

Village of Woodstock
Board of Trustees
May 7, 2024
6:30 pm
Town Hall & Zoom
Agenda

- A. Call to order (6:30)
- B. Citizen comments (6:35)
- C. Additions to & deletions from posted agenda
- D. Manager's report (6:40)
 - 1. General report
 - 2. Financial report (pp 3-14)
- E. Police Chief's report (6:50)
- F. Permits
 - 1. Event permit – 96th St James Fair – St James Episcopal Church (7:00) (p 15)
 - 2. Driveway permit – Woodstock Builders Inc – 35 Mt Ave (7:10) (pp 16-19)
 - 3. Banner permit – 2024 TEDxHartlandHill (7:20) (pp 20-21)
- G. Discussions
 - 1. Garden Club Plant Sale (7:30)
 - 2. Foliage (7:40)
 - 3. Parking (8:00)
 - 4. Choose date for Special Village Meeting (8:20)
- H. Other business
- I. Minutes
 - 1. 4/9/24 minutes (pp 22-26)
 - 2. 4/17/2 joint minutes (pp 27-29)
 - 3. 4/24/24 joint minutes (pp 30-31)
- J. Adjournment

This meeting will be held in person at the Town Hall and on Zoom.

The link to join us by Zoom is:

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

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

Meeting ID: 858-7962-2419

Password: 412048

You can also download the Zoom app on your smartphone.

Account	Budget	Actual	% of Budget
2-400 REAL ESTATE TAX REVENUE			
2-4001-000 Real Estate Taxes	634,641.75	634,628.84	100.00%
2-4004-000 In Lieu of Taxes	700.00	0.00	0.00%
2-4005-000 Land Use/Hold Harmless	700.00	0.00	0.00%
2-4009-000 National Park Land Trust	11,500.00	11,500.00	100.00%
Total REAL ESTATE TAX REVENUE	647,541.75	646,128.84	99.78%
2-401 HIGHWAY REVENUE			
2-4017-000 Highway Rebate	0.00	0.00	0.00%
Total HIGHWAY REVENUE	0.00	0.00	0.00%
2-402 FEES & PERMITS			
2-4025-000 Use of Green	500.00	1,250.00	250.00%
2-4026-000 Curb Cuts Permits	225.00	325.00	144.44%
Total FEES & PERMITS	725.00	1,575.00	217.24%
2-404 SHORT TERM RENTAL ENFORCE			
2-4041-000 Registrations	750.00	1,200.00	160.00%
2-4042-000 Fines	100.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	850.00	1,200.00	141.18%
2-405 PLANNING & ZONING			
2-4051-000 Zoning Permits	26,000.00	43,521.55	167.39%
2-4052-000 Zoning Maps & Regulations	0.00	0.00	0.00%
2-4053-000 Yard Sale Permits	100.00	60.00	60.00%
Total PLANNING & ZONING	26,100.00	43,581.55	166.98%
2-406 POLICE REVENUE			
2-4061-000 Parking Fines	35,000.00	20,716.80	59.19%
2-4062-000 Parking Meter Revenue	72,000.00	54,058.28	75.08%
2-4063-000 Police Contracts	15,000.00	12,857.01	85.71%
2-4064-000 Misc Police Revenue	0.00	1,977.65	100.00%
2-4065-000 Moving Violations - VTTC	60,000.00	24,044.92	40.07%
2-4066-000 False Alarms	4,000.00	0.00	0.00%
2-4067-000 Town Services	446,103.00	397,990.24	89.21%
2-4068-000 Courthouse parking	9,270.00	18,540.00	200.00%
2-4069-000 CreditCardsPermitsParking	65,000.00	82,925.27	127.58%
Total POLICE REVENUE	706,373.00	613,110.17	86.80%
2-407 INTEREST INCOME			
2-4070-000 Donations	0.00	0.00	0.00%
2-4071-000 General Interest Income	13,446.00	26,548.64	197.45%
2-4072-000 Restricted Interest	0.00	0.00	0.00%
2-4073-000 CD Interest Income	0.00	0.00	0.00%

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
2-4074-000 Parking Facil Interest	0.00	0.00	0.00%
Total INTEREST INCOME	13,446.00	26,548.64	197.45%
2-409 MISCELLANEOUS			
2-4091-000 Miscellaneous Revenue	4,000.00	0.00	0.00%
2-4092-000 Misc - State of Vermont	0.00	0.00	0.00%
2-4093-000 Highway State Aid	49,000.00	0.00	0.00%
2-4094-000 ARPA Grant Revenue	0.00	0.00	0.00%
2-4096-000 Sale of Equipment	0.00	0.00	0.00%
2-4097-000 Insurance Reimbursement	0.00	0.00	0.00%
2-4097-002 Other Reimbursements	0.00	0.00	0.00%
2-4098-000 Prior Year Adjustments	0.00	0.00	0.00%
Total MISCELLANEOUS	53,000.00	0.00	0.00%
2-41 EAST END			
2-4101-000 East End Revenue	4,000.00	-400.00	-10.00%
Total EAST END	4,000.00	-400.00	-10.00%
2-43 IRENE RECOVERY REVENUE			
Total IRENE RECOVERY REVENUE	0.00	0.00	0.00%
2-44 GRANT REVENUE			
2-4401-000 Planning Grant Revenue	0.00	0.00	0.00%
2-4402-000 Police Equip Grant Revenue	0.00	0.00	0.00%
2-4403-000 Police Vest Grant Revenue	0.00	0.00	0.00%
2-4404-000 MDT Police Grant Revenue	0.00	0.00	0.00%
2-4405-000 Highway Grant Revenue	0.00	0.00	0.00%
2-4406-000 Sidewalk Grant Revenue	0.00	0.00	0.00%
2-4407-000 Village Tree Grant Revenue	0.00	0.00	0.00%
2-4408-000 NorthSt RetainWall Grant	0.00	0.00	0.00%
2-4409-000 WaterfrontPark GrantRevenue	0.00	0.00	0.00%
2-4410-000 Park & Ride Grant Revenue	0.00	0.00	0.00%
2-4413-000 Energy Grant Revenue	0.00	0.00	0.00%
2-4414-000 DUI Enforcement Grant Rev	15,000.00	14,796.69	98.64%
2-4415-000 SnowDumpConstr Grant Rev	0.00	0.00	0.00%
2-4416-000 Police PACIF Grant Rev	0.00	0.00	0.00%
2-4417-000 PoliceHWYSafetyGrantReven	0.00	0.00	0.00%
2-4418-000 SustainableWoodstockGrant	0.00	0.00	0.00%
2-4419-000 SafeRoutesToSchoolGrant	0.00	0.00	0.00%
2-4424-000 ByPassMitgationGrantRev	0.00	0.00	0.00%
2-4436-000 SLFRF/ARPA Village	0.00	0.00	0.00%
2-4437-000 VLTC Passive Grant	0.00	4,254.56	100.00%
Total GRANT REVENUE	15,000.00	19,051.25	127.01%
2-470 TRANSFERS IN			

Account	Budget	Actual	% of Budget
2-4701-000 Transfer from Cap Reserve	0.00	0.00	0.00%
2-4701-001 Transfer(Special) from CR	0.00	0.00	0.00%
2-4702-000 Transfer from Trustee	0.00	0.00	0.00%
2-4703-000 Transfer/Endowment Fund	0.00	0.00	0.00%
2-4704-000 Transfer from Parking Fac	0.00	0.00	0.00%
2-4706-000 Transfer from CapRes Unre	0.00	0.00	0.00%
Total TRANSFERS IN	0.00	0.00	0.00%
2-480 COMMUNITY CONTRIBUTIONS			
2-4802-000 Contribution for Trees	0.00	0.00	0.00%
Total COMMUNITY CONTRIBUTIONS	0.00	0.00	0.00%
Total Revenues	1,467,035.75	1,350,795.45	92.08%
2-500 SPECIAL ARTICLES			
2-5001 GRANTS/CONTRIB-TRUST FUND			
2-5001-901 Audit Expense	400.00	0.00	0.00%
2-5001-902 Trustee Public Funds Wage	900.00	0.00	0.00%
2-5001-905 Ethel Woods Fund-Sidewalk	0.00	0.00	0.00%
2-5001-906 O.A. Whitcomb Fund-Trees	0.00	0.00	0.00%
2-5001-907 ConstructParkingVailField	0.00	0.00	0.00%
2-5001-987 Lobbyist/Truck Laws	0.00	0.00	0.00%
2-5001-988 Rental - NWPL Parking Lot	0.00	0.00	0.00%
2-5001-989 Parking Meters-NWPL Lot	0.00	0.00	0.00%
Total GRANTS/CONTRIB-TRUST FUND	1,300.00	0.00	0.00%
2-5002 GRANTS/CONTRIB-GENL FUND			
2-5002-928 Tree Fund	0.00	0.00	0.00%
2-5002-929 WelcomeFacilitiesStaffing	0.00	0.00	0.00%
2-5002-931 Seasonal Decorations	3,000.00	749.65	24.99%
2-5002-966 PolicEMT Stipend/Training	0.00	0.00	0.00%
2-5002-967 Village Police Officer	0.00	0.00	0.00%
2-5002-982 Eng. RE:RelocateSnowDump	0.00	0.00	0.00%
2-5002-983 Parking Lot Construction	0.00	0.00	0.00%
2-5002-984 Re-Allocate Rte 4 Fund	0.00	0.00	0.00%
2-5002-985 Comfort Station Contrib	0.00	0.00	0.00%
2-5002-986 TeagleLandingBankStabiliz	0.00	0.00	0.00%
2-5002-987 Aerate&Fertilize TheGreen	0.00	0.00	0.00%
2-5002-988 Paw Bags	0.00	0.00	0.00%
2-5002-989 Lobbyist/Truck Laws	0.00	0.00	0.00%
Total GRANTS/CONTRIB-GENL FUND	3,000.00	749.65	24.99%
Total SPECIAL ARTICLES	4,300.00	749.65	17.43%
2-501 ADMINISTRATION			

Account	Budget	Actual	% of Budget
2-5011 TRUSTEES			
2-5011-100 Salaries & Wages	3,750.00	3,750.00	100.00%
2-5011-199 Employer Paid Benefits	230.00	229.52	99.79%
2-5011-302 Legal Fees	7,500.00	2,137.50	28.50%
2-5011-313 Community Television	0.00	0.00	0.00%
2-5011-603 Dues, Subs & Meetings	100.00	198.00	198.00%
2-5011-612 Printing Village Report	500.00	1,123.00	224.60%
2-5011-613 Tree Fund	15,000.00	1,110.00	7.40%
2-5011-615 Advertising	1,000.00	75.00	7.50%
2-5011-616 WES Parking lot	4,000.00	4,000.00	100.00%
2-5011-700 Police Search	0.00	0.00	0.00%
2-5011-801 Unclassified	0.00	0.00	0.00%
2-5011-806 Comp Unused Sick/Vac Time	0.00	0.00	0.00%
2-5011-810 Lobbyist	0.00	0.00	0.00%
2-5011-815 Insurance	75,000.00	79,938.64	106.58%
Total TRUSTEES	107,080.00	92,561.66	86.44%
2-5012 EXECUTIVE			
2-5012-100 Salaries & Wages	50,231.00	41,206.32	82.03%
2-5012-199 Employer Paid Benefits	13,400.00	11,957.34	89.23%
2-5012-200 Wellness	300.00	0.00	0.00%
2-5012-301 Professional Services	50.00	0.00	0.00%
2-5012-603 Dues, Subs & Meetings	700.00	901.85	128.84%
2-5012-615 Advertising	200.00	0.00	0.00%
Total EXECUTIVE	64,881.00	54,065.51	83.33%
2-5013 OFFICE ADMINISTRATION			
2-5013-201 Operating Supplies	1,200.00	941.92	78.49%
2-5013-202 Office Supplies	1,200.00	521.25	43.44%
2-5013-204 Postage	2,000.00	2,410.67	120.53%
2-5013-401 Equip Repairs & Mainte	1,000.00	495.49	49.55%
2-5013-502 Communications	1,800.00	2,796.28	155.35%
2-5013-503 NEMRC Support/License	1,250.00	1,356.25	108.50%
2-5013-504 Reallocation of Reapprais	0.00	0.00	0.00%
2-5013-505 IT - Village	0.00	6,104.00	100.00%
2-5013-701 Manager's Search	0.00	0.00	0.00%
Total OFFICE ADMINISTRATION	8,450.00	14,625.86	173.09%
2-5014 AUDITING			
2-5014-301 Professional Services	15,400.00	8,500.00	55.19%
Total AUDITING	15,400.00	8,500.00	55.19%
2-5015 TREASURER			
2-5015-100 Salaries & Wages	1,500.00	1,211.49	80.77%
2-5015-199 Employer Paid Benefits	100.00	193.77	193.77%
2-5015-601 Travel & Transportation	0.00	0.00	0.00%

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
Total TREASURER	1,600.00	1,405.26	87.83%
2-5016 ACCOUNTING			
2-5016-100 Salaries & Wages	35,149.00	25,957.99	73.85%
2-5016-199 Employer Paid Benefits	12,400.00	12,336.60	99.49%
2-5016-301 Professional Services	4,000.00	2,904.04	72.60%
2-5016-603 Dues, Subs & Meetings	25.00	0.00	0.00%
Total ACCOUNTING	51,574.00	41,198.63	79.88%
2-5018 VILLAGE CLERK			
2-5018-316 Village Clerk Wages	400.00	0.00	0.00%
Total VILLAGE CLERK	400.00	0.00	0.00%
2-5019 CAPITAL RESERVE			
2-5019-932 Office Equipment	0.00	0.00	0.00%
2-5019-936 Manager's Pick-up	0.00	0.00	0.00%
2-5019-937 Compensation Unused Sick/	30,000.00	30,000.00	100.00%
2-5019-938 Tree Fund	5,000.00	5,000.00	100.00%
Total CAPITAL RESERVE	35,000.00	35,000.00	100.00%
Total ADMINISTRATION	284,385.00	247,356.92	86.98%
2-502 HIGHWAY DEPARTMENT			
2-5022 TRAFFIC CONTROL			
2-5022-715 Traffic Control Signs	0.00	0.00	0.00%
Total TRAFFIC CONTROL	0.00	0.00	0.00%
2-5023 HIGHWAY MAINTENANCE			
2-5023-100 Salaries & Wages	0.00	0.00	0.00%
2-5023-101 Overtime	0.00	0.00	0.00%
2-5023-103 Summer Help-Wages	0.00	0.00	0.00%
2-5023-199 Employer Paid Benefits	0.00	0.00	0.00%
2-5023-201 Operating Supplies	0.00	0.00	0.00%
2-5023-305 Other Purchased Services	0.00	237.19	100.00%
2-5023-306 Emergency Work	0.00	0.00	0.00%
2-5023-307 SnowDumpRelocate Research	0.00	0.00	0.00%
2-5023-320 SnowDumpPollutionMonitor	0.00	0.00	0.00%
2-5023-321 Stormwater Monitoring	0.00	0.00	0.00%
2-5023-409 Small Tools & Equipment	0.00	0.00	0.00%
2-5023-425 Frost Mills Rental	0.00	0.00	0.00%
2-5023-426 NWPL Parking Lot Rental	0.00	0.00	0.00%
2-5023-503 Fuel	0.00	0.00	0.00%
2-5023-507 Rubbish Removal	0.00	0.00	0.00%
2-5023-710 Road Maintenance	0.00	0.00	0.00%
2-5023-711 Road Construction	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
2-5023-716 SouthSt Ped Refuge Island	0.00	0.00	0.00%
2-5023-717 Storm Drains	0.00	0.00	0.00%
2-5023-718 Guardrails	0.00	0.00	0.00%
2-5023-727 Crosswalk Maintenance	0.00	0.00	0.00%
2-5023-802 Salt & Sand	0.00	0.00	0.00%
2-5023-810 Special Mtg Supplement	0.00	0.00	0.00%
2-5023-901 IRE Local Share Expenses	0.00	0.00	0.00%
Total HIGHWAY MAINTENANCE	0.00	237.19	100.00%
2-5024 SIDEWALK MAINTENANCE			
2-5024-727 Sidewalk Maintenance	0.00	0.00	0.00%
2-5024-728 Sidewalk Construction	0.00	0.00	0.00%
2-5024-810 Special Mtg Supplement	0.00	0.00	0.00%
2-5024-821 Eastend Sidewalk	0.00	0.00	0.00%
Total SIDEWALK MAINTENANCE	0.00	0.00	0.00%
2-5025 VILLAGE PARKS			
2-5025-201 Operating Supplies	0.00	0.00	0.00%
2-5025-210 Paw Bags	0.00	0.00	0.00%
2-5025-301 East End Park - Parking	1,000.00	0.00	0.00%
2-5025-302 Fertilization/tree work E	1,700.00	0.00	0.00%
2-5025-401 Fence & Park Maintenance	0.00	1,652.00	100.00%
2-5025-406 Fence Post Repair	0.00	0.00	0.00%
2-5025-409 Small Tools & Equipment	0.00	0.00	0.00%
2-5025-505 Park&Ride Street Lights	0.00	0.00	0.00%
2-5025-507 Rubbish Removal	0.00	0.00	0.00%
Total VILLAGE PARKS	2,700.00	1,652.00	61.19%
2-5026 STREET LIGHTS			
2-5026-505 Street Lights	0.00	0.00	0.00%
2-5026-508 Street Light Fixtures	0.00	0.00	0.00%
Total STREET LIGHTS	0.00	0.00	0.00%
2-5027 PUBLIC WORKS BUILDING			
2-5027-501 Utilities	0.00	0.00	0.00%
2-5027-703 Bldg Repairs & Mainte	0.00	0.00	0.00%
Total PUBLIC WORKS BUILDING	0.00	0.00	0.00%
2-5028 HIGHWAY EQUIPMENT MAINT			
2-5028-203 Repair & Mainte Supplies	0.00	0.00	0.00%
2-5028-207 Equip Mainte Supplies	0.00	0.00	0.00%
2-5028-401 Equipment Repair	0.00	0.00	0.00%
2-5028-406 Equipment Purchase	0.00	0.00	0.00%
2-5028-407 Spare SnowBlower Radiator	0.00	0.00	0.00%
2-5028-409 Small Tools & Equipment	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
Total HIGHWAY EQUIPMENT MAINT	0.00	0.00	0.00%
2-5029 CAPITAL RESERVE			
2-5029-928 2 Ton Truck '13	0.00	0.00	0.00%
2-5029-929 2 Ton Truck '19	0.00	0.00	0.00%
2-5029-930 Ton Truck '20	0.00	0.00	0.00%
2-5029-938 2 Ton Truck '15	0.00	0.00	0.00%
2-5029-939 Ton Truck '17	0.00	0.00	0.00%
2-5029-946 F-150 Pick-up	0.00	0.00	0.00%
2-5029-947 Dump Truck	0.00	0.00	0.00%
2-5029-953 Snow Blower	0.00	0.00	0.00%
2-5029-954 Street Sweeper	0.00	0.00	0.00%
2-5029-976 TheGreen-ArchwayEntrances	0.00	0.00	0.00%
2-5029-977 Teagle Landing	0.00	0.00	0.00%
2-5029-978 Future Comfort Station	0.00	0.00	0.00%
2-5029-979 Future Parking Lot Constr	0.00	0.00	0.00%
Total CAPITAL RESERVE	0.00	0.00	0.00%
Total HIGHWAY DEPARTMENT	2,700.00	1,889.19	69.97%
2-503 VILLAGE POLICE DEPT			
2-5030 POLICE ADMINISTRATION			
2-5030-100 Salaries & Wages	144,866.00	164,630.43	113.64%
2-5030-107 Educ,EMT Training&Stipend	3,500.00	3,161.60	90.33%
2-5030-199 Employer Paid Benefits	71,511.00	36,693.48	51.31%
2-5030-201 Operating Supplies	1,600.00	1,161.31	72.58%
2-5030-202 Office Supplies	300.00	196.71	65.57%
2-5030-601 Travel & Transportation	200.00	93.03	46.52%
2-5030-603 Dues, Subs & Meetings	1,500.00	2,218.63	147.91%
2-5030-604 Grants, Dues & Subs	0.00	0.00	0.00%
2-5030-610 Printing & Binding	100.00	0.00	0.00%
2-5030-615 Advertising	300.00	153.24	51.08%
Total POLICE ADMINISTRATION	223,877.00	208,308.43	93.05%
2-5031 LAW ENFORCEMENT			
2-5031-100 Salaries & Wages	316,891.00	226,723.54	71.55%
2-5031-104 Contract Services	0.00	9,725.96	100.00%
2-5031-107 Local, EMT & Educ Stipend	12,000.00	8,842.30	73.69%
2-5031-199 Employer Paid Benefits	106,000.00	104,924.10	98.99%
2-5031-201 Operating Supplies	850.00	3,258.25	383.32%
2-5031-206 Weapon Mainte & Supplies	1,500.00	1,506.00	100.40%
2-5031-301 Professional Services	800.00	568.00	71.00%
2-5031-306 Uniform Service	3,000.00	2,702.37	90.08%
2-5031-312 Bike Patrol	100.00	75.98	75.98%
2-5031-409 Small Tools & Equipment	3,000.00	5,982.87	199.43%
2-5031-410 Flashing Radar SpeedSigns	0.00	0.00	0.00%
2-5031-413 Officer Video Recording	100.00	2,088.00	2,088.00%

Account	Budget	Actual	% of Budget
2-5031-603 Dues, Subs & Meetings	350.00	317.50	90.71%
Total LAW ENFORCEMENT	444,591.00	366,714.87	82.48%
2-5032 POLICE TRAINING			
2-5032-100 Salaries & Wages	5,700.00	18,121.60	317.92%
2-5032-199 Employer Paid Benefits	548.00	2,343.68	427.68%
2-5032-601 Travel & Transportation	300.00	423.60	141.20%
2-5032-605 Tuition	1,900.00	1,781.35	93.76%
Total POLICE TRAINING	8,448.00	22,670.23	268.35%
2-5033 POLICE COMMUNICATIONS			
2-5033-304 Dispatch Services	64,730.00	0.00	0.00%
2-5033-402 Radio Maintenance	500.00	0.00	0.00%
2-5033-502 Communications	12,000.00	11,478.33	95.65%
Total POLICE COMMUNICATIONS	77,230.00	11,478.33	14.86%
2-5034 PARKING METERS			
2-5034-100 Salaries & Wages	25,750.00	17,610.67	68.39%
2-5034-199 Employer Paid Benefits	2,323.00	1,359.89	58.54%
2-5034-202 Office Supplies	3,000.00	1,568.36	52.28%
2-5034-204 Postage	3,000.00	1,815.57	60.52%
2-5034-210 Computer Software	1,000.00	0.00	0.00%
2-5034-212 CreditCard/Meter Charges	13,500.00	9,751.34	72.23%
2-5034-301 Professional Services	200.00	0.00	0.00%
2-5034-401 Equip Repair & Mainte	500.00	1,258.79	251.76%
2-5034-402 CrdtCrd/MterRepair/Replac	500.00	475.05	95.01%
2-5034-407 Equipment Purchase	2,000.00	2,000.00	100.00%
2-5034-409 Small Tools & Equipment	700.00	139.28	19.90%
2-5034-410 Parking fund	0.00	0.00	0.00%
2-5034-425 NW Library Lot Rent	11,000.00	11,000.00	100.00%
Total PARKING METERS	63,473.00	46,978.95	74.01%
2-5035 POLICE VEHICLE			
2-5035-401 Equip Repair & Mainte	3,500.00	-2,070.45	-59.16%
2-5035-409 Small Tools & Equipment	500.00	219.80	43.96%
2-5035-503 Fuel	10,400.00	4,523.76	43.50%
Total POLICE VEHICLE	14,400.00	2,673.11	18.56%
2-5036 BUILDING MAINTENANCE			
2-5036-100 Salaries & Wages	2,200.00	0.00	0.00%
2-5036-199 Employer Paid Benefits	170.00	0.00	0.00%
2-5036-504 Propane	2,250.00	0.00	0.00%
2-5036-506 Electricity	2,000.00	203.91	10.20%
2-5036-507 Rubbish Removal	2,500.00	2,714.27	108.57%
2-5036-508 Water/Sewer	500.00	822.27	164.45%

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
2-5036-703 Building Maintenance	250.00	696.19	278.48%
2-5036-704 Roof Replacement	0.00	0.00	0.00%
2-5036-705 Storage Trailer	0.00	0.00	0.00%
Total BUILDING MAINTENANCE	9,870.00	4,436.64	44.95%
2-5037 TOWN POLICE SERVICES			
2-5037-100 T Salaries & Wages	85,243.00	67,046.00	78.65%
2-5037-102 T Training Wages	1,442.00	381.90	26.48%
2-5037-104 T Contract Services	0.00	0.00	0.00%
2-5037-107 T Stipend	2,200.00	0.00	0.00%
2-5037-198 T Training Paid Benefits	0.00	0.00	0.00%
2-5037-199 T Employer Paid Benefits	29,490.00	9,574.10	32.47%
2-5037-302 T Legal Fees	0.00	0.00	0.00%
2-5037-306 T Uniform Service	1,200.00	586.32	48.86%
2-5037-307 Extended Vehicle Warranty	0.00	0.00	0.00%
2-5037-401 T Vehicle Repairs & Maint	2,000.00	817.70	40.89%
2-5037-409 T Small Tools & Equip	500.00	697.17	139.43%
2-5037-410 T 4X4 Vehicle Lease	6,850.00	6,679.91	97.52%
2-5037-411 T 4X4 Radio, Lights, Radar	800.00	458.42	57.30%
2-5037-412 T Flashing Speed Signs	0.00	0.00	0.00%
2-5037-502 Communications	300.00	300.00	100.00%
2-5037-503 T Fuel	4,196.00	3,852.40	91.81%
2-5037-603 Dues, Subs & Meetings	150.00	100.00	66.67%
2-5037-605 T Tuition	750.00	521.37	69.52%
2-5037-704 T Roof Replacement	0.00	0.00	0.00%
Total TOWN POLICE SERVICES	135,121.00	91,015.29	67.36%
2-5039 CAPITAL RESERVE			
2-5039-932 Office Carpet	0.00	0.00	0.00%
2-5039-933 Police Computer	1,500.00	1,500.00	100.00%
2-5039-934 Radio System	2,000.00	3,475.00	173.75%
2-5039-935 Flashing Radar Speed Sign	0.00	0.00	0.00%
2-5039-965 Police Cruiser	20,000.00	20,000.00	100.00%
2-5039-966 Weapon Replacement	0.00	0.00	0.00%
2-5039-970 Police Training	0.00	0.00	0.00%
Total CAPITAL RESERVE	23,500.00	24,975.00	106.28%
Total VILLAGE POLICE DEPT	1,000,510.00	779,250.85	77.89%
2-504 SHORT TERM RENTAL ENFORCE			
2-5040-100 Wages	0.00	0.00	0.00%
2-5040-199 Benefits	0.00	0.00	0.00%
2-5040-201 Operating Supplies	0.00	0.00	0.00%
2-5040-202 Office Supplies	0.00	0.00	0.00%
2-5040-204 Postage	0.00	0.00	0.00%
2-5040-302 Legal Fees	0.00	0.00	0.00%
Total SHORT TERM RENTAL ENFORCE	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
2-507 BOARDS & AGENCIES			
2-5070 PLANNING & ZONING			
2-5070-100 Salaries & Wages	60,000.00	52,385.96	87.31%
2-5070-199 Employer Paid Benefits	33,600.00	26,850.01	79.91%
2-5070-301 Professional Services	2,800.00	2,536.25	90.58%
2-5070-302 Legal Fees	1,600.00	0.00	0.00%
2-5070-406 Equipment Purchase	800.00	465.09	58.14%
2-5070-601 Travel & Transportation	800.00	185.30	23.16%
2-5070-603 Dues, Subs & Meetings	4,960.00	3,476.86	70.10%
2-5070-611 Printing Ordinances	0.00	0.00	0.00%
2-5070-615 Advertising	3,200.00	3,079.64	96.24%
2-5070-812 GIS Mapping	480.00	0.00	0.00%
Total PLANNING & ZONING	108,240.00	88,979.11	82.21%
2-5079 CAPITAL RESERVE			
2-5079-933 Computer Equip Replace	0.00	0.00	0.00%
2-5079-934 Update Village-Town Plan	1,200.00	1,200.00	100.00%
Total CAPITAL RESERVE	1,200.00	1,200.00	100.00%
Total BOARDS & AGENCIES	109,440.00	90,179.11	82.40%
2-5091 VILLAGE HWY EXPENSE			
2-5091-803 Highway Rebate to Town	0.00	0.00	0.00%
2-5091-804 HWY State Aid to Town	49,000.00	0.00	0.00%
Total VILLAGE HWY EXPENSE	49,000.00	0.00	0.00%
2-5092 TRUSTEES' CONTINGENCY			
2-5092-801 Unclassified	15,000.00	1,580.04	10.53%
2-5092-810 Lobbyist	0.00	0.00	0.00%
2-5092-815 Insurance	0.00	0.00	0.00%
Total TRUSTEES' CONTINGENCY	15,000.00	1,580.04	10.53%
2-5099 CAPITAL RESERVE SPENDING			
2-5099-912 Planning&Zoning Regs	0.00	0.00	0.00%
2-5099-914 Lobbyist	0.00	0.00	0.00%
2-5099-926 Manager's Pick-up	0.00	0.00	0.00%
2-5099-932 Office Equipment	0.00	0.00	0.00%
2-5099-933 Computer Equip Replacment	0.00	0.00	0.00%
2-5099-934 Vail Field Parking	0.00	0.00	0.00%
2-5099-935 Route 4 Improvements	0.00	0.00	0.00%
2-5099-936 Storm Drain Repair	0.00	0.00	0.00%
2-5099-937 Paving	0.00	0.00	0.00%
2-5099-939 2 Ton Truck w/plow	0.00	0.00	0.00%
2-5099-941 Dump Truck w/plow	0.00	0.00	0.00%
2-5099-942 Loader	0.00	0.00	0.00%

Account	Budget	Actual	% of Budget
2-5099-943 Storage Trailer	0.00	0.00	0.00%
2-5099-944 Snowblower-Loader Mounted	0.00	0.00	0.00%
2-5099-945 2 Ton Truck w/plow	0.00	0.00	0.00%
2-5099-946 Street Snow Blower	0.00	0.00	0.00%
2-5099-947 HWY Repairs & Maintenance	0.00	0.00	0.00%
2-5099-948 Road Construction	0.00	0.00	0.00%
2-5099-949 Road & Sidewalk Mainte	0.00	0.00	0.00%
2-5099-950 TrafficControlBridgProjec	0.00	0.00	0.00%
2-5099-952 Snow Dump Land Purchase	0.00	0.00	0.00%
2-5099-953 Ornamental Street Lights	0.00	0.00	0.00%
2-5099-954 Village Parks	0.00	0.00	0.00%
2-5099-955 Trees	0.00	0.00	0.00%
2-5099-956 Ordinance Printing	0.00	0.00	0.00%
2-5099-962 Police Computer	0.00	0.00	0.00%
2-5099-964 Police Office Carpet	0.00	0.00	0.00%
2-5099-965 Meter Replace/Repair	0.00	0.00	0.00%
2-5099-967 Flashing Radar Speed Sign	0.00	0.00	0.00%
2-5099-971 Police Cruiser	0.00	399.00	100.00%
2-5099-972 Polic Vehicle Maint/Equip	0.00	0.00	0.00%
2-5099-973 CommVehicle Enforcement	0.00	0.00	0.00%
2-5099-974 Police Training	0.00	0.00	0.00%
2-5099-975 Police Equipment	0.00	2,356.34	100.00%
2-5099-976 Police Training	0.00	0.00	0.00%
2-5099-977 Police Material	0.00	0.00	0.00%
2-5099-978 Comfort Station Construct	0.00	0.00	0.00%
2-5099-979 Parking Lot Construction	0.00	0.00	0.00%
2-5099-980 NWPL Parking Lot Improvt	0.00	0.00	0.00%
2-5099-981 Sidewalks	0.00	0.00	0.00%
2-5099-982 Granite Curbing	0.00	0.00	0.00%
2-5099-983 Fence Post Repair	0.00	0.00	0.00%
2-5099-984 RetainingWallConstruction	0.00	0.00	0.00%
2-5099-985 HWY Comm Equipment	0.00	0.00	0.00%
2-5099-986 Salt & Sand	0.00	0.00	0.00%
2-5099-987 Road Paving	0.00	0.00	0.00%
2-5099-988 Line Striper	0.00	0.00	0.00%
2-5099-990 CapitalOutlay Undedicated	0.00	0.00	0.00%
Total CAPITAL RESERVE SPENDING	0.00	2,755.34	100.00%
2-5301 LOSS REPAIR EXPENSES			
2-5301-850 Flood Damage-Vill Garage	0.00	0.00	0.00%
2-5301-860 Property Damage-St Light	0.00	0.00	0.00%
2-5301-861 PropertyDamagPoliceCarpet	0.00	0.00	0.00%
2-5301-862 PropertyDamage-Guardrail	0.00	0.00	0.00%
2-5301-863 Property Damage-Fence	0.00	0.00	0.00%
2-5301-864 PropertyDamage-Trees	0.00	0.00	0.00%
2-5301-870 VehicleDamage-Plow Truck	0.00	0.00	0.00%
2-5301-871 VehicleDamag-PolicCruiser	0.00	0.00	0.00%
Total LOSS REPAIR EXPENSES	0.00	0.00	0.00%

VILLAGE GENERAL FUND

Account	Budget	Actual	% of Budget
2-5303 IRENE RECOVERY EXPENSE			
2-5303-150 IRE Wages & FICA	0.00	0.00	0.00%
2-5303-901 IRE Local Share Expenses	0.00	0.00	0.00%
Total IRENE RECOVERY EXPENSE	0.00	0.00	0.00%
2-5401 GRANT EXPENSE			
2-5401-815 PoliceHWYSafetyGrantExpen	0.00	0.00	0.00%
2-5401-816 Police PACIF Grant Expend	0.00	0.00	0.00%
2-5401-817 Planning Grant Expense	0.00	0.00	0.00%
2-5401-818 Police Equip Grant Expens	0.00	5,180.50	100.00%
2-5401-819 Police Vest Grant Expense	0.00	1,528.00	100.00%
2-5401-820 Highway Grant Expense	0.00	0.00	0.00%
2-5401-821 Sidewalk Grant Expense	0.00	0.00	0.00%
2-5401-822 Village Tree Grant Expens	0.00	0.00	0.00%
2-5401-823 MDT Police Grant Expense	0.00	0.00	0.00%
2-5401-824 RiverStRetainingWallGrant	0.00	0.00	0.00%
2-5401-825 Waterfront Park Grant Exp	0.00	0.00	0.00%
2-5401-826 Park & Ride Grant Expense	0.00	0.00	0.00%
2-5401-827 Snow Dump Constr Grant	0.00	0.00	0.00%
2-5401-828 Energy Grant Expense	0.00	0.00	0.00%
2-5401-829 DUI OP Grant Exp	0.00	12,486.55	100.00%
2-5401-830 SustainableWoodstockGrant	0.00	0.00	0.00%
2-5401-831 SafeRoutes to SchoolGrant	0.00	0.00	0.00%
2-5401-832 ProspectSt PavingGrantExp	0.00	0.00	0.00%
2-5401-835 BypassMitigationGrantExp	0.00	0.00	0.00%
Total GRANT EXPENSE	0.00	19,195.05	100.00%
2-570 TRANSFERS OUT			
2-5701-000 Transfer to Cap Reserve	0.00	0.00	0.00%
2-5702-000 Transfer to Trustee	0.00	0.00	0.00%
2-5703-000 Transfer to Debt Service	0.00	0.00	0.00%
2-5704-000 Transfer for Parking Fac	0.00	0.00	0.00%
Total TRANSFERS OUT	0.00	0.00	0.00%
Total Appropriations	1,465,335.00	1,142,956.15	78.00%
Total VILLAGE GENERAL FUND	1,700.75	207,839.30	
Total All Funds	1,700.75	207,839.30	

Town/Village of Woodstock
Application for a permit to hold a parade or event on public streets or highways

Pursuant to Title 24 V.S.A. Section 2291 (5) the Legislative Board of the Village/Town of Woodstock herewith regulates the use of public highways for parades and/or events.

Event: 96th St. James Fair
Parade/event date: August 24, 2021 Start time: 7:00 AM
End time: 5:00 pm
Applicant/organization: St James Episcopal Church
Telephone: 802-457-1727
Email: office@stjameswoodstock.org
Mailing address: 2 St James Pl
Woodstock, VT 05091
Contact person: SARI WHITE
Best contact number: 802-296-1290
Location of assembly & beginning of event: closure of St James PL
Road from 7am → 5pm on 8/24/21 for Fair
Route of public highways: St James Place

*Attach map showing route

Traffic control (if any): Barricades + hired police officer

Estimated number of participants: unknown

Authorized representative signature: [Signature]
Print: SARI WHITE

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

Please mail or email completed application to:
Town of Woodstock nnourse@townofwoodstock.org
Nikki Nourse
PO Box 488
Woodstock, VT 05091

OFFICE USE ONLY

This permit is:
 Approved
 Denied

Additional conditions: Fair will be held on St James Green

Municipal Manager: _____
Date: _____

Village of Woodstock

Driveway Permit

Notice: This permit covers only rights vested in the Board of Trustees over this highway or street and it does not release the petitioner from the requirements of any other statutes, ordinances, rules or regulations, or the need to obtain an easement from the landowner if any of the drive is located on lands of another person.

This permit is effective upon compliance with such of those other requirements as are applicable.

An application fee of Twenty-Five Dollars (\$25.00) must accompany this application.

Fee paid: 4/15/24 Cash/check: check 13496
Received by: NLL

Permission is hereby requested by Woodstock Builders Inc to perform the work described as follows on the street or highway known as Mountain Avenue

This exact location of this work being: 35 Mt. Ave. (911 address).

Description of the work to be performed: New driveway to enter Mt. Ave. aprx 3' SW of SW corner of 35 Mt. Ave property (map attached) extending aprx 300' NW within 20' ROW indicated

This permit is issued with the following directions, restrictions and conditions and covered only the work described hereinafter, and then only when the work is performed as directed and subject to the following special conditions.

1. The petitioner does hereby waive, release, and discharge the Village of Woodstock from any liability incurred or any damage or claim of damage of any kind or nature which he or others has or may claim to have now or in the future in connection with the work to be done.
2. No work shall be done under this permit until the petitioner to whom it is granted shall have communicated with and received instruction from the Municipal Manager.
3. All the work herein contemplated shall be done under the supervision and to the satisfaction of the Municipal Manager or his authorized agent which after due notice, is not satisfactorily corrected, the Municipal Manager may, with or without notice, make or cause to be made such corrections and petitioner shall reimburse the Village for any expense incurred in making said corrections.
4. Drive to be constructed in so far as possible with Vermont Department of Highway Stand Sheet 8-71 Profile and Notes.
5. The driveway shall have a minimum width of twelve feet and a maximum width of twenty feet at any point lying within the Village highway right of way, provided however, a driveway serving only one single family dwelling may have a minimum width of eight feet and a maximum width of twenty feet at any such point.

- ✓ 6. Any property other than a property having only one single or two family dwelling may have two driveways, provided said driveways are to be used separately for ingress and egress.
- ✓ 7. All driveway construction shall be designed and constructed in such manner as will divert water and runoff from the driveway away from the Village Street, highway, and sidewalk and also in such manner as will not interfere with or obstruct drainage ditches or other water courses. If culvert is planned by the applicant or required by the Board, the applicant and owner(s) shall bear all cost of installation and maintenance.
- ✓ 8. The driveway shall, as nearly as possible, intersect and pass through the Village Street, highway, and sidewalk at a right angle.
- ✓ 9. The driveway shall be designed, constructed, and located in such manner as to provide safe passage over any sidewalk and safe access to the traveled portion of the Village highway or street. The slope of the driveway shall be the minimum slope necessary under the circumstances and, at and near the point of intersection with a sidewalk or traveled portion of a Village highway or street shall be level with the traveled way for the maximum distance practicable under the circumstances using recommended standard of twenty feet. The sitting of the intersection of the driveway with a sidewalk or traveled portion of a Village highway or street shall be such as will maximize the view of on-coming pedestrian and/or vehicular traffic and provide, to the extent possible, at intersections. Turnarounds shall be provided where possible to avoid the necessity of backing onto a public traveled way.
- ✓ 10. The driveway shall be sited to minimize the need to alter the location of existing public parking spaces and crosswalks.
- 2/A ✓ 11. Curb cuts may be permitted only if strictly necessary. If curb cuts are permitted, the board may impose any and all such terms and conditions as it shall deem necessary to ensure that the work to be performed will be completed in a manner consistent with other curb cuts made throughout the village and result in the least amount of damage possible to remaining curbing. A performance bond may be required.
- ✓ 12. This permit may be modified or revoked at any time by the Board of Trustees of the Village of Woodstock, VT.
- ✓ 13. In issuing the permit the Village Trustees are relying on the accuracy of the information submitted by the applicant for this permit.
- ✓ 14. Applicant does hereby agree to hold the Village of Woodstock harmless from claims of all third parties for damages from whatsoever cause incident to the exercise of this permission to construct a driveway.

This permit is valid for one year from the date of issuance.

The undersigned, in consideration of the approval of this permit having duly read all the contents herein, agrees to the directions and to the restrictions and to conditions contained herein.

Signature of applicant: Woodstock Builders Inc by George Helmer

Name: George Helmer

Mailing address: Woodstock Builders Inc.
43 Lincoln Corners Way Woodstock, VT

Telephone number: 802 291-1816 or 802 457-1728

Email: wbig44@gmail.com

Please provide a sketch showing the location of the proposed access and stake out the proposed access so that the Director of Public Works may review it before approval is granted.

Please mail or email completed permit to:

Nikki Nourse
PO Box 488
Woodstock, VT 05091

nnourse@townofwoodstock.org

FOR OFFICE USE ONLY

Director of Public Works:

- Concur
- Nonconcur

Signature: _____

Date: _____

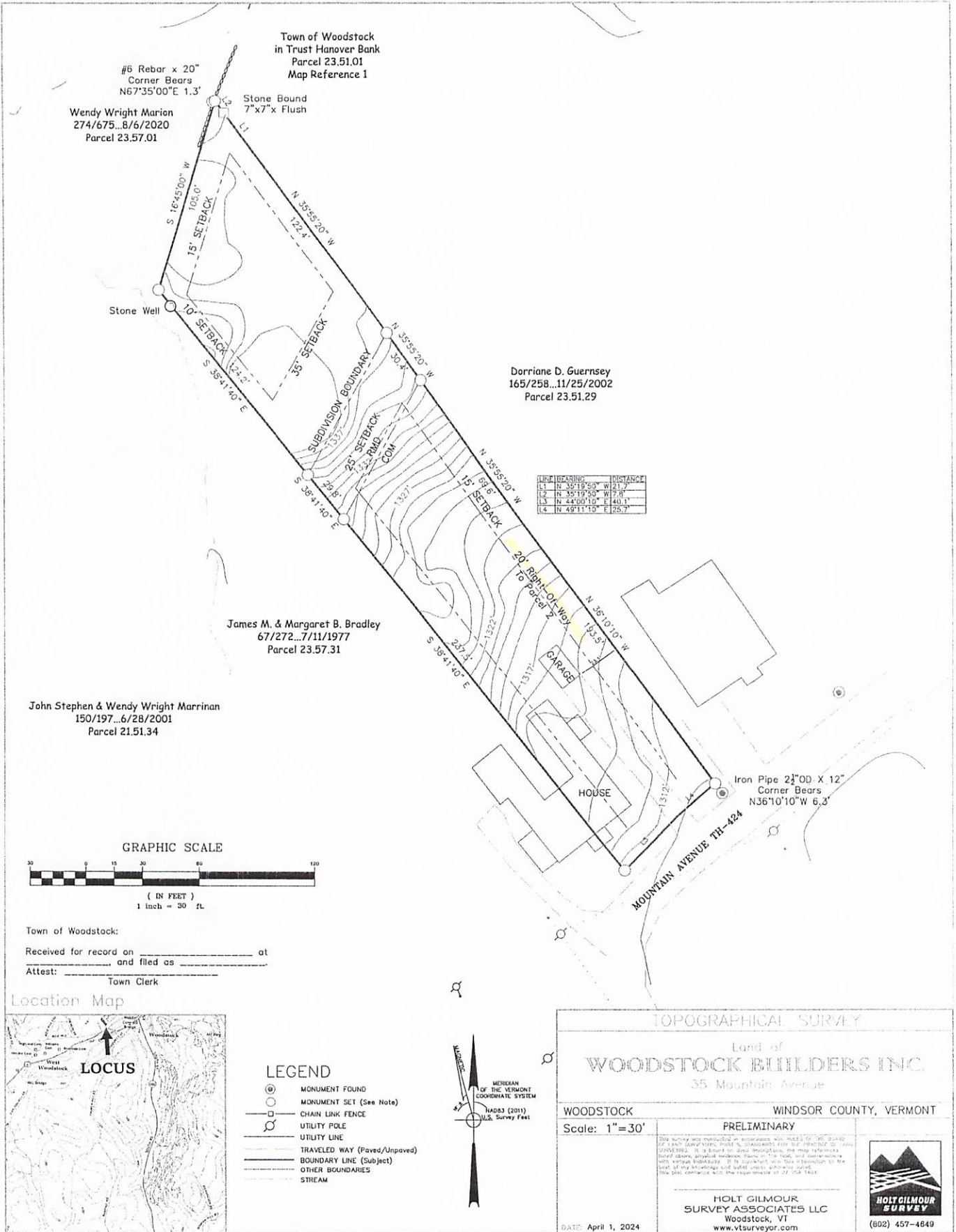
Additional conditions:

This permit is:

- Approved
- Denied

Dated at Woodstock, Vermont this _____ day of _____, 20____.

Village Manager: _____



**Village of Woodstock
Permit for Banner on Village Green**

Application date: May 1, 2024 Event name: 2024 TEDxHartlandHill Conference

Name of non-profit organization: TEDxHartlandHill

Address: PO Box 305, South Woodstock, VT 05091

Spet

Dates requested for banner: Sept 6 - 14 Date of event: Sept 14

Individual requesting permit:

Name: Deborah Greene Title: ED

Phone: 802-296-1421

Mailing address: 7 River St, Woodstock, VT 05091

Email: deborah@tedxhartlandhill.org

An application fee of \$50.00 must accompany this application.

Fee paid: _____ Cash/Check/Online: X

Received by: _____

Banner requirements:

- 2 banners (one to place at each end of the Green)

All banners must be:

- Less than 9' long x 30"-36" wide
- Have grommets and wind slots

Please be advised that applications must be approved by the Village Trustees. The Trustees meet the 2nd Tuesday of each month. Applications are due the Wednesday prior to the meeting. In order to get your approval in a timely manner, please get permits in early to guarantee they are placed on the agenda. If you turn the application in late your permit will not be considered.

If approved, please bring your banner to the Woodstock Town Hall Municipal Office so we can have our Village Highway crew put up the banners for you.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signature: 
DocuSigned by: 84605B2E8BF7490...

Date: 5/1/2024

FOR OFFICE USE ONLY

This permit was:

- Approved
- Denied

Additional conditions: _____

Municipal Manager: _____

Date: _____

**Village of Woodstock
Board of Trustees
April 9, 2024
6:30 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Eric Duffy, Nikki Levakis, Elisa Tarlow, Jill Davies, Wendy Marrinan, Steven Bauer, Stuart Matthews, Beth Finlayson, Hayley Bauer, Lauren Dorsey, Alex Mulley, Rebecca Mitchell, Todd Erceg, Scott Smith, Carolyn Long, Police Chief Joe Swanson, Ray Bourgeois, Stephen Fulkerson, Dave Mackay, David Hill, Alita Wilson, Lisa Lawlor, Jennifer Falvey, Andrew Heining, Lynne Tracey, Gabe DeLeon, Ben Pauly, Susan Fuller, Jenevra Wetmore, Drew Reider, Cara Kettenbach

A. Call to order

1. Chair McIlroy called the Village Trustees meeting of April 9th to order at 6:30 pm.

B. Finance Committee interview – Todd Erceg

Motion: by Jeffrey Kahn to appoint Todd Erceg to the Finance Committee.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

C. Planning Commission interviews

1. Stephen Fulkerson

- a. Stephen Fulkerson is a new resident of Woodstock, Vermont, who expressed his familiarity with the Town Plan and his ongoing process of getting to know the area.
- b. Stephen discussed the importance of community involvement, transparency, and careful consideration in the planning and zoning process with a focus on maintaining the Village's character.
- c. He expressed his background in general contracting and facilities management.
- d. He highlighted the importance of teamwork and problem-solving skills, emphasizing both high-level conceptual thinking and attention to detail.
- e. He purchased his property two years ago.
- f. He likes Woodstock and has been impressed with the government, the citizens, and institutions.

2. Alex Mulley

- a. Alex stated that he wants to get more involved.
- b. He moved to South Woodstock from New York City in October of 2022.
- c. He would like to help shape the Town's future.
- d. His professional background is in finance and consulting.
- e. He has strong analytical skills.

- f. He was a member of the Woodstock Water Working Group that evaluated the possibility of the Town acquiring the Aqueduct Company.

3. Elisa Tarlow

- a. Elisa expressed her interest in serving on the Commission citing her knowledge of real estate and historic buildings.
- b. She stated that she could be available for the meetings.
- c. She believes Planning & Zoning are the core of every town.
- d. She believes it is essential to carefully consider every ordinance and its intended impact along with possible unintended impacts.

D. Trustee interviews

1. Lisa Lawlor

- a. Lisa underscored the significance of empathetic listening and open communication in leadership.
- b. She shared her insights on managing change effectively, emphasizing the need to consider different perspectives, make accommodations, and follow through on decisions.
- c. She shared her experience serving in various nonprofit capacities.
- d. She is a long-term resident of the Village.
- e. She would like to be given an opportunity to work to improve the Village so that all residents live a comfortable and safe life.

2. Andrew Heining

- a. Andrew Heining stated that he loves Woodstock.
- b. Andrew thinks that this would be a good way to serve his community.
- c. As a career journalist, he developed skills in active listening, synthesis, and audience analysis.
- d. He is good at dealing with change and conflict.

E. Executive session to discuss appointments

The Village Trustees entered executive session to discuss appointments under 1 VSA 313 at 7:35 pm.
The Village Trustees exited executive session and resumed the public meeting at 7:44 pm.

Motion: by Jeffrey Kahn to appoint Lisa Lawlor to the Village Trustees.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

F. Citizen comments – none.

G. Additions to & deletions from posted agenda

- 1. Deletion – Short term rental discussion.

H. Manager’s report

- 1. Eric Duffy stated that the fireworks this year are scheduled for July 5th due to scheduling conflicts with the fireworks company. Plans for the event, including musical performances, were confirmed.

I. Police Chief’s report

1. The report was postponed due to not being able to hear Chief Swanson on Zoom.

J. Permits

1. Banner permit – Plant Sale – Woodstock Garden Club

a. May 17th -25th.

Motion: by Jeffrey Kahn to approve the banner permit for the Plant Sale as submitted by the Woodstock Garden Club.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

2. Parade permits

a. Memorial Day Parade – American Legion

Motion: by Jeffrey Kahn to approve the parade permit for the Memorial Day Parade as submitted by the American Legion.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

b. Veteran’s Day Parade – American Legion.

- November 11th.
- 11:00 am to 12:00 pm.

Motion: by Chair McIlroy to approve the parade permit for the Veteran’s Day Parade as submitted by the American Legion.

Seconded: by Jeffrey Kahn.

Vote: 4-0-0, passed.

c. Woodstock Wassail Weekend – Chamber of Commerce

- A proposal for an artisan market on the covered bridge during Wassail.
- Community members expressed their support for the event and would love to see it bigger on the Green as well.
- Residents raised concerns about the safety of the horses and crowds during the annual parade, and the need to improve community engagement.

3. Use of the Green permit – Electric Lawn Care Open House – Sustainable Woodstock

- a. They would like to create a demonstration zone for home-scale equipment on the Green.
- b. June 4, 2024.
- c. 5:30 pm to 7:30 pm.
- d. An event to allow participants to try electric lawn care equipment.
- e. All participants will be supervised during equipment use.

Motion: by Jeffrey Kahn to approve the use of the Green permit for the Electric Lawn Care Open House as submitted by Sustainable Woodstock.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

4. Sidewalk permit – Sidewalk Grilling Series – The Village Butcher – tabled.

5. East End Park permit – Music by the River – Pentangle.

- a. 3:00 pm to 8:00 pm.
- b. July 12, 19, 26, August 2, 9, 16

Motion: by Jeffrey Kahn to approve the East End Park permit for Music by the River as submitted by Pentangle.

Seconded: by Frank Horneck.

Vote: 4-0-0, passed.

K. Presentations

1. Short term rental ordinance – Planning Commission

- a. The Planning Commission is proposing an ordinance to regulate short term rentals to balance the community’s benefits and drawbacks, with a focus on registration caps and limits to ensure public health, safety, and welfare.
- b. The proposed ordinance includes limits on the number of STRs, and a fee structure to cover costs.
- c. The Planning Commission also discussed revenue generation from STRs, expanding the definition of an STR, and a waiver for STRS in R5 and forestry zones.
- d. The Planning Commission suggested a uniform ordinance across the Town, Village, and all zoning districts.
- e. The Planning Commission clarified the difference between zoning bylaws and municipal ordinances, with the former regulating land development and uses, and the latter regulating activities.
- f. The discussion covered the conditional use approval process for short term rentals, potential future notice requirements, and the current moratorium on new applicants.
- g. The Planning Commission provided estimates on potential revenue.
- h. The Trustees discussed their concerns about the high fees, with suggestions for lowering costs and better management processes.

L. Votes

1. Appointment of ex-officio to Planning Commission

Motion: Chair McIlroy to appoint Frank Horneck as the ex-officio to the Planning Commission.

Seconded: by Jeffrey Kahn.

Vote: 3-0-1, passed. (Seton for, Jeffrey for, Brenda for, Frank abstained).

M. Discussions

1. Change date of May meeting

- a. May 7th at 6:30 pm

2. Pedestrian crossing sign on North Street for Market on the Green

- a. The need for improved pedestrian signage on North Park Street was identified as a safety concern with potential temporary measures being suggested.
- b. Eric Duffy will talk to Mark Hunter about putting something up.

3. Short term rental ordinance

4. Village parking

- a. The Board deliberated on proposals regarding Village parking, with a focus on changing the ordinance.
- b. The proposals include increasing meter hours, changing time limits, and implementing rate changes in certain parking areas.
- c. They discussed proposed changes to parking and unloading spaces, with a focus on improving accessibility for employees and visitors.
- d. Concerns were raised about the impact of increasing the parking rate on local businesses and employees, particularly those who invest in the downtown area.
- e. They agreed to move forward with some of the proposed changes, but they would need to be put in the ordinance.
- f. Seton emphasized the importance of gathering more data to make informed future decisions and urged for a more collaborative approach to the issues.

5. Foliage – tabled.

6. Food vendors on the Green for foliage – tabled.

N. Other business – none.

O. Minutes

1. 3/12/24 minutes

- a. Add comment from Noelle Nunez regarding the Green parking for school pick up.

2. 3/19/24 minutes

3. 3/27/24 joint minutes

Motion: by Chair McIlroy to approve the minutes for 3/12/24, 3/19/24, and 3/27/24 with the one addition noted above.

Seconded: by Jeffrey Kahn.

Vote: 4-0-0, passed.

P. Adjournment

Motion: by Chair McIlroy to adjourn the meeting at 10:38 pm.

Seconded: by Jeffrey Kahn.

Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Levakis*

**Town & Village of Woodstock
Select Board & Village Trustees Joint Meeting
April 17, 2024
5:00 pm
Town Hall & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Ray Bourgeois, Keri Cole, Greg Fullerton, Laura Powell, Chair Seton Mcllroy, Brenda Blakeman, Frank Horneck, Lisa Lawlor, Eric Duffy, Nikki Levakis, Donald Wheeler, Roger Logan, Bob Crean, Carolyn Long, Jill Davies, Hayley Bauer

A. Call to order

1. Select Board

a. Chair Bourgeois called the joint meeting of April 17th to order at 5:00 pm.

2. Trustees

a. Chair Mcllroy called the joint meeting of April 17th to order at 5:00 pm.

B. Additions & deletions from posted agenda – none.

C. Citizen comments

1. A request was made that Brenda Blakeman reconsider her statement recusing herself from the ongoing conversation regarding short-term rentals due to her ownership of two such rentals.

a. Derek Demas argued that her position is not necessarily a conflict of interest, citing the efforts of other members involved in creating the ordinance.

b. It was urged that her input would be valuable to the discussion.

D. Executive session to discuss appointments

Motion: by Chair Bourgeois to enter executive session under 1 VSA 313 to discuss appointments at 5:14 pm.

Seconded: by Laura Powell.

Vote: 4-0-0, passed.

Motion: by Chair Mcllroy to enter executive session under 1 VSA 313 to discuss appointments at 5:15 pm.

Seconded: by Frank Horneck.

Vote: 4-0-0, passed.

The Select Board & Village Trustees left executive session and resumed the public meeting at 5:34 pm.

Motion: by Chair Mcllroy to appoint Alex Mulley to the Planning Commission.

Seconded: by Frank Horneck.

Vote: 4-0-0, passed.

Motion: by Laura Powell to appoint Alex Mulley to the Planning Commission.

Seconded: by Keri Cole.

Vote: 4-0-0, passed.

E. Short term rental discussion

1. Various attendees provided comments regarding short term rentals, expressing concerns about fees, differentiation between owner-occupied and non-owner-occupied properties, and the enforcement of regulations.
2. The Boards talked about the proposed caps on short term rentals, with considerations for owner-occupied properties and concerns about enforcement and administrative costs.
3. The proposed ordinance caps the number of permits for short term rentals at 55 for owner-occupied and 55 for non-owner-occupied properties, reflecting about 5% of the current housing stock.
4. The Boards have the power to make alterations as needed.
5. No specific changes were proposed during the discussion, but support was expressed for maintaining the current 5% cap to prevent over development and offset the beautification of Woodstock.
6. The Boards discussed the classification of occupied and non-occupied short term rentals.
7. It was clarified that a homestead declaration was required to classify a property as owner occupied.
8. The boards also discussed the prevalence of non-registered short term rentals in Woodstock, with an estimate of 50 non-permitted and 70 legal ones.
9. Existing properties would be prioritized for registration.
10. The Boards discussed the management and cost of the short term rental program.
11. The Board discussed the potential for adjusting the cap after the fact and the need to balance owner-occupied and non-owner-occupied permits.
12. The Boards considered the possibility of hiring additional staff to monitor short term rentals more effectively.
13. There was a debate regarding the proposed fees for short term rental permits, with opinions varying on the necessity of covering costs versus providing affordability for property owners.
14. The questioned the high fees proposed by the Planning Commission, suggesting instead a base fee of \$500 for owner-occupied and \$1,000 for non-owner-occupied properties.
15. The Boards decided to keep the current rental fees, with a suggestion to possibility subsidize those who cannot afford them.
16. The excess revenue from short term rentals was proposed to be used for a program to incentivize long term housing.
17. It was decided to schedule another joking meeting for further discussion and potentially make adjustments to the proposed ordinance.
18. A follow-up meeting was scheduled for the next Wednesday to continue discussions.

F. Other business – none.

G. Adjournment

1. Select Board

Motion: by Keri Cole to adjourn the meeting at 6:26 pm.

Seconded: by Laura Powell.

Vote: 4-0-0, passed.

2. Trustees

Motion: by Chair Mclroy to adjourn the meeting at 6:26 pm.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Levakis*

Town & Village of Woodstock
Select Board & Board of Trustees Joint Meeting
April 24, 2024
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, Frank Horneck, Lisa Lawlor, Eric Duffy, Nikki Levakis, Jon Spector, Alex Beram, Hayley Bauer, Jill Davies, Andrew Caffrey, Mary McQuaig, Christina Martin, Paula Townsend, Steven Bauer

A Call to order

1. Select Board

a. Chair Bourgeois called the Joint Meeting of April 24th to order at 5:00 pm

2. Trustees

a. Chair McIlroy called the Joint Meeting of April 24th to order at 5:00 pm

B Additions & deletions from agenda – none

C Citizen comments – none

D Sidewalk permit – Sidewalk Grilling Series – Village Butcher (Trustees)

1. Alex Beram presented a sidewalk permit application for grilling in front of the shop on Elm Street.
2. The application outlined plans for community grilling events, subject to weather conditions.
3. Discussion ensued regarding logistics
4. and community impact.

Motion: by Chair McIlroy to approve the sidewalk permit for Sidewalk Grilling Series as submitted by Village Butcher.

Seconded: by Jeffrey Kahn.

Vote: 5-0-0, passed.

E EDC marketing proposal (Select Board)

Motion: by Susan Ford to accept the EDC marketing proposal to hire Jess Ann Kirby LLC for 2024.

Seconded: by Laura Powell.

Vote: 5-0-0, passed.

F Short term rental discussion

1. The Boards engaged in a detailed discussion on the proposed ordinance, focusing on various aspects including permit fees, occupancy limits, enforcement mechanism and sunset provisions.
2. Multiple perspectives were shared, and adjustment to the ordinance were considered based on feedback and financial implications.
3. Limit to 180 days to rent instead of unlimited.
4. Fee for owner-occupied \$350 and \$1,000 for non-owner occupied.
5. Occupancy rates would vary based on limits.
6. Goal is to vote on the ordinance on April 30th at 5:00 pm

G Other business – none

H Adjournment

1. Select Board

Motion: by Chair Bourgeois to adjourn the meeting at 7:18 pm

Seconded: by Susan Ford

Vote: 5-0-0, passed.

2 Trustees

Motion: by Jeffrey Kahn to adjourn the meeting at 7:18 pm

Seconded: by Frank Horneck

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Levakis*