

**Town & Village of Woodstock  
Selectboard & Board of Trustees Joint Meeting  
September 5th 2024  
8:15AM  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

**Present Select Board:** Chair Ray Bourgeois, Susan Ford, Greg Fullerton, Keri Cole, Laura Powell

**Present Trustee's:** Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Frank Horneck, Lisa Lawlor

**Staff:** Eric Duffy, Stephanie Appelfeller, Kathy Avellino, Kitty Mears Koar, Mike Tuller

**Public:** Jon Spector, Byron Kelly Jr.

**A. Call to order**

**1. Trustees**

- a. Seton McIlroy called the joint meeting of September 5th to order at 8:15AM.

**2. Select Board**

- a. Chair Ray Bourgeois called the joint meeting of September 5th to order at 8:15AM.

**B. Additions & deletions from agenda - none**

**C. Citizen comments – none**

**D. Vote**

**Appoint a New Administrative Officer**

Mike Tuller was introduced as the new Administrative Officer for Planning and Zoning.

Motion: By Seton McIlroy to appoint Mike Tuller as administrative officer (8:22AM)

Seconded: by Jeffrey Kahn

Vote: 5-0-0, passed

Motion: by Chair Bourgeois to appoint Mike Tuller as administrative officer. (8:22AM)

Seconded: by Susan Ford

Vote: 5-0-0, passed

**E. Discussion**

**Discussion Trustee and Selectboard yearly goals**

Eric Duffy presented an updated sheet outlining goals for housing development, effective government, affordability, and climate resiliency.

The boards discussed the importance of effective use of time for both the boards and Town Hall staff with regards to goal setting, and the attainability of goals over the next few years.

Specific goals and projects were highlighted, including the acquisition of Woodstock Aqueduct, capital projects, short term rentals, merger of the town and village, traffic and public safety, updating zoning bylaws, and wastewater treatment updates.

The board agreed on the necessity of the Woodstock Aqueduct Company and wastewater treatment projects, ranking them as top priorities.

The board discussed the creation of a capital plan, Jon Spector discussed a capital plan that was created around the time of Covid-19 but would need updating.

The board ranked the importance of the various goals and the timeline for each goal, with some projects requiring immediate attention and others being long-term.

The board emphasized the need for effective use of Town Hall staff time and the importance of delegating tasks to committees and advisory boards.

Discussion of the implementation of permitting software to streamline processes and save staff time.

The board discussed the need for a holistic approach to traffic calming and pedestrian safety, with specific goals and measurable outcomes.

The board emphasized the importance of effective communication with the public and the need for a more comprehensive communication plan.

The board highlighted the importance of updating zoning bylaws and the potential of using Two Rivers, with the understanding this is a long-term project.

The board agrees on the importance of addressing short-term rental regulations and the need for a comprehensive approach to enforcement.

Traffic goals will be added to the next Trustee Meeting X

**F. Approval of Minutes**

J Kahn

Minutes will be approved at the next meeting

Brenda Blakeman

**G. Adjournment**

**1. Selectboard**

Frank Horneck

Motion: by Chair Bourgeois to adjourn the meeting at 9:27AM

Seconded: by Susan Ford

Lisa lawlor

Vote: 5-0-0, passed

Raymond Bourgeois

**2. Trustees**

Motion: by Seton McIlroy to adjourn the meeting at 9:27AM

Seconded: by Jeffery Kahn

Susan B. Ford

Vote: 5-0-0, passed

Keri Cole

*Respectfully submitted,  
Kitty Mears Koar*

Greg Fullerton

**Signature:** *C. Seton L. McIlroy*  
**Email:** seton.l.mcilroy@gmail.com

**Signature:** *Brenda Blakeman*  
Brenda Blakeman (Nov 15, 2024 07:22 EST)  
**Email:** blakemanblb@aol.com

**Signature:** *Lisa Lawlor*  
Lisa Lawlor (Nov 14, 2024 15:25 EST)  
**Email:** lwlawlor321@gmail.com

**Signature:** *Susan B. Ford*  
Susan B. Ford (Nov 16, 2024 05:41 EST)  
**Email:** sford@townofwoodstock.org

**Signature:** *Greg Fullerton*  
Greg Fullerton (Nov 17, 2024 17:21 EST)  
**Email:** gfullerton@townofwoodstock.org

**Signature:** *John Kahn*  
John Kahn (Nov 15, 2024 10:01 EST)  
**Email:** unicornvt@gmail.com

**Signature:** *Frank Horneck*  
Frank Horneck (Nov 21, 2024 05:55 EST)  
**Email:** frankhorneck@me.com

**Signature:** *Raymond Bourgeois*  
Raymond Bourgeois (Nov 14, 2024 15:25 EST)  
**Email:** rbourgeois@townofwoodstock.org

**Signature:** *Keri Cole*  
Keri Cole (Nov 17, 2024 16:34 EST)  
**Email:** kpcole@gmail.com

**Signature:** *John Powell*  
**Email:** lpowell@townofwoodstock.org

