

# Village of Woodstock, Vermont



Annual Report  
Fiscal Year 2016–2017

## ABOUT THE COVER

The photos on the cover of this year's Annual Village Report bring to life three projects in the Village that have been discussed and under way for many years.

The top photo is of the Woodstock Elementary School and the construction of crosswalk and sidewalk safety enhancements in the vicinity of the school. The Safe Routes to School Grants Program builds infrastructure enhancements to promote school children walking to school. This project was a 100% Federal Grant funded project.

The middle photo is of the newly completed Park & Ride Lot on Pleasant Street which was completed this summer. The project was primarily paid for with a state grant. An enhancement of this parking lot was the addition of two car charging stations for electric vehicles. The charging station was also funded with a grant from a private corporation that manufactures electric cars.

The bottom photograph is of our new Snow Dump. This project was funded by a FEMA grant because Tropical Storm Irene removed a substantial amount of land that had been used to store snow on.

Photographs are courtesy of Lynn Beach who is our Administrative Assistant in the Town and Village Offices, and incidentally puts this Annual Village Report together for publishing.

The Board of Village Trustees have dedicated this year's Annual Village Report to Patsy Mathews.



Patsy has been an integral part of the fabric of our community since she moved to Woodstock in 2003 with her husband John.

She immediately immersed herself in all things Woodstock, becoming one of Woodstock's foremost volunteers. Patsy served on the Board of Directors of Pentangle Council on the Arts and the Thompson Senior Center; serving as President of both these boards. Patsy also served on the Board of the Woodstock Job Bank and as a corporator of the Norman Williams Public Library. Patsy was an active member of the North Chapel Universalist Unitarian Church.

Patsy was never a passive member of any board that she served on. While on the Board of the Thompson Senior Center, Patsy filled in for the Executive Director for a six week stint. Also, she enjoyed serving the noon meal for ten years. While President of Pentangle, she served as Executive Director to help the organization get back on a more secure financial footing.

For all of her contributions to our wonderful community, Patsy was awarded the Woodstock Rotary Club's Citizen of the Year award in 2014.

Tragically Patsy's life was cut short on January 8<sup>th</sup> when she passed away after a long fight of four and a half years against stage four cancer. During her battle with cancer, Patsy never slowed down. She would not allow the debilitating treatments to affect her sunny disposition or her volunteer work that was important to her.

We all enjoyed knowing Patsy.

She will be long remembered and greatly missed.

# **Village of Woodstock**

## **Annual Report**

**FISCAL YEAR JULY 1, 2016 THROUGH JUNE 30, 2017**

**Chartered: November 11, 1836**

**2017 Grand List: \$2,889,156**

**2010 Census: 900 (Village)**

**Village Tax Rate: 0.2219**

**Australian Ballot Voting Tuesday, March 20, 2018  
7:00 AM - 7:00 PM at WoodstockTown Hall Theatre.**

**Please bring this Report to the Annual Village Meeting  
to be held on March 20, 2018, at 7:30 P.M. at the Town Hall.**

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**Village of Woodstock**  
**Meeting Schedule**

- Village Board of Trustees**  
Meet on the 2<sup>nd</sup> Tuesday of each month at 7:00 P.M. at the Town Hall.
- Village Development Review Board**  
Meet on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 7:30 P.M. at the Town Hall.
- Village Design Review Board**  
Meet 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at Town Hall at 4:00 P.M. (upon application only).
- Planning Commission**  
Meetings are held on the 1<sup>st</sup> Wednesday of each month at 7:30 P.M. at Town Hall.
- Conservation Commission**  
Meet on the 3<sup>rd</sup> Wednesday of each month at 7:30 P.M. Town Hall (to confirm call 457-3456).
- Select Board**  
Meet on the 3<sup>rd</sup> 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**  
Meetings are held on the 1<sup>st</sup> Thursday of each month at 7:00 P.M. at Town Hall.



VILLAGE OFFICERS AND BOARDS

Elected Officials

2016-2017

BOARD OF TRUSTEES:

Jeffrey Kahn	2018
Serena Nelson	2018
Cary Agin	2019
Ward Goodenough	2019
Keri Cole	2020

VILLAGE OFFICERS:

Clerk	Donald R. Wheeler	2018
Moderator	Greg Camp	2018
Treasurer	Ann Marie Boyd	2018
Auditor	Charlie Kimbell	2018
Auditor	Corwin Sharp	2018
Fire Warden	Joel Carey	2018
Fire Warden	Edmund Paige	2018
Fire Warden	Kent McFarland	2018
Trustee of Public Funds	Marian Koetsier	2018

VILLAGE OFFICERS AND BOARDS

Appointed Officials

2016-2017

VILLAGE MANAGER

Philip B. Swanson

ADMINISTRATIVE OFFICER

Michael E. Brands, AICP

POLICE CHIEF

Robbie Blish

DEVELOPMENT REVIEW BOARD

Elizabeth Daniels	2018
Wendy Spector	2018
Randall Mayhew	2019
Jane Soule	2019
Keri Cole	2020

DESIGN REVIEW BOARD

Jeffrey Bendis	2018
Nancy Sevchenko	2018
Beverly Humpstone	2019
Jack Rossi	2019
Don Olson	2020

PLANNING COMMISSION

Eric Goldberg	2018
Jeffrey Bendis	2018
Sally Miller	2019
Michael Pacht	2019
Susan Boston	2020
Sara Stadler	2021
Sam Segal	2021

Jeffrey Kahn  
Village review letter 2017

This past year has been an unusually eventful year in the life of the Village of Woodstock. Early on our new credit card/coin parking meters went active and despite occasional hiccups have proven to be a financially responsible asset. We also created a quarterly fee based business employee parking lot in a section of the Mechanic Street parking lot eliminating the all day coin feeding at many meters in that lot.

Working with the Select Board and a joint assigned committee, the Trustees approved a new more financially rewarding approach to the \$1.75 million dollar Rockefeller Endowment, which benefits both Town and Village. The new approach also aligns objectives of the Endowment more closely with the original intent of Mary and Laurence Rockefeller.

Thanks to a 100% federally funded “Safe Routes to School” grant, South Street saw significant improvement to road surface, sidewalk creation, crosswalk safety and underground utility work.

At the former East End “Jungle”, granite parking posts were installed, the entrance road was paved and two electric vehicle charging stations, one Tesla and one generic, have been installed. At the East End Village Park below, Sustainable Woodstock has continued to beautify the area and move forward with the vision of a vibrant, public, river front park. All of the new work in this part of our Village is possible because of the creation of the long awaited new snow dump move to the east, which became successfully operational in December. A big thank you to our Town and Village manager, Phil Swanson and Sustainable Woodstock for jumping this project successfully through so many hoops to a happy beginning for the East End revitalization.

Another historic change occurred when the Town and Village highway departments merged July 1 resulting in all Village road and sidewalk maintenance (with associated Village only taxes) being folded into the Town of Woodstock budget. Following that Town-wide vote all Woodstock residents now equitably share this long-standing Village burden.

This year saw the replacement of some old trash and recycling barrels with new, more attractive bins and we hope to continue this beautification upgrade project.

Working in conjunction with the Select board the Trustees have approved a new wage increase guideline for all Town and Village employees tied to the Consumer Price Index for our region, abandoning the 2, 3, 4% system in use for many years. If approved by voters in the new Town and Village budgets, wages for most Town and Village employees will rise by 1.87% in the new fiscal year.

Notably, our Village police force increased their public interaction and visibility via more foot patrols and summer bike patrols and morning coffee meetings with Chief Robbie Blish.

Finally, I’d like to note the impressive number of Village Green and Village road events our Trustees issued permits and conditions for during the past year:

- February
  - The Flurry Snow Sculpture Festival
- March
  - Vermont Special Olympics Opening Ceremony
  - Maple Madness Festival
- May
  - Vintage Car Show
  - Memorial Day Parade
  - Wednesday Market on the Green *through October*
- June
  - Covered Bridges Half Marathon
  - Alumni Parade
  - Pentangle Brown Bag Concerts *through August*
- July
  - John Langan's Race
  - Vermont 100 Endurance Race
  - Lobster Fest
  - Bookstock

REPORT OF VILLAGE MANAGER

August

- Taste of Woodstock
- Naked Table Project
- Puppies and Pooches on Parade

September

- Woodstock Art Festival
- Great Grilled Cheese Event *Change The World Kids*
- Pentangle Light Garden

October

- Chili Cook-off
- Woodstock Elementary School Halloween Parade
- Halloween Street Closure event

November

- Veterans Day Parade
- Zack’s Place Turkey Trot

December

- Wassail Parade, Pentangle House Tour and assorted Wassail events

We all are truly blessed to live in such a beautiful, caring and vibrant Village. On a personal note, it has been a pleasure to work and interact with our Village and Town employees as well as the Town Select board members and my fellow Village Trustees. I am grateful for the privilege of serving our remarkable Village.

Sincerely,

Jeffrey Kahn

I herewith submit my annual report to the voters of the Village of Woodstock.

Financial

The Village financial records for the Fiscal Year that ended on June 30, 2017 were audited by the firm of Mudgett, Jennett & Krogh-Wisner of Montpelier who concluded that the Village’s financial records are in conformance with the generally accepted accounting principles in the United States. The Annual Audit is available on our web site at [www.townofwoodstock.org](http://www.townofwoodstock.org)

In the 2016-2017 fiscal year, Village voters approved total appropriations of \$1,515,070.00 and tax appropriations of \$633,170., the balance of revenues came from other sources.

Combined Financial Statement

This year’s Annual Report contains a section that is a combined financial statement of the affairs of The Town and Village.

Unified Highway Department of the Town and Village

The highway department of the Village has been incorporated in the highway budget of the Town reflecting that all Woodstock residents pay the same tax rate for highway services. The transition has been relatively easy. Three projects have been completed in the Village with grant funding, they are:

- The Safe Routes to School grant to do a necessary and beautiful improvement of sidewalks and crosswalks around the Woodstock Elementary School.
- The project to construct a Park & Ride parking lot was completed this past summer. Thanks to A.J and William Alsup for granting an easement to the Village over lands that the roadway has been historically using.
- Finally, an Electric Vehicle charging station was built and incorporated into the Park & Ride.

The Highway Department continues to spend a great deal of time reconstructing many deteriorated catch basins, and repairing drain lines. This is a never-ending maintenance issue. For the past several years we have been using precast concrete basins and they have greater longevity and hopefully we will (one day) be caught up with this work.

We constantly read about our Nation’s aging infrastructure. Our infrastructure here in Woodstock is also aging. We have done a great job of keeping up with our large bridges that span the Ottauquechee River. The next major bridge project we will be faced with is the Post Office bridge. Located in front of the Post Office, this bridge spans the Kedron Brook. It was built in the 1930's and it is now in poor condition. The State of Vermont Agency of Transportation has this bridge scheduled for replacement of the deck in 2018. The project will close this section of Central Street for approximately 3 weeks. During this time, local traffic will find its own way around the construction, while commercial truck traffic will be detoured on the state highway network and will skirt Woodstock entirely. The closure of Central St. Will be limited to the work zone and will start on April 16, 218 and re-open to traffic on or before May 7, 2018. Work will occur before and after road closure dates but Central Street will be open for travel.

During the winter months, residents of the Town and Village of Woodstock can pick up a bucket of sand or salt at the Town Garage for personal use on private driveways. In the summer we keep a supply of gravel outside of the gate that is available for your use in small quantities.



**Snow Dump**

The moving of the snow dump from the East End of the Village to a location outside of the Village and out of sight has finally happened! Construction of the Snow Dump has finally been completed and will go live in the winter of 2017 - 2018.

There had been a lot of interest in the community regarding the relocation of the snow dump from its present location immediately adjacent to the Ottauquechee River, to a location further away from the river in an effort to reduce the pollution running into the river and also to allow the East End to become more viable for development without a snow dump so near.

The land for the relocated snow dump was purchased from the Woodstock Resort Corporation by the Village and Sustainable Woodstock which were formerly part of the Billings Farm agricultural lands. We are grateful that the Woodstock Resort Corporation was willing to sell these two acres to the Village for the creation of a modern, engineered snow dump.

The design and initial engineering of the snow dump was paid for by the Village. Environmental engineering, archeological studies and other soft costs related to environmental permitting were paid for by Sustainable Woodstock.

All construction costs were paid for by a FEMA grant because the former snow dump on Pleasant Street lost land during the flood event which occurred during Tropical Storm Irene. I hope this is the last reference to T.S. Irene that I ever have to write about in an Annual Report.

Thank you to Sustainable Woodstock for their generous financial support that helped pay for the cost of purchasing the land and their financial support of paying for some of the costs of scientific research of the site that the grant would not pay for. All combined, the financial contribution of Sustainable Woodstock to this project exceeds \$50,000.

**Parking**

Our meters are high tech parking meters that will accept both coins and credit cards. The meters are working out very well. Most people prefer to use coins to pay for parking, but credit card usage is gaining in popularity; some months seeing close to 30% of meter payments.

The Trustees implemented a long term permitted parking lot for downtown business employees only, situated within a section of the Mechanic Street parking lot.

Remember that all meters in the Village are available for unlimited parking as long as money is deposited in the meter to keep the meter active; with the exception of the meters in front of the Post Office that have a short term maximum to keep the spots turning over so as to be available for everyone to have quicker access to the Post Office.

**Park and Ride**

The parking lot on Pleasant Street that is part of the “Jungle” property has been completed. This year’s work built on last year’s successful development. Paving finally happened and the Electric Vehicle charging station is operational.

**Safe Routes to School**

As the result of a great partnership between the Village, Woodstock Elementary School and the Two Rivers Ottauquechee Regional Planning Commission, the Village has completed a Safe Routes to School grant that enhanced the crosswalks and sidewalks in the area of the school all the way to Vail Field. This project is a tremendous asset to the neighborhood.

**Police**

The Woodstock Village Police are a very professional police department who all care very deeply about providing top notch police services and other public safety services to all. For example, many of our police officers are also EMT’s. When calls come in for people experiencing medical distress in the Village and if the officer on duty is an EMT, that officer will respond directly to the scene and begin rendering aid, often before the ambulance arrives because the on-duty officer is present in the Village.

Our officers are very intent on enforcing truck laws within the Village. We realize that the size and noise of the big trucks is a detriment to our quality of life. We can enforce within the limits of the law.

In other traffic and parking matters, the officers do a great job of maintaining order out of chaos.

Our police department is a very dedicated group of police officers who pride themselves on being fair and equitable to all, treating resident and tourist alike.

**Complaints**

If any Village resident ever has a complaint regarding the performance of any Village or municipal department please feel free to directly contact either myself, the department supervisor or a Village Trustee. I want you to know that all comments are taken seriously.

I wish to thank the citizens of the Village, the Village Trustees, and the employees of the Village for their dedication and cooperation.

Respectfully submitted,  
Philip B. Swanson  
Village Manager



**WARNING**  
**VILLAGE OF WOODSTOCK**  
**ANNUAL VILLAGE MEETING**  
**March 20, 2018**

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 20<sup>th</sup> day of March 2018, 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 20<sup>th</sup> day of March, 2018 at 7:30 P.M. to act upon the following articles.

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

<b>Moderator</b>	<b>1 year term</b>
<b>Clerk</b>	<b>1 year term</b>
<b>Trustee</b>	<b>3 year term</b> (Australian Ballot)
<b>Trustee</b>	<b>2 year term</b> (Australian Ballot)
<b>Treasurer</b>	<b>1 year term</b>
<b>Trustee of Public Funds</b>	<b>1 year term</b>
<b>Auditors (2)</b>	<b>1 year term</b>
<b>Fire Wardens (3)</b>	<b>1 year term</b>

**ARTICLE II:**           To receive and act upon the reports of the Village officers.

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

Moderator	50.00 per meeting
Treasurer	1500.00 per year
Clerk	400.00 per year
Trustees	750.00 per year

**ARTICLE IV:**           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 2, 2018 and May 3, 2019.

**ARTICLE V:**           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 2018-2019 to defray current expenses and debt of the Village.

**ARTICLE VI:**           To see if the Village will vote to appropriate the sum of One Million Five Hundred Sixteen Thousand Two Hundred Forty Dollars (\$1,516,240.00) and raise by taxation the sum of Five Hundred Thirteen Thousand Eight Hundred Fifty Seven Dollars (\$513,857.00) to pay the current expenses and debt of the village.

General Government	\$ 138,845.00
Planning & Zoning	110,515.00
Village Highway Total	332,900.00
Village Police	851,730.00
Capital Outlay	4,250.00
Insurance	78,000.00
<b>Total</b>	<b>\$ 1,516,240.00</b>

**ARTICLE VII:**           To see if the Village will vote to appropriate and raise by taxation the sum of Four Thousand Dollars (\$4,000.00) for the care and planting of trees.

**ARTICLE VIII:**           To see if the Village will vote to raise and appropriate from taxes the sum of Five Thousand Dollars (\$5,000.00) 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 IX:**           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 X:**           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 XI:**           To act on any other business that may legally come before the Village Meeting.

Dated at Woodstock, County of Windsor, State of Vermont this 13<sup>th</sup> day of February, 2018

**BOARD OF TRUSTEES**

Jeffrey Kahn, Chair

Ward Goodenough

Cary Agin

Serena Nelson

Keri Cole

Donald R. Wheeler  
Village Clerk

NOTICE TO VOTERS

COMBINED FINANCIAL REPORT  
For the Year Ended June 30, 2017

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 5:00 P.M. on March 19, 2018. A voter, who expects to be an early or absentee voter, or an authorized person on behalf of such voter, may apply for an early voter absentee ballot until 5:00 P.M. or the closing of the Town Clerk=s office on the day preceding the election.

	Revenues		
	Town	Village	Total
Property Taxes			
Current (Net/Taxes Abated)	3,517,650	641,213	4,158,863
National Park Land Trust	0	7,200	7,200
In Lieu of Taxes and Land Use	250,755	1,449	252,204
Total Property Taxes	3,768,405	649,862	4,418,267
Licenses and Permits			
Licenses and Fees	51,645	150	51,795
Boards and Agencies	11,671	6,381	18,052
Total Licenses and Permits	63,316	6,531	69,847
Intergovernmental			
Highway State Aid	133,180	44,961	178,141
Misc State of Vermont	19,887	0	19,887
Town - Highway Rebate	0	246,198	246,198
Grants - Public Works	87,962	0	87,962
Grant - Snow Dump Construction	0	159,246	159,246
Grant - Police Equipment	0	9,799	9,799
Grant - Park & Ride Project	0	20,287	20,287
Grant - Safe Routes to School	0	10,731	10,731
Grants - Public Safety	0	9,489	9,489
Grant - Snow Dump Project	0	32,500	32,500
Grant - Mt Tom Trails	103,000	0	103,000
Total Intergovernmental	344,029	533,211	877,240
Charges for Services *			
False Alarms and Permits	12,445	0	12,445
Ambulance Services (net)	468,544	0	468,544
Communications	66,570	0	66,570
Parking Permits	0	10,597	10,597
Police Contracts & Misc Services	0	12,537	12,537
* Note: Net of Town/Village Police Services Contract.			
Total Charges for Services	547,559	23,134	570,693
Fines and Forfeits			
Parking Ticket Fines	0	19,885	19,885
Parking Meter Revenue	0	89,074	89,074
Moving Violations	0	91,776	91,776
Delinquent Tax Penalties and Interest	113,847	0	113,847
Total Fines and Forfeits	113,847	200,735	314,582
Miscellaneous			
Interest Income	99	5	104
Miscellaneous	13,562	1,150	14,712
Town Forest Lease	7,500	0	7,500
Rents	21,881	0	21,881
Total Miscellaneous	43,042	1,155	44,197
Total Revenues	4,880,198	1,414,628	6,294,826

	Town	Village	Total
Other Financing Sources			
Note Proceeds	30,748		30,748
Insurance Proceeds	0	44,895	44,895
Transfer from Capital Reserve	229,113	60,220	289,333
Transfer from Local Option	130,191	0	
Transfer from Trust Funds	0		0
Total Other Financing Sources	390,052	105,115	495,167
Total Revenue & Other Sources	5,270,250	1,519,743	6,789,993
Expenditures			
General Government			
Select Board/Trustees			
Legislating	41,658	19,945	61,603
Executive Department	121,205	57,927	179,132
Administration	22,096	9,222	31,318
Finance Department			
Treasurer	19,612	1,615	21,227
Accounting and Bookkeeping	61,421	29,764	91,185
Auditing	11,300	13,600	24,900
Tax Listing	99,655	0	99,655
Tax Collecting	29,069	0	29,069
Total Finance Department	221,057	44,979	266,036
Village Clerk Salaries	0	400	400
Town Clerk Department			
Document Recording, Etc.	128,231	0	128,231
Board of Civil Authority	6,389	0	6,389
Total Town Clerk Dept.	134,620	0	134,620
Boards and Agencies			
Municipal Planning & Zoning	105,536	101,405	206,941
Plant and Equipment	70,569	0	70,569
Contingency Department	14,011	2,798	16,809
Insurance and Fidelity Bond Premium	168,570	78,025	246,595
Total General Government	899,322	314,701	1,214,023
Transfers to Capital Project Funds	29,000	3,000	32,000
Total General Govt and Transfers	928,322	317,701	1,246,023

	Town	Village	Total
Public Safety			
Town Constables	7,719	0	7,719
Communications Department	314,821	0	314,821
Transfers to Capital Project Funds	6,000	0	6,000
Total Communications Dept. and Transfers	320,821	0	320,821
Fire Department			
Firefighting	99,092	0	99,092
Fire Communications	20,197	0	20,197
Fire Trucks and Equipment	12,531	0	12,531
Firefighting Equipment	28,023	0	28,023
Total Fire Department	159,843	0	159,843
Transfers to Capital Project Funds	34,500	0	34,500
Total Fire Dept. and Transfers	194,343	0	194,343
Police Department *			
Police Administration	0	158,057	158,057
Police Office Maintenance	0	9,761	9,761
Law Enforcement	118,676	331,461	450,137
Training	0	6,493	6,493
Communications	0	75,705	75,705
Parking Meters	0	50,052	50,052
Vehicles and Equipment	0	10,813	10,813
* Note: Net of Town/Village Police Services Contract.			
Total Police Dept.	118,676	642,342	761,018
Transfers to Capital Project Funds	0	20,250	20,250
Total Police Dept. & Transfers	118,676	662,592	781,268
Ambulance Department			
Operations	439,080	0	439,080
Vehicle Maintenance	15,968	0	15,968
Training	22,100		
Communications	6,535	0	6,535
Total Ambulance Dept.	483,683	0	483,683
Transfers to Capital Project Funds	54,000	0	54,000
Total Ambulance & Transfers	537,683	0	537,683
Emergency Services Department			
Emergency Services Bldg	35,840	0	35,840
Woodstock Station #2	7,595	0	7,595
Total Emergency Service Dept	43,435	0	43,435
Total Public Safety	1,222,677	662,592	1,885,269

	Town	Village	Total
Highways and Streets			
Maintenance		370,792	370,792
Construction	3,360	0	3,360
Culverts and Drains	124,099	0	124,099
Construction and Maintenance of Bridges	792,635	0	792,635
Traffic Control	14,748	2,117	16,865
Street Lights	11,270	30,360	41,630
Maintenance of Sidewalks	20,255	19,474	39,729
Equipment Maintenance and Purchase	4,973	11,377	16,350
Public Works Building	157,888	3,731	161,619
Total Highways and Streets	1,129,228	437,851	1,567,079
Transfers to Capital Project Funds	115,000	28,500	143,500
Total Highways and Streets and Transfers	1,244,228	466,351	1,710,579
Health			
Town Cemetery Unit	12,968	0	12,968
Public Health Services	6,459	0	6,459
Total Health Department	19,427	0	19,427
Sanitation	36,635	0	36,635
Culture and Recreation	582,247	7,645	589,892
Intergovernmental	246,198	0	246,198
Welcome Center	45,536	0	45,536
Special Articles	193,633	3,285	196,918
Tropical Storm Irene Expenses	60,700	0	60,700
Community Celebrations	2,650	0	2,650
Billings Park	733	0	733
Capital Reserve Spending	229,113	65,220	294,333
Capital Equip Purchases	33,340	0	33,340
Grant Expenses	190,962	242,052	433,014
Property Damage Repairs	0	34,115	34,115
Other Financing Uses			
Transfer to Capital Reserve	76,534	0	76,534
Economic Development Commission	224,515	0	224,515
Total Expenditures	5,337,450	1,798,961	7,136,411

VILLAGE BUDGET

	Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
GENERAL GOVERNMENT				
1 TRUSTEES				
2 Salaries & Wages	3,750	3,750	3,750	3,750
3 Employer Paid Benefits	300	287	300	300
4 Legal Fees	2,750	6,866	2,750	2,750
5 Community Television	1,200	0	1,200	1,200
6 Dues, Subs & Meetings	1,000	860	1,000	1,000
7 Printing Village Report	1,200	1,206	1,200	1,200
8 Advertising	1,000	1,206	1,000	1,000
9 Unclassified	3,000	2,798	3,000	3,000
10 Lobbyist	5,000	5,771	5,000	5,000
11 TOTAL	19,200	22,744	19,200	19,200
12				
13 EXECUTIVE				
14 Salaries & Wages	44,200	42,810	43,700	44,475
15 Employer Paid Benefits	16,200	14,602	15,200	15,700
16 Professional Services	50	0	50	50
17 Dues, Subs & Meetings	650	515	650	650
18 Advertising	50	0	50	50
19 TOTAL	61,150	57,927	59,650	60,925
20				
21 OFFICE ADMINISTRATION				
22 Operating Supplies	1,500	915	1,000	1,000
23 Office Supplies	1,500	1,443	1,500	1,500
24 Postage	2,200	2,154	1,900	2,000
25 Equip Repairs & Mainte	2,000	2,291	2,600	2,500
26 Communications	2,100	2,419	2,100	2,500
27 TOTAL	9,300	9,222	9,100	9,500
28				
29 AUDITING				
30 Professional Services	12,500	13,600	12,500	13,500
31 TOTAL	12,500	13,600	12,500	13,500
32				
33 TREASURER				
34 Salaries & Wages	1,500	1,500	1,500	1,500
35 Employer Paid Benefits	130	115	130	130
36 Travel & Transportation	40	0	40	40
37 TOTAL	1,670	1,615	1,670	1,670
38				
39 ACCOUNTING				
40 Salaries & Wages	21,100	22,766	21,500	25,530
41 Employer Paid Benefits	6,600	6,834	6,900	7,460
42 Professional Services	600	163	600	400
43 Dues, Subs & Meetings	60	0	60	60
44 TOTAL	28,360	29,763	29,060	33,450



		Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
1	VILLAGE CLERK				
2	Village Clerk Wages	400	400	400	400
3	TOTAL	400	400	400	400
4					
5	CAPITAL RESERVE				
6	Office Equipment	1,000	1,000	200	200
7	Manager's Pick-up	500	500	500	0
8	TOTAL	1,500	1,500	700	200
9					
10	TOTAL GENERAL GOVERNMENT	134,080	136,771	132,280	138,845
11					
12	BOARDS & AGENCIES				
13	PLANNING & ZONING				
14	Salaries & Wages	71,675	69,909	73,100	74,470
15	Employer Paid Benefits	31,500	25,625	29,400	30,320
16	Professional Services	500	0	500	500
17	Equipment Purchase	500	115	300	300
18	Travel & Transportation	275	284	275	275
19	Dues, Subs & Meetings	1,000	3,430	1,150	1,150
20	Printing Ordinances	400	0	0	0
21	Advertising	2,500	2,042	2,500	2,500
22	TOTAL	108,350	101,405	107,225	109,515
23					
24	CAPITAL RESERVE				
25	Computer Equip Replace	500	500	500	0
26	Update Village-Town Plan	1,000	1,000	1,000	1,000
27	TOTAL	1,500	1,500	1,500	1,000
28					
29	Total BOARDS & AGENCIES	109,850	102,905	108,725	110,515
30					
31	VILLAGE HIGHWAY DEPARTMENT				
32					
33	Town Highway Rebate- Pay to Town	0	0	246,000	288,000
34	State Aid to Highway-Pay to Town	0	0	44,900	44,900
35					
36	Total VILLAGE HIGHWAY DEPT	0	0	290,900	332,900

		Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
	VILLAGE POLICE DEPARTMENT				
1	POLICE ADMINISTRATION				
2	Salaries & Wages	115,150	113,150	118,610	126,150
3	Educ, EMT Training & Stipend	1,250	2,000	1,250	1,750
4	Employer Paid Benefits	39,800	38,614	41,750	30,800
5	Operating Supplies	1,500	1,589	1,500	1,600
6	Office Supplies	500	499	500	500
7	Travel & Transportation	275	274	275	275
8	Dues, Subs & Meetings	1,500	1,441	1,500	1,500
9	Printing & Binding	125	54	125	100
10	Advertising	300	436	300	500
11	TOTAL	160,400	158,057	165,810	163,175
12					
13	LAW ENFORCEMENT				
14	Salaries & Wages	231,300	229,071	233,000	276,200
15	Contract Services	0	16,171	0	0
16	Local, EMT & Educ Stipend	6,150	7,786	9,100	9,100
17	Employer Paid Benefits	65,000	66,832	70,220	78,500
18	Operating Supplies	850	857	850	850
19	Weapon Mainte & Supplies	1,600	1,300	1,600	1,500
20	Professional Services	1,000	972	1,000	1,000
21	Uniform Service	4,000	4,007	4,000	4,000
22	Bike Patrol	1,000	995	200	200
23	Small Tools & Equipment	3,200	3,118	3,200	3,200
24	Officer Video Recording	250	0	250	100
25	Dues, Subs & Meetings	250	353	250	350
26	TOTAL	314,600	331,462	323,670	375,000
27					
28	POLICE TRAINING				
29	Salaries & Wages	4,000	4,012	5,000	5,000
30	Employer Paid Benefits	300	325	300	375
31	Travel & Transportation	300	299	300	400
32	Tuition	1,800	1,857	1,900	1,900
33	TOTAL	6,400	6,493	7,500	7,675
34					
35	POLICE COMMUNICATIONS				
36	Dispatch Services	64,730	64,730	64,730	64,730
37	Radio Maintenance	300	393	300	300
38	Communications	11,500	10,582	10,000	10,600
39	TOTAL	76,530	75,705	75,030	75,630

	Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
1 PARKING METERS				
2 Salaries & Wages	21,000	23,417	22,600	23,200
3 Employer Paid Benefits	1,760	1,971	1,730	1,775
4 Office Supplies	3,000	2,203	3,000	3,000
5 Postage	2,500	2,477	2,600	2,600
6 Computer Software	1,000	571	1,000	1,000
7 Credit Card Meter Charges	0	5,837	0	12,000
8 Professional Services	400	554	400	400
9 Equip Repair & Mainte	1,000	0	1,000	1,000
10 Equipment Purchase	3,500	12,361	3,500	3,500
11 NW Library Lot Rent	0	0	11,000	11,000
12 Credit Card Meters Repair/Replace	0	0	0	5,000
13 Small Tools & Equipment	700	661	700	700
14 TOTAL	34,860	50,052	47,530	65,175
15				
16 POLICE VEHICLE				
17 Equip Repair & Mainte	3,500	3,541	3,500	3,500
18 Small Tools & Equipment	600	469	600	600
19 Fuel	10,000	6,803	8,000	8,000
20 TOTAL	14,100	10,813	12,100	12,100
21				
22 BUILDING MAINTENANCE				
23 Salaries & Wages	1,500	1,904	1,500	2,000
24 Employer Paid Benefits	100	146	100	150
25 Propane	2,600	1,563	2,600	2,000
26 Electricity	1,800	1,800	1,800	1,800
27 Rubbish Removal	1,100	1,068	1,100	1,100
28 Water/Sewer	700	656	700	700
29 Building Maintenance	1,350	2,623	1,000	1,500
30 TOTAL	9,150	9,760	8,800	9,250
31				
32 TOWN POLICE SERVICES				
33 T Salaries & Wages	74,900	75,921	75,000	77,000
34 T Training Wages	1,300	1,178	1,300	1,300
35 T Stipend	2,200	0	2,200	2,200
36 T Training Paid Benefits	200	0	200	200
37 T Employer Paid Benefits	17,450	26,636	31,500	28,000
38 T Uniform Service	1,300	1,246	1,300	1,300
39 Extended Vehicle Warranty	0	0	0	1,200
40 T Vehicle Repairs & Mainte	2,500	2,058	2,500	2,500
41 T Small Tools & Equip	500	472	500	500
42 T 4X4 Vehicle Lease	7,250	7,874	7,600	7,800
43 T 4X4 Radio,Lights,Radar	800	799	800	800
44 T Flashing Speed Signs	4,000	0	0	0
45 Communications	0	300	0	300
46 T Fuel	2,500	3,047	2,500	2,500
47 Dues, Subs & Meetings	0	126	0	125
48 T Tuition	750	749	750	750
49 TOTAL	115,650	120,406	126,150	126,475

	Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
1 CAPITAL RESERVE				
2 Police Computer	250	250	250	250
3 Radio System	2,000	2,000	2,000	2,000
4 Flashing Radar Speed Sign	3,000	3,000	0	0
5 Police Cruiser	15,000	15,000	15,000	15,000
6 TOTAL	20,250	20,250	17,250	17,250
7				
8 TOTAL VILLAGE POLICE DEPT	751,940	782,998	783,840	851,730
9				
10 INSURANCE				
11 Insurance	62,000	78,025	66,000	78,000
12 TOTAL	62,000	78,025	66,000	78,000
13				
14 CAPITAL RESERVE SPENDING, LOSS REPAIR & GRANT EXPENSES				
15				
16 CAPITAL RESERVE SPENDING				
17 Manager's Pick-up	0	0	0	3,750
18 Computer Equip Replacement	1,500	467	1,500	500
19 Snow Dump Land Purchase	0	37,509	0	0
20 Police Cruiser	0	27,244	0	0
21 TOTAL	1,500	65,220	1,500	4,250
22				
23 LOSS REPAIR EXPENSES				
24 Property Damage-Street Light	0	797	0	0
25 Property Damage-Fence	0	33,318	0	0
26 TOTAL	0	34,115	0	0
27				
28 GRANT EXPENSE				
29 Police HWY Safety Grant Expense	0	9,799	0	0
30 Park & Ride Grant Expense	0	20,287	0	0
31 Snow Dump Constr Grant Exp	0	159,246	0	0
32 DUI Enforcement Grant Expense	0	9,489	0	0
33 Sustainable Woodstock Grant Exp	0	32,500	0	0
34 Safe Routes to School Grant Exp	0	10,731	0	0
35 TOTAL	0	242,052	0	0
36				
37 TOTAL CAP RESERVE, LOSS REPAIR & GRANTS	1,500	341,387	1,500	4,250
38				
39 TOTAL EXPENDITURES	1,515,070	1,916,082	1,383,245	1,516,240

	Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
SUMMARY				
1 EXPENDITURES				
2 General Government	134,080	136,771	132,280	138,845
3 Village Highway	455,700	473,996	290,900	332,900
4 Village Police	751,940	782,998	783,840	851,730
5 Planning & Zoning	109,850	102,905	108,725	110,515
6 Insurance	62,000	78,025	66,000	78,000
7 Grant Expense	0	242,052	0	0
8 Loss Repair Expenses	0	34,115	0	0
9 Capital Reserve Spending	1,500	65,220	1,500	4,250
10				
11 Total Oper Expenses & Transfers Out	1,513,570	1,850,862	1,381,745	1,511,990
12 Total Capital Reserve Spending	1,500	65,220	1,500	4,250
13				
14 GRAND TOTAL	1,515,070	1,916,082	1,383,245	1,516,240
15				
16 REVENUE				
17 Taxes	633,170	641,213	458,375	513,857
18 In Lieu of Taxes	200	1,449	3,000	3,000
19 National Park Land Trust	7,200	7,200	7,200	9,500
20 Interest Earned	20	5	20	20
21 Highway State Aid	44,900	44,961	44,900	44,900
22 Highway Rebate	236,000	246,198	246,000	288,000
23 Zoning Fees	7,500	6,381	7,500	7,500
24 Parking Fines	25,000	19,885	25,000	20,000
25 Meter Deposits	85,000	89,074	115,000	115,000
26 Traffic Tickets	132,500	91,776	110,000	100,000
27 False Alarm	500	0	500	500
28 Police Contracts	9,000	10,502	12,000	12,000
29 Town Police Revenue	320,580	323,609	350,250	385,213
30 Credit Cards/Parking Permits	0	10,597	0	10,500
31 Miscellaneous	2,000	3,335	2,000	2,000
32 Insurance Reimbursement	0	44,895	0	0
33 Grant Income	0	242,052	0	0
34 Surplus	10,000	0	0	0
35 Transfer from Capital Reserve	1,500	60,220	1,500	4,250
36				
37 TOTAL REVENUE	1,515,070	1,843,352	1,383,245	1,516,240

SPECIAL ARTICLES BUDGET				
	Budget 2016/2017	Actual 2016/2017	Budget 2017/2018	Proposed 2018/2019
1 SPECIAL ARTICLES - Trust Funds				
2 Audit Expense	1,500	0	1,500	1,500
3 Trustee Wages	900	600	900	900
4 Visiting Nurses	2,500	2,500	0	0
5 Woodstock Job Bank	3,000	3,000	3,000	0
6 TOTAL	7,900	6,100	5,400	2,400
7				
8 SPECIAL ARTICLES - General Funds				
9 Vail Field Improvements	25,000	0	25,000	25,000
10 Woodstock Job Bank	0	0	0	3,000
11 Woodstock Community Television	0	0	3,000	3,500
12 Visiting Nurse and Hospice for VT & NH	22,400	22,400	25,000	25,000
13 Health Care/Rehabil Services (HCRS)	3,247	3,247	3,247	3,247
14 SE Community Action (SEVCA)	2,500	2,500	3,000	3,000
15 Senior Solutions	1,500	1,500	1,500	1,500
16 Spectrum Teen Center	1,250	1,250	1,250	1,250
17 WISE	2,000	2,000	2,000	2,000
18 Ottauq Health Foundation (OHF)	0	0	0	25,000
19 Windsor County Partners	2,500	2,500	2,500	2,500
20 Green Mountain RSVP	500	500	500	500
21 Welcome Center	25,000	25,000	25,000	25,000
22 Woodstock Council Aging	32,136	32,136	34,250	34,935
23 Norman Williams Public Library	50,000	50,000	51,250	51,250
24 Ottauq Community Partners	5,000	5,000	5,000	0
25 Historical Society Ed Programs	7,500	7,500	0	0
26 Pentangle Arts	32,000	32,000	33,000	39,000
27 TOTAL	212,533	187,533	215,497	245,682
28				
29 TOTAL SPECIAL ARTICLES	220,433	193,633	220,897	248,082
30				
31 SUMMARY				
32				
33 Expenditures				
34 Special Articles - Trust Funds	7,900	6,100	5,400	2,400
35 Special Articles - General Funds	212,533	187,533	215,497	245,682
36				
37 TOTAL EXPENDITURES	220,433	193,633	220,897	248,082
38				
39 Revenue				
40 Taxes, Special Articles	212,533	187,533	215,497	245,682
41 Transfer from Trustee of Public Funds	7,900	6,100	5,400	2,400
42				
43 TOTAL REVENUE	220,433	193,633	220,897	248,082

VILLAGE OF WOODSTOCK  
REVIEW OF TAX APPROPRIATIONS  
FY 2018-2019

	Proposed Budget	Less Income	Net Taxes
Trustees	16,200	0	16,200
Trustees' Contingency	3,000	0	3,000
Insurance	78,000		78,000
Executive	60,925	0	60,925
Administration	9,500	(12,500)	(3,000)
Finance	48,820	(2,020)	46,800
Village Clerk	400	0	400
Planning & Zoning	110,515	(7,500)	103,015
TOTAL GENERAL GOVT	327,360	(22,020)	305,340
Village Highway Department	332,900	(332,900)	0
TOTAL PUBLIC WORKS	332,900	(332,900)	0
Village Police Department	851,730	(643,213)	208,517
TOTAL PUBLIC SAFETY	851,730	(643,213)	208,517
Capital Outlay	4,250	(4,250)	0
TOTAL Capital Outlay	4,250	(4,250)	0
Surplus	0	0	0
TOTAL	1,516,240	(1,002,383)	513,857
Special Articles	9,800	(800)	9,000
TOTAL Special Articles Taxes	9,800	(800)	9,000

VILLAGE OF WOODSTOCK  
ANALYSIS OF TAX RATES  
AND ALL SPENDING APPROPRIATIONS  
INCLUDING SPECIAL ARTICLES

YEAR	GRAND LIST	BUDGET Appropriations	SPECIAL ARTICLES	REVENUE	TAXES	TAX RATE
FY 2005-2006	1,965,654	1,320,455	10,000	855,900	474,555	0.2415
FY 2006-2007	2,593,286	1,865,240	65,000	1,553,300	374,940	0.1450
FY 2007-2008	2,599,324	1,353,570	93,000	1,086,400	360,170	0.1410
FY 2008-2009	2,610,242	1,193,795	44,500	748,200	490,095	0.1900
FY 2009-2010	2,633,910	1,181,960	39,500	754,040	467,420	0.1900
FY 2010-2011	2,644,020	1,195,700	36,500	760,785	471,415	0.1850
FY 2011-2012	2,681,864	1,226,275	12,000	766,275	472,000	0.1761
FY 2012-2013	2,741,017	1,364,240	40,000	842,775	561,465	0.2050
FY 2013-2014	2,706,712	1,340,760	6,250	714,805	632,205	0.2337
FY 2014-2015	2,711,344	1,454,850	6,250	830,905	630,195	0.2326
FY 2015-2016	2,725,392	1,502,970	7,500	863,570	646,900	0.2375
FY 2016-2017	2,889,647	1,515,070	8,500	883,900	639,670	0.2219
FY 2017-2018	2,839,462	1,317,245	7,300	925,670	398,875	0.1404
FY 2018-2019	2,839,462	1,516,240	9,800	1,003,183	522,857	0.1842
	(estimated)					(anticipated)

REPORT OF VILLAGE AUDITORS

We have examined the audit of the general purpose financial statements for the Village of Woodstock for the year ended June 30, 2017, as conducted by Mudgett, Jennett & Krogh-Wisner, Certified Public Accountants, the firm retained to do this work by the Village of Woodstock. We have met with the representative for Mudgett, Jennett & Krogh-Wisner, and the Trustees. We approve the audit as presented.

We would like to compliment the Trustees and the Village Manager and his staff on the thoroughness and timeliness of this audit, for its results and for their cooperation with the Auditors.

Due to audit requirements our audit document is over 40 pages long. For this reason the Board of Village Trustees and Auditors decided not to publish the full audit in the Village Report. If you would like to review the actual audit, a copy is on file in the Village Manager’s Office at Town Hall or you may view the audit on the web site [www.townofwoodstock.org](http://www.townofwoodstock.org). - Municipal Manager - Village Financial Statements. If you would like a copy mailed to you, please call (802) 457-3456.

Respectfully submitted

Charles Kimbell  
Corwin Sharp  
Village Auditors

Village of Woodstock  
Trust Funds

The Village of Woodstock is the lucky beneficiary of four trust funds. They were given for the following purposes:

**Frank S. MacKenzie Fund** (original gift of \$3,000 decreed December 31,1921 and January 21,1922) “for the purpose of continuing the exhibition of fireworks on the Fourth day of July each year...”

**Orley A. Whitcomb Fund** (original gift of \$26,584.87 decreed April 28, 1936) “to be used for 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 fun.”

**Old Fire Station Fund** (original gift of \$49,946.64 from the Village Trustees January 18, 1982) the use of which is to be determined by the Village voters at duly-warned regular or special Village meetings.

**Ethel Woods Sidewalk Fund** (\$40,154.59 decreed, Probate Court Volume 118, Page 461) “for the care and upkeep of the sidewalks in said Village.”

Respectfully submitted and dated this 30<sup>th</sup> day of January, 2018

Marian Koetsier  
Village Trustee of Public Funds



\* See Exhibit III

Total Liabilities and Fund Balance		\$0	\$0	\$0	\$0	\$0
Liabilities						
Fund Balance						\$0

Total Assets		\$29,981	\$87,847	\$5,592	\$58,365	\$181,785
<b>Assets</b>						
Cash						\$14,210
Certificates of Deposit		\$29,981	\$72,157	\$5,592	\$58,365	\$166,095
Investments @ Donated Value			\$1,480			\$1,480

Village of Woodstock  
Trust Funds  
Balance Sheet  
June 30, 2017

Exhibit I

Village of Woodstock  
Trust Funds  
Income Statement  
For the Fiscal Year Ending June 30, 2017

Revenue	Old Fire Station Fund	Orley Whitcomb Fund	Frank Mackenzie Fund	Ethel Woods Sidewalk Fund	Total
Interest Income	\$75	\$207	\$13	\$146	\$441
Dividend Income		\$78			\$78
Total Revenue	\$75	\$285	\$13	\$146	\$519

<b>Expenses</b>					
Trustees Fee					\$0
Audit Fee	\$64	\$180	\$12	\$144	\$400
Safe Deposit Box Rent		\$29			\$29
Appropriations to Village					

Total Expenses	\$64	\$209	\$12	\$144	\$429
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Revenues in Excess of Expenditures	\$11	\$77	\$1	\$2	\$91
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Fund Balance, Beginning of Year	\$29,904	\$87,503	\$5,578	\$58,214	\$181,199
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<b>Fund Balance, End of Year</b>	\$29,915	\$87,580	\$5,579	\$58,216	\$181,290
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VILLAGE OF WOODSTOCK  
ANNUAL MEETING 2017  
MARCH 21, 2017  
MINUTES

The meeting was brought to order at 7:35 P.M. by Moderator Greg Camp.

The Moderator read the Warning and then turned the meeting over to Jeffrey Kahn who gave tribute to Candace Coburn for her 10 years of service as Village Trustee.

Ms. Coburn was presented with a gift and spoke in appreciation of the support and ability to serve the Village despite not reaching her goal of a Town/Village merger.

The Moderator read Article I and turned the meeting over to Trustee Chair Candace Coburn for the election of the Moderator.

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

**Moderator- 1 year term**

On a motion by Alison Clarkson, seconded by Jane Soule, Greg Camp nominated and re-elected to the position of Moderator.

**Clerk- 1 year term**

Ann Marie Boyd nominated Donald Wheeler. The motion was seconded by Alison Clarkson. Donald Wheeler was duly re-elected to the position of Village Clerk.

**Trustee- 3 year term (Australian Ballot)**

Keri Cole was elected to the three (3) year term by Australian Ballot.

**Trustee- 2 year term (Australian Ballot)**

Ward Goodenough was elected to the two (2) year term by Australian Ballot.

**Trustee-1 year term (Australian Ballot)**

Serena Nelson was elected to the one (1) year term by Australian Ballot.

Village of Woodstock  
Schedule of Investments  
June 30, 2017

Exhibit III

Orley A Whitcomb Fund	Interest Rate	Maturity Date	Par Value or Cost	Unaccredited Discount	Unamortized Premium	Book Value
Pacific Gas/Elec pfd stk (50 shares)	5.00%		\$1,480			\$1,480
Total Trust Funds - Exhibit I			\$1,480			\$1,480

Respectfully submitted,  
  
Marian Koetsier  
Village Trustee of Public Funds

**Treasurer- 1 year term**

Sally Miller nominated Ann Marie Boyd. The nomination was seconded by Alison Clarkson. There being no other nominations, the Clerk cast one ballot for Mrs. Boyd and she was duly elected to serve the Village as Treasurer for the coming year.

**Trustee of Public Funds- 1 year term**

Alison Clarkson made a motion, seconded by Jill Davies to nominate Marian Koetsier as Trustee of Public Funds for the coming year. Mrs. Koetsier was duly elected to serve as Trustee of Public Funds for the coming year.

**Auditors (2)- 1 year term**

Jeffrey Kahn nominated Corwin Sharp and Charles Kimbell. The nomination was seconded by Ann Marie Boyd. Mr. Sharp and Mr. Kimbell were duly elected to serve one year as Auditors.

**Fire Wardens (3)- 1 year term**

Jeffrey Kahn nominated Joel Carey, Edmund Paige, and Kent McFarland, the motion was seconded by Alison Clarkson. Mr. Carey, Mr. Paige and Mr. McFarland were duly elected as Fire Wardens for the coming year.

**ARTICLE II:** To receive and act upon the reports of the Village officers.

Oliver Goodenough made a motion to receive and act upon the reports of the Village Officers.

The motion was seconded by Ward Goodenough. The Article passed.

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

Moderator	50.00 per meeting
Treasurer	1500.00 per year
Clerk	400.00 per year
Trustees	750.00 per year

On a motion by Corwin Sharp seconded by Maureen O’Leary, the Article passed as written by voice vote.

**ARTICLE IV:** 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 3, 2017 and May 4, 2018.

The Article was moved by Emily Boyd and seconded by Betty Frederick. The Article passed as written.

**ARTICLE V:** 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 2017-2018 to defray current expenses and debt of the Village.

Serena Nelson made a motion to accept the Article. The motion was seconded by Jill Davies. The Article passed as presented.

**ARTICLE VI:** To see if the Village will vote to appropriate the sum of One Million Three Hundred Seventeen Thousand Two Hundred Forty Five dollars (\$1,317,245.00) and raise by taxation the sum of Three Hundred Ninety Two Thousand Three Hundred Seventy Five Dollars (\$392,375.00) to pay the current expenses and debt of the Village.

General Government	\$ 132,280.00
Planning & Zoning	108,725.00
Village Highway Total	290,900.00
Village Police	783,840.00
Capital Outlay	1,500.00
<b>Total</b>	<b>\$ 1,317,245.00</b>

The Article was moved by Ann Marie Boyd and seconded by Alison Clarkson.

Candace Coburn commented that there was a \$66,000.00 figure omitted from the Insurance portion of the budget as printed.

Jeffrey Kahn made a motion to amend the budget by adding \$66,000.00 for Insurance. The motion was seconded by Oliver Goodenough.

The amended Article would read: To see if the Village will vote to appropriate the sum of One Million Three Hundred Eighty Three Thousand Two Hundred Forty Five Dollars (\$1,383,245.00) and raise by taxation the sum of Four Hundred Fifty Eight Thousand Three Hundred Seventy Five Dollars (\$458,375.00) to pay the current expenses and debt of the Village.

The amendment passed as presented.

Budget Discussion:

Jeffrey Kahn presented the General Government section.

Cary Agin presented the section on Planning & Zoning.

Candace Coburn presented the Highway section. Candace spoke to the discovery that the Town/Village highway departments were merged in 1980 and again in 1984 but not continued in 1985. Voters at Town Meeting voted to recognize the merger and create a unified highway department. The result is the Village highway department is now under the Town budget, reducing the Village budget.

Ward Goodenough presented the Police Department section of the budget. He announce the filling of another position in the department creating a fully staffed department. Chief Blish introduced the new officer Jessica LeBlanc.

Joe DiNatale raised questions about apparent increased truck traffic. Chief Blish explained his views and said a traffic study will be done this summer to get clear data on traffic flow.

Cary Agin discussed Capital Reserve spending section of the budget.

The amended budget passed as presented.

**ARTICLE VII:** To see if the Village will vote to appropriate and raise by taxation the sum of Four Thousand Dollars (\$4,000.00) for the care and planting of trees.

On a motion by Marian Koetsier seconded by Alison Clarkson the Article passed as written.

**ARTICLE VIII:** To see if the Village will vote to raise and appropriate from taxes the sum of Two Thousand Five Hundred Dollars (\$2,500.00) for the purpose of Village beautification projects and seasonal decorations. This money to be spent at the discretion of the Board of Village Trustees.

The Article was moved by Sally Miller and seconded by Emily Boyd. Discussion ensued on what these funds are used for and who pays for other portions of these projects.

Jill Davies made a motion to increase the amount raised and appropriated from taxes from \$2,500.00 to \$5,000.00. The motion was seconded by Rachel Kahn.

The amendment passed.

The new Article states: To see if the Village will vote to raise and appropriate from taxes the sum of Five Thousand Dollars (\$5,000.00) for the purpose of Village beautification projects and seasonal decorations. This

money to be spent at the discretion of the Board of Village Trustees.

The Article passes as amended.

**ARTICLE IX:** To see if the Village will vote to appropriate the sum of Four Hundred Dollars (\$400.00) for the purpose of paying the Trustee of Public Funds for services rendered, and approve such expenditure from income of the trust funds.

Jane Soule made a motion to accept the Article as written. The motion was seconded by Jeffrey Kahn. With no discussion the Article passed as presented.

**ARTICLE X:** To see if the Village will vote to appropriate the sum of Four Hundred Dollars (\$400.00) for the purpose of auditing the Public Trust Funds, and approve such expenditure from income of the trust fund.

The Article was moved by Marian Koetsier and seconded by Alison Clarkson. Following a short discussion and explanation from Municipal Manager Phil Swanson, the Article passed as written.

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

John Matthews commented that he would like to see a merger of the Town and Village as Candace Coburn had hoped 10 years ago.

Marian Koetsier made a motion to adjourn. The motion was seconded by Ann Marie Boyd. The meeting was adjourned at 8:30PM.

Respectfully submitted,

Donald R. Wheeler  
Village Clerk

**2017 VILLAGE OF WOODSTOCK  
PLANNING & ZONING  
ANNUAL REPORT**

With the completion of the Town of Woodstock Zoning Regulations, the Planning Commission has started the rewrite of the Village Zoning Regulations. This occurs on an 8 year cycle to assure the regulations are in compliance with the Town Plan and that they are updated on a regular basis. Short term rentals (STR) and their impact on Village life will be discussed in depth as the PC edits the current STR regulations. Although STRs do provide additional lodging options for tourists, the negative is that they also remove long term rentals from the market thus negatively impacting both local residents and employees. This forces employees to live in other towns many miles from their place of employment.

Another hot button issue, impacting housing for local residents, is the permitting of multi-family buildings. Multi-family means more than two residential units within a structure. Woodstock has very few multi-family buildings. Land with its high cost and lack of availability creates the need to build more on smaller lots - a more urban model. The task the PC faces is to encourage more housing but to control the negative impacts of denser development on established neighborhoods.

Riparian buffers are not only an issue in the Town, read the Town's Annual Report. The Village is cross-crossed by the Ottauquechee River, the Kedron Brook and the Gulf Stream, thus creating 100' riparian buffers essentially everywhere. The solid majority of riparian areas in the Village is already developed. This leaves little wiggle room for additional building or additions. The PC is working to rewrite the riparian regulations to both allow additional building within developed riparian zones and to protect existing riparian areas. Memories of the devastation wrought by Tropical Storm Irene still remain with us.

The PC encourages comments from all residents as it works its way through the rewrite process. Please contact the Town Planner or any Planning Commissioner. Agendas and minutes of the meetings are also available online at "townofwoodstock.org".

The work on the rewrite of the Village's historic survey and district map should start early this year. The State Office of Historic Preservation is hiring a consultant to do the work. The 40 year old survey is out of date and needs a thorough rewrite. There is a strong chance the district will be expanded as there are many homes outside of the main Village core that fit the definition of a contributing historic structure. The consultant and State Office of Historic Preservation will be working with the Town Planner and Planning Commission throughout the year.

The Village Development Review Board has one new member, Elizabeth Daniels. A big thank you goes out to former long-term Chair Jim Mills. The Conservation Commission and the Design Review Board remain at full capacity with no new members. During the past few years, the Planning Commission has had a complete turnover with the exception of long-term Chair Sally Miller. Two members were appointed in 2014 with 2 additional members appointed in 2016. This tradition was continued with the appointment of Sara Stadler and Eric Goldberg in August 2017. The Town would like to thank all former members for their service and commitment to the

community. Please note that in March of each year positions become available. If interested in serving on a board or commission, please submit your name to the Town Planner or the Board of Trustees.

The total number of permits issued in 2017 was 64, a decrease of 9 when compared to the previous year's total 73 permits. Administrative permit activity decreased by just one to 22. Housing activity increased by 2 units to 1 single family home, 1 duplex, and 3 apartments. Subdivision activity also remained steady with zero applications. Lotline adjustment activity held at 2 permits issued. Design Review activity although strong at 27 permits issued, did decrease from the 40 issued the previous year. Conditional use applications, the all-important commercial indicator, dropped slightly from 14 to 10 permits. Short term rentals decreased significantly from 8 to 3 permits issued. Home occupation permits dropped from 2 to 0. B&B activity held at 0. Once again, there were no variance or waiver requests in 2017.

The Town Planner/Administrative Officer Michael Brands, AICP, is now in his 29<sup>th</sup> year of service to the community. Mr. Brands continues to serve on the Two Rivers Ottauquechee Regional Planning Commission's Transportation Task Force. He is also active with the Vermont Planners' Association and the Upper Valley Planners' Forum.

P&Z assistant Renee Vondle, in her 15<sup>th</sup> year, is always helpful and cheerful in her daily contact with applicants and information gatherers. Ms. Vondle also serves as the Town's unofficial webmaster. The office receives constant compliments for its service and professionalism. With an updated website, the number of Planning and Zoning Office "hardcopy" documents has decreased significantly as users find it much easier to download a digital version. Planning and Zoning clients are able to reference the town plan, regulations, applications and worksheets on-line instead of coming in for or requesting a copy. The website continues to present timely updates to the various emergency situations that arise such as road closures and utility notifications. Please take time to visit the site, Townofwoodstock.org. Any and all suggestions for an improved service are welcome.

All comments concerning any planning and zoning issue are more than welcome. Please contact either Michael Brands - Town Planner, Renee Vondle - Zoning Assistant, or members of the Planning Commission. The planning and zoning process requires the input of the citizens for it to be both fair and equitable, keep the comments coming!

Respectfully submitted,

Michael E. Brands, AICP  
Town Planner & Administrative Officer  
[Mbrands@townofwoodstock.org](mailto:Mbrands@townofwoodstock.org)  
(802) 457-7515



**Village Police Report**

**Mission Statement: "To provide a safe and orderly environment in Woodstock through professionalism, high quality police service, an active partnership with the community and a concern for individual dignity by assuring fair and equal treatment for all."**

With respect I submit my annual report to the Village of Woodstock Trustees and residents.

The Officers and Staff of the Woodstock Police Department work hard and are dedicated to the Woodstock community as well as the mission of the Woodstock Police Department. For this, I thank them. However, it is the close partnership with our community that makes the achievement of our mission possible. Therefore, I also extend my appreciation to the Village Trustees, Municipal Manager and the community for their support of their police department.

The Woodstock Police Department continues to serve the Village residents with policing service 24 hours a day, 7 days a weeks. During the past year 1,535 calls for service were handled by the Woodstock Police Department in the Village out of a total of 2,515 calls. In addition, 1,354 traffic citations and 4,311 parking tickets were issued as well as 44 arrests made. The adjacent list of observed incidents provides additional insight into the various types of incidents handled by the Police Department.

Community Policing and with that, “.... a partnership with the community” is our overarching philosophy. We achieve this goal in a number of ways. From maintaining open lines of communication with the community by conducting multiple foot patrols daily to encourage face to face contact as well as using social media (follow us on twitter at: Woodstock Police@Woodstockpolice and Facebook at: Woodstock Vermont Police Department) to partnering with various organizations. In fact, we have teamed up or interacted in various ways with Woodstock Schools, the Senior Center, local businesses, The Chamber, local, State and Federal law enforcement, prevention coalitions, Special Olympics, the National Park, Billings Farm, the Humane Society, the Library, Toys for Tots, Zack’s Place, Court Diversion, Restorative Justice, civic organizations, and domestic violence organizations. We are willing to partner with anyone who is willing to partner with us. We also continue to provide a high level of service to the community and perform services that make Woodstock such a great place to live and work.

Another important partner that we are involved with is the Governor’s Highway Safety Program. By participating in this program during this past fiscal year over \$13,000 in GHSP over time grant funding for DUI and Occupant Protection patrols was obtained. That allowed for Woodstock to have an extra Officer visible on the streets for over 350 additional hours. During those hours the officer’s primary focus was traffic enforcement. In addition, \$6,000 in grant money for equipment was obtained that allowed budget monies to be saved.

Unfortunately, the opioid scourge continues, and many of the property crimes and other thefts we have experienced are due to it. This crisis continues to be of the utmost concern to public safety and we urge citizens to take a proactive measure in ensuring they do not become victims by locking the doors to your homes and vehicles when away from them. In addition, the Woodstock Police Department continues to maintain a Prescription Drug Drop box in the lobby of the Emergency Services Building. Citizens can drop off any unused and unwanted prescription medication they have 24 hours a day/ 7 days a week.

In 2017 The Woodstock Police Department filled a vacancy that it had with Officer Jessica Ryan-Leblanc. Officer Ryan-Leblanc has 5 years of full time law enforcement experience and a BA from Castleton University. We are very excited to have Officer Ryan-Leblanc on our team. Another personnel change that occurred, on December 31<sup>st</sup> was the retirement of Cpl. James Otranto. Cpl. Otranto has served with The Woodstock PD full time since 2011.

He has been a Woodstock resident for over 30 years and he is one of the Department’s death investigators, an EMT, Assistant Medical Examiner, and is the dept.’s IT Officer. Cpl. Otranto was also performing detective duties on a part-time basis to assist with case work for more involved investigations. Jim will be missed and I wish to thank him for his years of dedicated service to our community and I congratulate him on his much deserved retirement. Fortunately, he will not be leaving us completely and will remain with the Department on a part-time basis.

Once again, I wholeheartedly thank all of the men and women of the Woodstock Police Department for their dedication, as well as to the other departments and personnel of the Town and Village for their assistance and support.

Respectfully Submitted,  
Chief Robbie Blish



**VILLAGE OF WOODSTOCK  
CALLS FOR SERVICE  
2015-2017 COMPARISON**

Type of Call	2015	2016	2017	Type of Call	2015	2016	2017
911 Hang-up Call	13	11	11	Information Report	22	4	3
Accident Fatal	0	0	N/A	Intoxicated Person	0	0	2
Traffic Accident w/ Damage	20	43	42	Juvenile Problem	2	2	5
Traffic Accident w/ Injuries	1	2	N/A	Litter/Pollution/Public Health	4		1
Agency Assistance	169	63	64	Lost/ Found Property	37	69	45
Animal Noise & Problem	38	41	39	Noise Disturbance	18	11	11
Assault	3	0	N/A	Phone Problem/ Harassment	1	2	2
Burglary	3	1	2	Property Damage, Non-Vandalism	2	2	1
Alarm	56	38	57	Property/ Home Watch	89	35	31
Citizen Assist	64	52	45	Public Speaking	30	28	37
Motor Vehicle Complaint	107	41	74	Stalking	3	2	N/A
Careless & Negligent	0	0	1	Sex Offense	0	0	1
Court Time	20	N/A	N/A	Suspicious Person/Circumstance	34	49	61
Dead Body	2	1	N/A	Theft	12	25	21
Directed Patrol	30	53	69	Threatening	0	6	3
Disorderly Conduct/Noise	1		3	Towed Vehicle	4	6	0
DUI	15	19	3	Traffic Hazard	15	7	6
Controlled Substance Problem	2	1	25	Trespassing	4	0	8
Escort	29	24	17	Unlawful Mischief – Vandalism	7	2	4
Family Fight/ Domestic	1	0	3	VIN Number Inspection	74	63	38
Fraud/Embezzlement	1	1	N/A	Welfare/ Suicide Check	11	7	10
				<b>TOTAL CALLS</b>	<b>944</b>	<b>711</b>	<b>745</b>

**Village Tree Warden Report**

The condition of trees in the Village is very good overall. We were able to do a small amount of pruning and shaping throughout the summer.

This year as in the past few years a large portion of our maintenance budget has been used for the removal of elm trees which had succumbed to Dutch Elm Disease. Several other Village street trees were removed which had died primarily from trying to survive under the harsh conditions of the street environment.

In September, I presented a plan with concerns over the loss of these trees. The plan included a list of possible replacement species and the cost which could be significant.

With that in mind, I applied for an Economic Development Commission grant to cover some of the cost. The results are still pending.

I will continue to strive for tree improvements and replacements throughout the Village.

I am looking forward to a healthy and “green” summer ahead for all of us.

Respectfully submitted,

Don Wheeler

Tree Warden



# INFORMATION DIRECTORY

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

**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 x 2104
Assessments	Listers (M-F 8:00-12:00 noon)	457-3607
Auto Registration (VT)	Police	457-1416
Civil Defense	Dispatch	457-2337
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	Town Manager	457-3456
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](http://www.townofwoodstock.org)

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