

**Village of Woodstock  
Board of Trustees Meeting  
December 12th, 2024  
6:30 PM  
Town Hall & Zoom  
Minutes**

**Draft minutes are subject to approval.**

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

**Staff:** Eric Duffy

**Public:** Beth Finlayson, Wendy Wright Marrinan

**Call to order**

1. Chair Seton McIlroy to call the December 12<sup>th</sup> Village Trustees meeting to order at 6:30 PM

**B. Additions and Deletions**

ARPA Resolution

Wassail Weekend – Permit Change

**C. Citizen's Comments**

Beth Finlayson introduced new swag for Wassail Weekend, including a new logo.

**D. Reports**

**Manager's Report (6:32PM)**

Eric Duffy introduced Molly Maxham, a new employee in the planing and zoning office.

Eric Duffy thanked the Public Works department for their hard work during Thanksgiving and the recent snow removal efforts.

Eric Duffy mentioned the recent purchase of the Vondell property and the overwhelming support from the community.

**Financial Report (6:34PM)**

Eric Duffy provided updates on the financial situation, including issues with reconciling police revenue and the impact of staff turnover.

Jeffrey Kahn questioned the discrepancy in police revenue figures and the delay in reconciling them.

Eric Duffy acknowledged the issue and plans to investigate it further.

Eric Duffy discussed the courthouse parking revenue and the need to follow up with the courthouse for payment.

**E. Votes**

**Village Historic Preservation Commission (6:39PM)**

Wendy Wright Marrinan introduced herself and explained the purpose of the Village Historic Preservation Commission.

Wendy outlined the grant application process and the need for the village to be certified as a certified local government.

The grant would fund a consultant to help develop design guidelines for the village.

The Trustees expressed concerns about the potential financial burden on residents and the impact on housing affordability.

Wendy Marrinan clarified that the guidelines would not be mandatory but would provide a framework for development.

Eric Duffy and the Trustees discussed the potential benefits and challenges of the guidelines.

Motion: By Jeffrey Kahn approve signing the Village Historic Preservation Commission's Grant (7:11PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

### **Pride Permits (7:12PM)**

Seton Mcllroy, co-founder of Pride of Woodstock, presented permits for the upcoming Pride event.

The event includes a use of the village Green permit for the Made with Pride Arts and Crafts fair. There will be tents, tables, music, vendors and food vendors. Event 11-3PM  
Seton requested conditional approval pending the COI and a new fiscal sponsor.

Motion: By Lisa Lawlor approve use of the Green Permit pending submission of a COI (7:16PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed

Seton Mcllroy requested Banner permit for Monday June 2<sup>nd</sup> thru Sunday June 8<sup>th</sup>

Motion: By Lisa Lawlor approve banner for Pride Woodstock (7:19PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

Seton Mcllroy requested permission to place pride flags on parking meters for the Pride event from June 6<sup>th</sup>-8<sup>th</sup>

The Trustees discussed logistics and potential issues with business owners and publicity.

Motion: By Jeffrey Kahn to place Pride flags on the parking meters (7:24PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

Seton Mcllroy presented a parade permit for the high heel race, with changes to the start and finish lines and logistics for street closures.

The trustees discussed the logistics of the high heel race, including street closures and detours

Seton Mcllroy agreed to make changes to the route and logistics based on the trustees' feedback.

Motion: By Lisa Lawlor to approve the Parade Permit for the High Heel Race June 7<sup>th</sup> 9-11AM (7:30PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

### **ARPA Resolution**

Eric Duffy explained the need to pass a resolution to allocate remaining ARPA funds to the footbridge project, amounting to \$30,093.53.

Seton McIlroy reads the resolution detailing the allocation of ARPA funds to the footbridge within the village's general fund through March 2025.

Motion: By Jeffrey Kahn approve the resolution as read by Seton McIlroy (7:33PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

The Trustee's signed the resolution.

### **Wassail Update**

Beth Finlayson expressed concerns from vendors about the bridge's width being insufficient for their needs and requested to move vendors to the Green and not use the bridge. The Middle Bridge and Mountain Ave will not be closed because of this change.

Jeffrey Kahn confirmed the number of vendors remains the same, and Lisa Lawlor inquired about the bus drop-off location.

Beth Finlayson clarified that no parking signs will be placed on River Street, and volunteers will manage the parade.

Motion: By Jeffrey Kahn to move the artisan market from the covered bridge to the village Green (7:38PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

### **STR Discussion**

#### **Current permits and overall numbers**

Eric Duffy provided an update on the STRS (Short-Term Rental Services) software, identifying 25 properties in the village as short-term rentals.

As of December 5, 12 properties are actively listing, and 10 applications have been received, generating approximately \$17,500 in revenue.

The new ordinance will go into effect on January 12, allowing for enforcement against unregistered short-term rentals.

### **Wassail Prep**

Eric Duffy outlined the Wassail preparation, including public works handling trash pickup. Town Hall parking lot will be blocked off for Town Hall employees and Pentangle Parking.

### **Village Meeting Prep (7:40PM)**

#### **Dedication of Booklet**

Eric Duffy mentioned the need for the Trustees to decide on the dedication of the booklet for the village meeting and any additional content for the warning.

Jeffrey Kahn suggested dedicating the book to Michelle Sutherland for her long-term service to the town and village.

### **Easement for Central Street (7:44PM)**

Seton Mclroy introduced the easement for Central Street, detailing the terms including a \$600 annual fee starting September 1, 2025.

The Trustees discussed the temporary construction easement and its impact on parking during installation.

Motion: By Chair Mclroy to approve the easement with the addition of a 1000-gallon propane tank (7:52PM)

Seconded: Frank Horneck

Vote: 5-0-0 passed

### **FY26 Budget**

Eric Duffy explained the budget delay due to the water system and the estimated tax rate increases for the village (17.3%) and town (9.2%).

The village's budget is \$1.6 million, with a projected increase in local receipts from \$803,000 to \$837,000.

Eric Duffy discussed what items in the budget were decreased.

Jeffrey Kahn suggested cutting non-essential expenses, such as the rifle purchase for the police department.

Eric Duffy emphasized the importance of maintaining a buffer in the budget to avoid running a deficit.

Jeffrey Kahn suggested increasing parking ticket fines to generate additional revenue.

The Trustees agreed to review the budget over the weekend and reconvene to discuss further cuts and revenue-generating ideas

Seton Mclroy suggested scheduling another meeting for January 1 to finalize the budget.

Eric Duffy proposed meeting with both the Trustees and the Selectboard to discuss potential cuts and revenue ideas.

#### **F. Executive Session 1 V.S.A 313**

Motion: By Chair Seton Mclroy enter Executive Session 1 V.S.A 313 (8:23PM)

Seconded: Brenda Blakeman

Vote: 5-0-0 passed (returned 9:07PM)

#### **G. Approval of Minutes**

11.12.24

11.21.24

Motion: By Jeffrey Kahn approve the minutes from 11.12.24, 11.21.24 (9:08PM)

Seconded: Lisa Lawlor

Vote: 5-0-0 passed

#### **J. Adjournment**

Motion: by Chair Seton McIlroy to adjourn the meeting at (9:08PM)

Seconded: Frank Horneck

Vote: 5-0-0, passed.

*Respectfully submitted,  
Kitty Mears Koar*