking Problem	20	16	45
Natural Disaster	0	0	2
Traffic Hazard	5	3	4
Trespassing	2	4	2
Vandalism	5	7	4
VIN Inspection	15	5	14
Welfare Check	13	19	19
Unsecure Premise			5
Miscellaneous Call			11
Vagrancy			1
Citizen Dispute			10
Background Investigation			13
Traffic Stop		1035	1423

Village Tree Warden Report

Overall tree health in the Village is very good.

Emerald Ash Borer has been positively identified in the Village in more than one location. This spring we will do the second inoculation of the key ash trees in the Village. This hopefully will prevent the loss of such a beautiful and important tree on our Village streets. This summer we will also inoculate our remaining elm trees for Dutch Elm Disease. We have lost a few more elms to the disease over the last couple of years, so treatment is needed to prevent further loss.

I have been speaking with local concerned citizens discussing fundraising for more tree and downtown beautification projects. There are many projects including tree replacement, fertilization, and improvement of planting areas in the sidewalks to provide suitable long-term sites for tree planting. Many of these goals are not attainable with the basic yearly budget.

I am looking forward to a productive spring and summer focusing on pruning, fertilization and replacement of a few of the trees that have had to be removed.

Respectfully submitted,

Don Wheeler

Tree Warden

INFORMATION DIRECTORY

EMERGENCY CALLS	911
FIRE (non-emergency)	457-2337
AMBULANCE (non-emergency)	457-2326
WOODSTOCK POLICE (non-emergency)	457-1420
CONSTABLE	457-1420
COUNTY SHERIFF	457-5211
STATE POLICE	241-5000 OR 457-1416

EMERGENCY CALLS: Give name, address, Including House Number and name of road or street, and description of emergency. Do not hang up the telephone until you are certain that the dispatcher understands your message.

FOR INFORMATION ABOUT:	CALL	PHONE NUMBER
Accounts Payable	Staff Accountant	457-3605
Administration	Town Manager	457-3456
Administrative Assistant	Manager Assistant	457-3456 x2101
Ambulance Bills	Ambulance Bookkeeper	457-3605 x2104
Assessments	Listers (M-F 8:00-12:00 noon)	457-3607
Auto Registration (VT)	Police	457-1420
Civil Defense	Dispatch	457-1420
Birth Certificates	Town Clerk	457-3611
Counseling	Mental Health Services of Southeastern Vermont	295-3031
Death Certificates	Town Clerk	457-3611
Deeds	Town Clerk	457-3611
Delinquent Taxes	Tax Collector	457-3456
Dog Complaints	Dispatch	457-1420
Dog Licenses	Town Clerk	457-3611
Drainage Problems	Town Manager	457-3456
Elections	Town Clerk	457-3611
Financial Information	Treasurer	457-3605
Fire Permits	Dispatch	457-2337
Highways	Town Manager	457-3456
Library	Librarian	457-2295
Listers	Listers (M-F.8:00-12:00 noon)	457-3607
Marriage Licenses	Town Clerk	457-3611
Nursing-Home Care	Visiting Nurses	888-300-8853
Recreation	Recreation Director	457-1502
Regional Planning	Regional Commission	457-3188
Sewers	Superintendent	457-1910
Sewer Permits	Town Manager	457-3456
Snow Removal	Town Manager	457-3456
Taxes (Property/Sewer)	Bookkeeper	457-3456 x 2104
Water	Aqueduct Company	457-4497
Water Testing	Health Officer	457-1334
Zoning	Zoning Administrator	457-7515

website: www.townofwoodstock.org