

Town & Village of Woodstock
Town Selectboard & Board of Trustees Joint Meeting
November 13th, 2024
5:30PM
Town Hall & Zoom
Minutes

Draft minutes are subject to approval.

Present Selectboard: Chair Ray Bourgeois, Susan Ford, Greg Fullerton, Keri Cole, Laura Powell

Present Trustees: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Lisa Lawlor

Staff: Eric Duffy, Robert Densmore

Call to order

1. Select Board

- a. Chair Ray Bourgeois called the joint meeting of November 13th to order at 5:30PM.

2. Trustees

- a. Chair Seton McIlroy called the joint meeting November 13th to order at 5:30PM.

B. Discussion

FY26 budget kickoff presentation

Eric Duffy thanked the Joint Boards for agreeing to the meeting and acknowledged the delay due to the Selectboard's pursuit of buying the Woodstock Aqueduct company.

Eric Duffy outlined the talking points from last year's FY 25 budget, emphasizing the goal of zero budgeting and the need to incorporate new ideas from department heads.

He highlighted the conflict between service needs and budget constraints, mentioning the limited staff and the need for more staff or public recognition of what can be achieved with current resources.

Eric Duffy discussed the implementation of new payroll software to cut down on payroll timing and improve efficiency.

He mentioned the progress in choosing permanent software for the zoning department, which will enhance the ability of other committees and commissions to run their meetings independently.

He highlighted the new finance office staff and their contributions to the efficiency and effectiveness of the office.

Eric Duffy outlined the challenges faced in FY 26, including rising healthcare costs.

Eric Duffy discussed the challenges of turnover and training new staff, as well as the need to catch up on capital purchases for fire trucks, DPW equipment, and sewer equipment.

He emphasized the importance of creating a five-year capital plan to avoid future budgetary impacts.

Robert Densmore, Finance Director, discussed the challenges of rising healthcare costs and the impact on the budget.

Robert Densmore discussed the revenue projections for the upcoming budget, emphasizing the need to find new revenue options to lessen the impact on taxpayers. He mentions the receipt of \$88,000 from the local options tax for the first quarter of the year, which is a significant portion of the overall revenue.

Municipal Manager annual review

The boards discussed the Municipal Manager's annual review, with Eric Duffy providing a self-review and highlights of his tenure.

Eric Duffy mentioned his growth in the role, increased comfort in dealing with the boards, and better understanding of the municipality's finances and operations.

He discussed the challenges of time management and the need to balance work demands with personal time.

Eric Duffy emphasized the importance of community engagement and the successful acquisition of the water company, despite the challenges and time demands.

C. Executive Session 1 V.S.A 313

Motion: By Chair Seton McIlroy to enter Executive Session 1 V.S.A 313 (6:07PM)

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Motion: By Vice Chair Susan Ford to enter Executive Session 1 V.S.A 313 (6:07PM)

Seconded: Keri Cole

Vote: 5-0-0 passed

Returned (6:31PM)

Upon returning from executive session, the board discussed and approved a \$10,000 bonus for Eric Duffy, allocated between the town and the village.

D. Other Business – None

E. Approval of Minutes

8.20.24

8.28.24

9.5.24

10.22.24

Motion: By Chair Seton McIlroy to approve the minutes of 8.20.24, 8.28.24, 9.5.24, 10.22.24

Seconded: Jeffrey Kahn

Vote: 5-0-0 passed

Motion: By Laura Powell to approve the minutes of 8.20.24, 8.28.24, 9.5.24,
10.22.24

Seconded: Keri Cole

Vote: 5-0-0 passed

F. Adjournment

1. Trustees

Motion: by Jeffrey Kahn to adjourn the meeting at 6:32 PM

Seconded: by Brenda Blackman

Vote: 5-0-0, passed

G.

1. Selectboard

Motion: by Greg Fullerton to adjourn the meeting at 6:32PM

Seconded: by Keri Cole

Vote: 5-0-0, passed

Respectfully submitted,

Kitty Mears Koar