

**Town & Village of Woodstock
Select Board & Board of Trustees Joint Meeting
October 10, 2023
5:00 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Ray Bourgeois, Susan Ford, Keri Cole, Greg Fullerton, Laura Powell, Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Bill Corson, Gabe DeLeon, Eric Duffy, Nikki Nourse, Thomas McCaughey, Charlie Degener, Fire Chief David Green, Roger Logan, Police Chief Joe Swanson, Jon Spector, Kathy Avellino, Karim Houry, Mark Hunter, Steven Bauer

A. Call to order

1. Select Board

- a. Chair Bourgeois called the Joint Meeting of October 10, 2023, to order at 5:00 pm.

2. Trustees

- a. Chair McIlroy called the Joint Meeting of October 10, 2023, to order at 5:00 pm.

B. Budget kick off discussion

1. Listers

- a. Ms. Avellino reported that the Listers successfully secured an appraisal firm for the upcoming reassessment in 2025.
- b. A mapping project, in collaboration with Zoning, was completed, and the updated mas will soon be available on the website.
- c. The outlook for 2024 includes increasing valuations due to rising prices.
- d. Goals for the future include a successful reassessment starting in 2025.
- e. The Town Listers Office has three staff members, operates Monday through Friday from 8:00 am to none, and conducts site visits and sales verification.

2. Town Clerk

- a. Mr. Degener discussed his involvement with the Vermont Municipal Clerks and Treasures Association.
- b. Department consists of one full time employee and two part timers.

3. Fire/EMS

- a. Chief Green discussed their efforts to earn points to improve their rating, which currently stands at six.
- b. He outlined challenges elated to hydrant spacing, training, equipment, and response times.
- c. He discussed the use of both call staff and full time personnel.

4. Police

- a. Future training needs were mentioned including moving offers form level two to three.
- b. Had issues with staffing but should be fully staffed soon.

5. DPW

- a. A new excavator was acquired, and preparations for future needs were noted.

- b. Mr. Hunter discussed the recent flooding and the need for stability.
- c. Mr. Hunter highlighted the loss of two staff members and ongoing efforts to improve efficiency.
- d. Plans for road repairs and equipment needs were mentioned.
- e. The Department will analyze resources and staffing to ensure efficiency moving forward.

6. P&Z

- a. Plans for software to improve efficiency were mentioned.
- b. Mr. Bauer expressed a desire to achieve financial and operational stability. This likely involves creating more predictable budgets and planning for long-term sustainability.
- c. Emphasized their vital role in managing infrastructure, economical development, and long-term planning within the community.

7. Finance

- a. Mr. Duffy highlighted the need to consider inflation and rising costs.
- b. There is a need for additional staff.
- c. Concerns were raised about how budgets are typically allocated.
- d. The importance of examining all departments to allocate resources effectively was discussed.
- e. Mr. Duffy emphasized the importance of having the freedom to adjust budgets according to departmental needs.

C. Other business – none.

D. Executive session

Motion: by Ms. Ford to enter executive session at 6:16 pm.

Seconded: by Mr. Fullerton.

Vote: 5-0-0, passed.

Motion: by Chair McIlroy to enter executive session under 1VSA313 to discuss personnel at 6:17 pm.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

The Select Board and Trustees exited executive session and resumed the public meeting at 6:21 pm.

E. Adjournment

1. Select Board

Motion: by Ms. Ford to adjourn the meeting at 6:21 pm.

Seconded: by Ms. Cole.

Vote: 5-0-0, passed.

2. Trustees

Motion: by Chair McIlroy to adjourn the meeting at 6:21 pm.

Seconded: by Mr. Kahn.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*