TOWN OF WOODSTOCK NY - TOWN BOARD MEETING

45 COMEAU DRIVE, WOODSTOCK NY 12498

6:30PM EXECUTIVE SESSION 7PM, JULY 21, 2026

AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. RESOLUTIONS

C.1 RESOLUTION APPROVING MEETING MINUTES

C.2 RESOLUTION ACCEPTING CLERK'S REPORT

C.3 RESOLUTION AUTHORIZING PAYMENT OF VOUCHERS

C.4 RESOLUTION AUTHORIZING APPLICATION TO NYS CLIMATE SMART COMMUNITIES GRANT PROGRAM

C.5 RESOLUTION HIRING TEMPORARY STAFF

C.6 RESOLUTION ESTABLISHING THE TOWN OF WOODSTOCK GARDEN COMMITTEE

C.7 RESOLUTION AUTHORIZNG MODIFICATION OF THE REQUEST FOR PROPOSALS FOR LOCAL FLOOD ANALYSIS.

C.8 RESOLUTION AUTHORIZING A RESOLUTION RESCINDING THE MARCH 11, 2025 SEQRA CLASSIFICATION, ACCEPTING EAF PART 1, CLASSIFYING THE ANDY LEE FIELD RECREATIONAL CAMPUS PROJECT AS A TYPE I ACTION, AND INITIATING COORDINATED LEAD AGENCY REVIEW

C.9 RESOLUTION REVISING THE TIMELINE FOR THE TOWN WIDE PROPERTY REVALUATION

C.10 RESOLUTION AUTHORIZATING THE TOWN SUPERVISOR TO ENGAGE A STAFFING COMPANY

C.11 RESOLUTION AUTHORIZING POSSESSION OF ABANDONED VEHICLE

C.12 RESOLUTION APPOINTING NEW MEMBER TO THE ZONING BOARD OF APPEALS

C. 13 RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A LEASE WITH THE FIRST CHURCH OF CHRISTIAN FOR THE GOOD NEIGHBOR FOOD PANTRY

C.14 RESOLUTION AUTHORIZING A TRANSFER FROM GENERAL UNASSIGNED FUND BALANCE FOR A NEW SCOREBOARD

D. PRESENTATION

- SAUGERTIES ANIMAL SHELTER

E. DISCUSSIONS/ANNOUNCEMENTS

E.1 – SOUND/NOISE – LIAISON FROM TOWN BOARD

F. PUBLIC BE HEARD

G. ADJOURNMENT

RESOLUTIONS

RESOLUTION APPROVING MEETING MINUTES

BE IT RESOLVED, to accept minutes for meetings held on June 2, 2026 and June 9, 2026.

RESOLUTION ACCEPTING CLERK'S REPORT

BE IT RESOLVED, to accept Town Clerk's report.

RESOLUTION AUTHORIZING PAYMENT OF VOUCHERS

BE IT RESOLVED, to authorize payment of vouchers in the amount of $363,616.37
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RESOLUTION AUTHORIZING APPLICATION TO NYS CLIMATE SMART COMMUNITIES GRANT PROGRAM

WHEREAS, the Town of Woodstock, New York, hereby requests financial assistance from the New York State Climate Smart Communities Grant Program pursuant to Environmental Conservation Law Article 54, Title 15; and

WHEREAS, the Town of Woodstock certifies that it has identified up to **$**40,000 of matching funds from the General fund unassigned balance pursuant to the requirements of Environmental Conservation Law Article 54, Title 15; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby establishes a Capital Project Fund called Flood Analysis Capital (.106) and corresponding capital budget line for the Climate Smart Communities Grant Project; and

BE IT FURTHER RESOLVED, that the sum of up to $40,000 is hereby appropriated from the General unassigned fund balance and transferred to such Capital Project Fund to serve as the Town's required local matching share for the project, subject to all necessary budgetary and accounting procedures; and

BE IT FURTHER RESOLVED, that the Town of Woodstock hereby authorizes the Town Supervisor to act on behalf of the Town in the submission of an application through the New York State Consolidated Funding Application in Climate Smart Communities Grant funding, and to execute all documents and agreements necessary and appropriate to carry out the purposes of this

RESOLUTION AUTHORIZING THE HIRING OF TEMPORARY STAFFING COMPANY

WHEREAS, the Town of Woodstock requires temporary staff to support Town operations; and

WHEREAS, the individuals listed on Attachment A have been recommended for temporary employment in the positions and at the rates of pay set forth therein;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the hiring of the temporary staff listed on Attachment A for the positions and rates of pay specified therein, for the period beginning June 29, 2026, and ending August 14, 2026; and

BE IT FURTHER RESOLVED, that the Town Supervisor and appropriate Town officials are authorized to take all actions necessary to implement this resolution.

RESOLUTION ESTABLISHING THE TOWN OF WOODSTOCK GARDEN COMMITTEE

WHEREAS, the Town of Woodstock recognizes the importance of maintaining an organized, fair, and well-managed community garden program; and

WHEREAS, the Town Board wishes to establish a committee to address matters affecting community gardeners and to provide recommendations concerning the operation and improvement of the community garden;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby establishes the Town of Woodstock Garden Committee**,** consisting of no more than five members appointed by the Town Board; and

BE IT FURTHER RESOLVED, that the Garden Committee shall be tasked with:

1. Developing and recommending policies, procedures, and rules for the orderly operation of the community garden;
2. Reviewing and addressing matters affecting gardeners and the use of the community garden;
3. Promoting clear, respectful, timely, and appropriate communication among gardeners, committee members, Town officials, and Town staff;
4. Holding meetings at least once each month, unless the Town Board determines otherwise;
5. Preparing minutes of each meeting and submitting those minutes to the Town Clerk for public posting;
6. Identifying operational concerns, maintenance needs, improvements, and other matters involving the community garden; and
7. Making recommendations to the Town Board for consideration and approval.

BE IT FURTHER RESOLVED, that the Garden Committee shall serve in an advisory capacity only and shall not have the authority to bind the Town, expend Town funds, enter into contracts, direct Town employees, or establish final policies without prior approval of the Town Board; and

BE IT FURTHER RESOLVED, that all meetings and activities of the Garden Committee shall be conducted in accordance with applicable Town policies and New York State law; and

BE IT FURTHER RESOLVED, that the Town Supervisor and other appropriate Town officials are authorized to take all actions necessary to implement this resolution.

RESOLUTION AUTHORIZING MODIFICATION OF THE REQUEST FOR PROPOSALS FOR LOCAL FLOOD ANALYSIS

WHEREAS, the Town of Woodstock previously prepared a Request for Proposals for professional services to conduct a local flood analysis of the Willow area; and

WHEREAS, the Town Board has determined that the scope of the Request for Proposals should be expanded to include the Lake Hill area in addition to the Willow area;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the modification of the Request for Proposals for Local Flood Analysis to include an analysis of flooding conditions, risks, and potential mitigation measures in both Willow and Lake Hill; and

BE IT FURTHER RESOLVED, that all references in the Request for Proposals to the Willow area alone shall be revised, as appropriate, to reflect the inclusion of both the Willow and Lake Hill areas; and

BE IT FURTHER RESOLVED, that the Town Supervisor and appropriate Town officials are authorized to revise and issue the modified Request for Proposals and to take all actions necessary to implement this resolution.

A RESOLUTION RESCINDING THE MARCH 11, 2025 SEQRA CLASSIFICATION, ACCEPTING EAF PART 1, CLASSIFYING THE ANDY LEE FIELD RECREATIONAL CAMPUS PROJECT AS A TYPE I ACTION, AND INITIATING COORDINATED LEAD AGENCY REVIEW

WHEREAS, on March 11, 2025, the Town Board declared itself lead agency and classified the Andy Lee Field Recreational Campus project (the "Project") as an Unlisted action under 6 NYCRR Part 617, without a completed Full Environmental Assessment Form Part 1; and

WHEREAS, the Project site is publicly owned parkland (Andy Lee Field/Andy Woodstock Memorial Park), and the Project as currently proposed includes new construction, site regrading, and parking expansion across a portion of the approximately 16.42-acre park; and

WHEREAS, 6 NYCRR § 617.4(b)(10) classifies as Type I any Unlisted action exceeding 25 percent of any threshold in § 617.4 that occurs wholly or partially within or substantially contiguous to publicly owned parkland; and

WHEREAS, based on the scope of the Project as reflected in the Master Plan, the Project may also independently meet or exceed the threshold at 6 NYCRR § 617.4(b)(6)(i) (physical alteration of 10 acres); and

WHEREAS, a Full Environmental Assessment Form Part 1 for the Project has now been prepared and is before the Board; and

WHEREAS, the Town Board finds that its March 11, 2025 classification of the Project as Unlisted was made without the benefit of a completed EAF Part 1 and should be rescinded and superseded; and

WHEREAS, the Town has engaged EDR and Phinney Design Group in connection with the Master Plan for the Project, and the Town Board wishes to confirm that a qualified environmental consultant is available to assist the Town Board, as SEQRA lead agency, with the coordinated review, EAF Parts 2 and 3, and related studies required for a Type I action.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board's March 11, 2025 classification of the Project as an Unlisted action is hereby rescinded; and be it further

RESOLVED, that the Town Board hereby accepts the Full Environmental Assessment Form Part 1 for the Project; and be it further

RESOLVED, that the Project is hereby classified as a Type I action pursuant to 6 NYCRR § 617.4(b)(10) (and, to the extent applicable, § 617.4(b)(6)(i)); and be it further

RESOLVED, that the Town Clerk is directed to circulate the accepted EAF Part 1, together with a Lead Agency Coordination Request, to all potentially involved agencies (including, without limitation, the New York State Department of Environmental Conservation, New York State

Parks, Woodstock Planning Board Recreation & Historic Preservation, Ulster County Department of Health, and any state agency from which the Town is seeking funding or approval for the Project), providing the 30-calendar-day response period required by 6 NYCRR § 617.6(b)(3); and be it further

RESOLVED, that, subject to the coordinated review process, the Town Board expresses its intent to serve as lead agency for SEQRA review of the Project, with a determination of significance to follow completion of EAF Parts 2 and 3; and be it further

RESOLVED, that the Town Supervisor is authorized and directed to determine whether EDR and/or Phinney Design Group possess sufficient SEQRA and environmental review qualifications and capacity to assist the Town Board with SEQRA compliance for the Project; and be it further

RESOLVED, that, in the event neither firm is so qualified or available, the Town Supervisor is authorized to issue a Request for Qualifications (RFQ) for a qualified environmental consultant to assist the Town Board with SEQRA compliance for the Project, consistent with the Town's procurement policy.

RESOLUTION REVISING THE TIMELINE FOR THE TOWN-WIDE PROPERTY REVALUATION

WHEREAS, in 2025, the former administration determined that the Town of Woodstock should begin a town-wide property revaluation process near the end of that year; and

WHEREAS, the Town Assessor and staff of the Assessor's Office have been working diligently and have performed their responsibilities with professionalism, care, and a strong commitment to accuracy and fairness; and

WHEREAS, the Town Supervisor and the Assessor's Office have reviewed the work required to complete the revaluation, including the preparation and submission of all required New York State forms and documentation, the review and verification of property information, and the need to provide residents with clear and timely information concerning the process; and

WHEREAS, the Town Board recognizes that sufficient time is necessary to complete the revaluation carefully, maintain the high quality of the work being performed, and provide meaningful public education and outreach before the revaluation is implemented; and

WHEREAS, revising the schedule will allow the Town to proceed in a thorough, transparent, and orderly manner while ensuring compliance with all applicable requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby revises the timeline for the town-wide property revaluation so that the revaluation will be implemented for the 2028 assessment roll, subject to all applicable New York State requirements; and

BE IT FURTHER RESOLVED, that the Assessor's Office is authorized and directed to continue the necessary data collection, property review, documentation, quality-control, and administrative work required for the revaluation; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Assessor's Office shall develop and implement a public information and outreach process to explain the purpose, procedures, timeline, and potential effects of the revaluation to property owners and residents; and

BE IT FURTHER RESOLVED, that the Town Board expresses its appreciation to the Town Assessor and the staff of the Assessor's Office for the excellent work they have performed and for their continued commitment to a fair, accurate, and professionally administered assessment process.

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO ENGAGE A STAFFING COMPANY

WHEREAS, the Town of Woodstock may require staffing assistance to maintain normal Town operations and provide personnel for departmental needs; and

WHEREAS, the Town Board wishes to authorize the use of a qualified staffing company when needed;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the Town Supervisor to engage a qualified staffing company to provide staffing for normal Town operations, subject to available budget appropriations, applicable procurement requirements, and approval of any agreement as to form by the Town Attorney; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute all necessary documents and take all actions required to implement this resolution.

RESOLUTION AUTHORIZING POSSESSION OF ABANDONED VEHICLE

WHEREAS, a 2011 Honda Acura ZDX, Vehicle Identification Number: 2HNYB1H47BH500675, has remained unclaimed at the Town of Woodstock Highway Department property for several years; and

WHEREAS, the Woodstock Police Department has worked with the Town Supervisor and the New York State Department of Motor Vehicles to identify and notify all prior owners and any other parties having a recorded interest in the vehicle; and

WHEREAS, all required notices have been provided, the applicable time to claim the vehicle has expired, and the vehicle remains unclaimed; and

WHEREAS, the Town has determined that the vehicle is abandoned and that the Town may take possession and ownership of the vehicle;

BE IT FUTHER RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the Town Supervisor to take possession of and obtain title to the abandoned vehicle on behalf of the Town; and

BE IT FUTHER RESOLVED, that following the mechanical inspection the Town Supervisor is authorized either to retain and assign the vehicle for official Town employee use or to sell the vehicle in accordance with applicable law and Town procedures, based upon what is determined to be in the best interest of the Town; and

BE IT FUTHER RESOLVED, that the Town Supervisor is authorized to execute all title applications, bills of sale and other documents necessary to complete the transfer, registration, retention or sale of the vehicle.

RESOLUTION APPOINTING NEW MEMBER TO THE ZONING BOARD OF APPEALS

WHEREAS, a vacancy exists on the Town of Woodstock Zoning Board of Appeals; and

WHEREAS, the Town Board has determined that Olivia Twine is qualified to serve as a member of the Zoning Board of Appeals;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby appoints Olivia Twine to the Zoning Board of Appeals, effective immediately, for a term ending 12/31/29; and

BE IT FURTHER RESOLVED, that this appointment is subject to all applicable training and other requirements of New York State law and the Town of Woodstock.

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO EXECUTE A LEASE WITH THE FIRST CHURCH OF CHRISTIAN SCIENCE FOR THE GOOD NEIGHBOR FOOD PANTRY

WHEREAS, the Good Neighbor Food Pantry provides food assistance and other vital support to residents of the Town of Woodstock and the surrounding community; and

WHEREAS, The First Church of Christian Science has presented a lease for premises to be used for the operation of the Good Neighbor Food Pantry; and

WHEREAS, the proposed lease is for a term of one year, beginning July 14, 2026, and ending July 13, 2027; and

WHEREAS, the Town Board wishes to authorize the execution of the lease, subject to appropriate insurance protections for the Town;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the Town Supervisor to execute, on behalf of the Town, a lease with The First Church of Christian Science for premises to be used by the Good Neighbor Food Pantry for the following term:
Beginning: July 14, 2026
Ending: July 13, 2027

BE IT FURTHER RESOLVED, that the Good Neighbor Food Pantry shall add the Town of Woodstock as an additional insured on its applicable insurance policies and shall provide the Town with satisfactory proof of such coverage before occupying or using the leased premises; and

BE IT FURTHER RESOLVED, that the lease shall be subject to approval as to form by the Town Attorney and compliance with all applicable legal, insurance, and budgetary requirements; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any related documents and take all actions reasonably necessary to implement this resolution.

RESOLUTION AUTHORIZING A TRANSFER FROM GENERAL UNASSIGNED FUND BALANCE FOR A NEW SCOREBOARD

WHEREAS, the Town of Woodstock wishes to purchase and install a new scoreboard as part of the Rick Voltz Improvement project; and

WHEREAS, the existing scoreboard includes a memorial sign honoring Norma Brody, and the Town Board wishes to ensure that the Norma Brody memorial recognition is retained and incorporated into the new scoreboard; and
WHEREAS, funds are available in the General Fund Unassigned Fund Balance for this purpose;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the transfer of $4,905.51 from the General Fund Unassigned Fund Balance to Rick Voltz Improvement, Account CP H08297.20, for the purchase and installation of a new scoreboard; and

BE IT FURTHER RESOLVED, that the new scoreboard shall retain and prominently display the Norma Brody Memorial designation or sign; and

BE IT FURTHER RESOLVED, that the Town Supervisor, Finance Department, and other appropriate Town officials are authorized to make the necessary budget entries and take all actions required to implement this resolution.