

Town & Village of Woodstock
Select Board & Board of Trustees Joint Meeting
June 18, 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, Brenda Blakeman, Frank Horneck, Lisa Lawlor, Eric Duffy, Nikki Levakis, Police Chief Joe Swanson, Robert Densmore, Fire Chief David Green, Charlie Degener, Steven Bauer, Hayley Bauer, Lauren Dorsey, Beth Therrien

A. Call to order

1. Select Board

- a. Chair Bourgeois called the joint meeting of June 18th to order at 5:00 pm.

2. Trustees

- a. Chair McIlroy called the joint meeting of June 18th to order at 5:00 pm.

B. Additions & deletions form agenda – none.

C. Citizen comments – none.

D. Presentations

1. Department Head's presentation on Personnel Policy & Goals

- a. Fire Chief David Green shared his goals for the Fire/Ambulance Department.
- Recruitment and retention of employees.
 - Planning for a new fire truck and ambulance procurement due to long delivery times.
 - Investigating new dispatch software.
 - Installing a dry hydrant in the Long Hill area.
- b. Chief Green shared his challenges in the department.
- High turnover and the high costs of new employees.
 - Difficulties in reusing tailored safety equipment.
- c. Chief Green was generally positive about the new personnel policy but emphasized the need to attract people to live in the community.
- d. Police Chief Joe Swanson shared his goals for the Police Department.
- Addressing budget constraints after accounting for employer paid benefits, salaries, and stipends.
 - Implementing supervisor training programs.
 - Ensuring continuing education for officers.
- e. Chief Swanson shared his challenges in the department.
- High turnover, with officers unable to afford local housing.
 - Expensive recurring training requirements.
- f. Robert Densmore shared his goals for the Finance Department.
- Creating efficiencies in financial operations.
 - Developing and distributing comprehensive financial reports.

- g. Robert's challenge was adjusting to the new role and familiarizing with Woodstock's specific financial systems.
- h. Robert is supportive of the new personnel policy and highlighted the need for improvement in employee benefits to retain staff.
- i. Steven Bauer shared his goals for the Planning & Zoning Department.
 - Streamlining board structures to enhance efficiency.
 - Consolidating development review boards and design review boards.
 - Promoting growth and modernizing zoning codes.
- j. Steven shared his challenges in the department.
 - High workload with insufficient staff.
 - Necessity of modern personnel policies to retain and attract staff.
 - Addressing myths and misconceptions about regulatory barriers to new developments.

E. Other business – none.

F. Adjournment

1. Trustees

Motion: by Chair McIlroy to adjourn the meeting at 5:57 pm.

Seconded: by Brenda Blakeman.

Vote: 4-0-0, passed.

*Respectfully submitted,
Nikki Levakis*