Town of Woodstock, NY
Town Board Meeting
Tuesday, September 22, 2026
Meeting held at 45 Comeau Dr. and broadcast on YouTube Live
MEETING MINUTES

MEMBERS PRESENT

- Supervisor Anula Courtis
- Councilperson Lily Korolkoff
- Councilperson Laura Ricci
- Councilperson Reginald Earls

MEMBERS ABSENT

- Councilperson Laurie Osmond

Recording Secretary: Rebekah Brooks, Acting Town Clerk

Members of the Press
- Nick Henderson (Hudson Valley One)
- Bill Kimble (Daily Freeman)
- Isabella Schoonover (Overlook News)

CALL TO ORDER

Supervisor Courtis began with the pledge of allegiance and called the meeting to order at 7:00pm. She then opened the public hearing on proposed Local Law No. 2, Amending Chapter 7 (Alarm Systems) of the Code of the Town of Woodstock and the Town Clerk invited public comment.

PUBLIC COMMENTS

One member of the public spoke and commented that this was a great idea and asked for these fines to be expanded to apply to other false alarms as well.

As there were no further comments, Supervisor Courtis closed the public hearing at 7:02pm, seconded by Councilperson Ricci, and carried as all present voted Aye.

RESOLUTIONS

- 211-2026 Resolution Approving Meeting Minutes
- 212-2026 Resolution Accepting Clerk's Report
- 213-2026 Resolution Authorizing Payment of Vouchers
- 214-2026 Resolution Accepting Employee Resignation
- 215-2026 Resolution Adopting Local Law No. 2 Of 2026, On A Local Law Amending Chapter 7 (Alarm Systems) Of The Code Of The Town Of Woodstock
- 216-2026 Resolution Authorizing The Installation Of A Replacement Historical Society Of Woodstock Sign On Comeau Drive
- 217-2026 Waiver Of Thirty-Day Notice Requirement For Liquor License Application Of Oriole 9.1 Inc
- 218-2026 Waiver Of Thirty-Day Notice Requirement For Liquor License Application Of Seafare Llc.
- 219-2026 Resolution Authorizing a Telecommunications Audit Agreement
- 220-2026 Resolution Authorizing Topographic Surveys for the Zena Highwoods and 3 Mile Properties

RESOLUTION 211-2026

Resolution Approving Meeting Minutes

BE IT RESOLVED, to accept minutes for meetings held on August 4, 2026 and August 18, 2026.

MOTION: Supervisor Courtis
SECOND: Councilperson Korolkoff

VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

RESOLUTION 212-2026

Resolution Accepting Clerk's Report

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

MOTION: Supervisor Courtis
SECOND: Councilperson Ricci

VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

RESOLUTION 213-2026

Resolution Authorizing Payment of Vouchers

BE IT RESOLVED, to authorize payment of vouchers in the amount $313,066.82.

MOTION: Supervisor Courtis
SECOND: Councilperson Earls

VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

RESOLUTION 214-2026

Resolution Accepting Employee Resignation

WHEREAS, Yvonne Rojas-Cowan has submitted her resignation from the Town of Woodstock Supervisor's Office;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby accepts the resignation of Yvonne Rojas-Cowan, effective September 25, 2026, and

BE IT FURTHER RESOLVED, to thank Yvonne for all of her hard work.

MOTION: Supervisor Courtis
SECOND: Councilperson Ricci

VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

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RESOLUTION 215-2026

Resolution Adopting Local Law No. 2 Of 2026, On A Local Law Amending Chapter 7 (Alarm Systems) Of The Code Of The Town Of Woodstock

WHEREAS, the Town Board of the Town of Woodstock (the "Town Board") has proposed a new Local Law for the Year 2026, entitled "A Local Law Amending Chapter 7 (Alarm Systems) of the Code of the Town of Woodstock" (the "Proposed Local Law"), as attached here; and

WHEREAS, the Town Board finds that a significant and growing share of fire department responses within the Town are attributable to false alarms and water intrusion events that are recurring, preventable, and within the control of property owners and alarm system users, and that such responses divert volunteer firefighters from genuine emergencies and accelerate fatigue among members; and

WHEREAS, the Proposed Local Law seeks to update Chapter 7 of the Town Code, originally adopted in 2001, by revising the false alarm fine schedule, establishing a new enforcement framework for water intrusion events, incorporating the alarm company liability authority conferred by General Business Law § 69-vvv, and clarifying the respective roles of Town and fire district personnel in the administration and enforcement of the chapter; and

WHEREAS, the Proposed Local Law establishes a Notice of Alarm Incident reporting procedure modeled on the existing chimney fire reporting structure, authorized pursuant to the agreement of the Board of Fire Commissioners of the Woodstock Fire District as memorialized by District resolution dated July 9, 2026, under which fire department members document alarm responses in a ministerial capacity and transmit records to the Town's Alarm Administrator for enforcement purposes; and

WHEREAS, the Town Board has determined that the Proposed Local Law is a Type II action under 6 NYCRR Part 617 of the State Environmental Quality Review Act regulations and is therefore not subject to environmental review; and

WHEREAS, the Town Board held a duly noticed public hearing on the Proposed Local Law on the 22nd day of September, 2026, at 7:00 p.m. at Woodstock Town Hall, 45 Comeau Drive, Woodstock, New York, at which all interested parties were afforded the opportunity to be heard; and

WHEREAS, the Town Board has considered the public comments received and finds that it is in the best interests of the Town of Woodstock to adopt the Proposed Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby adopts Local Law No. 2 of 2026, entitled "A Local Law Amending Chapter 7 (Alarm Systems) of the Code of the Town of Woodstock," a copy of which is attached hereto and made a part hereof; and be it further

RESOLVED, that the Town Clerk is hereby directed to file the aforesaid Local Law with the New York Secretary of State in accordance with Section 27 of the Municipal Home Rule Law; and be it further

RESOLVED, that this Local Law shall take effect immediately upon filing with the Secretary of State.

MOTION: Supervisor Courtis
SECOND: Councilperson Ricci

VOTE

Supervisor Courtis	- Aye
Councilperson Earls	- Aye
Councilperson Korolkoff	- Aye
Councilperson Ricci	- Aye

Resolution adopted 4-0

Discussion

Fire Commissioner Evan Holland thanked the board members and said he looks forward to working with them to create public education so that everyone is aware of this change. Supervisor Courtis thanked him and Symon Hallam for their work over the last few months, and Councilperson Ricci thanked the Fire Department in general for their service.

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RESOLUTION 216-2026

Resolution Authorizing The Installation Of A Replacement Historical Society Of Woodstock Sign On Comeau Drive

WHEREAS, the Historical Society of Woodstock ("HSW") has requested authorization to install a permanent replacement sign on Comeau Drive to identify the Historical Society and the other entities located at the site; and

WHEREAS, the proposed replacement sign will improve visibility and wayfinding for residents and visitors; and

WHEREAS, the existing sign has proven to be too small to adequately direct members of the public to the Historical Society and associated facilities; and

WHEREAS, the proposed replacement sign has been reviewed and approved by the Comeau Stewardship Advisory Committee (CSAC) and the Woodstock Land Conservancy (WLC);

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes the installation of a permanent replacement Historical Society of Woodstock sign on Comeau Drive; and

BE IT FURTHER RESOLVED, that the replacement sign is authorized as a permanent replacement for the existing sign, which has become inadequate due to its size and relocation; and

BE IT FURTHER RESOLVED, that the Town Supervisor and any other appropriate Town officials are authorized to take such actions as may be necessary to implement this Resolution.

MOTION: Supervisor Courtis
SECOND: Councilperson Korolkoff

VOTE

Supervisor Courtis	- Aye
Councilperson Earls	- Aye
Councilperson Korolkoff	- Aye
Councilperson Ricci	- Aye

Resolution adopted 4-0

Discussion

Supervisor Courtis thanked Town Historian Richard Heppner for taking care of this.

RESOLUTION 217-2026

Waiver Of Thirty-Day Notice Requirement For Liquor License Application Of Oriole 9.1 Inc.

WHEREAS, Oriole 9.1 Inc., located at 17 Tinker St, Woodstock, NY 12498, has notified the Town of Woodstock of its intent to file an application with the New York State Liquor Authority for an On-Premises Liquor License pursuant to Section 64(2-a) of the Alcoholic Beverage Control Law; and

WHEREAS, the applicant is currently in compliance with all applicable Local Laws of the Town of Woodstock and does not have any outstanding violations at this time; and

WHEREAS, the Town Board has reviewed the request and finds no reason to delay consideration of said application;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby waives, in this instance, the thirty (30) day period to review said application and consents to the issuance of an On-Premises Liquor License by the New York State Liquor Authority to Oriole 9.1 Inc.

MOTION: Supervisor Courtis
SECOND: Councilperson Ricci

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VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

RESOLUTION 218-2026

Waiver Of Thirty-Day Notice Requirement For Liquor License Application Of Seafare Llc.

WHEREAS, SeaFare LLC, located at 261 Tinker Street, Woodstock, NY 12498, has notified the Town of Woodstock of its intent to file an application with the New York State Liquor Authority for an On-Premises Liquor License pursuant to Section 64(2-a) of the Alcoholic Beverage Control Law; and

WHEREAS, the applicant is currently in compliance with all applicable Local Laws of the Town of Woodstock and does not have any outstanding violations at this time; and

WHEREAS, the Town Board has reviewed the request and finds no reason to delay consideration of said application;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby waives, in this instance, the thirty (30) day period to review said application and consents to the issuance of an On-Premises Liquor License by the New York State Liquor Authority to SeaFare, LLC.

MOTION: Supervisor Courtis
SECOND: Councilperson Earls

VOTE
Supervisor Courtis - Aye
Councilperson Earls - Aye
Councilperson Korolkoff - Aye
Councilperson Ricci - Aye

Resolution adopted 4-0

RESOLUTION 219-2026

Resolution Authorizing a Telecommunications Audit Agreement

WHEREAS, the Town Board of the Town of Woodstock desires to identify potential cost savings and efficiencies in the Town's telecommunications services and related expenditures; and

WHEREAS, Walter A. McDermott Telephone Auditing Services has offered to conduct a telecommunications and phone service audit at no cost to the Town; and

WHEREAS, under the proposed agreement, the Town will incur no fees or charges unless savings are identified and implemented; and

WHEREAS, any compensation to Walter A. McDermott Telephone Auditing Services shall be limited to fifty percent (50%) of the credit or refund provided to the Town as a result of the audit and subsequent recommendations, for a period of one (1) year following implementation of such savings;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Woodstock hereby authorizes Walter A. McDermott Telephone Auditing Services to conduct a telecommunications and phone service audit for the purpose of identifying potential cost savings to the Town at no cost to the Town; and

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BE IT FURTHER RESOLVED, that should savings be identified and implemented, the Town shall compensate Walter A. McDermott Telephone Auditing Services in an amount equal to fifty percent (50%) of the actual savings realized by the Town for a period of one (1) year from the date such savings are implemented; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any agreements and documents necessary to carry out the intent of this resolution, subject to review by the Town Attorney.

MOTION: Supervisor Courtis
SECOND: Councilperson Ricci

VOTE

Supervisor Courtis	- Aye
Councilperson Earls	- Aye
Councilperson Korolkoff	- Aye
Councilperson Ricci	- Aye

Resolution adopted 4-0

Discussion

Councilperson Ricci asked to clarify what this might entail, to which Supervisor Courtis explained it would be primarily looking at Town landline phones (Spectrum or Verizon). She hopes the Town Board would look at standardizing who gets their cell phone reimbursed and at what cost and that perhaps the Town could save costs with a new plan.

RESOLUTION 220-2026

Resolution Authorizing Topographic Surveys for the Zena Highwoods and 3 Mile Properties

WHEREAS, the Town Board of the Town of Woodstock has determined that topographic surveys of the Zena Highwoods property and the 3 Mile property are necessary to assist the Town in evaluating, planning, and developing future improvements and uses of these properties; and

WHEREAS, Donald Brewer Surveying Inc. has submitted proposals to conduct such surveys;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the hiring of Donald Brewer Surveying Inc. to conduct a topographic survey of the Zena Highwoods property at a cost not to exceed $4,640; and

BE IT FURTHER RESOLVED, that the Town Board hereby authorizes the hiring of Donald Brewer Surveying Inc. to conduct a topographic survey of the 3 Mile property at a cost not to exceed $10,000; and

BE IT FURTHER RESOLVED, that the costs of these surveys shall be paid from ARPA funds; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any documents necessary to effectuate this resolution.

MOTION: Supervisor Courtis
SECOND: Councilperson Korolkoff

VOTE

Supervisor Courtis	- Aye
Councilperson Earls	- Aye
Councilperson Korolkoff	- Aye
Councilperson Ricci	- Aye

Resolution adopted 4-0

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ADDITIONAL MENTIONS

Supervisor Courtis noted that Public-Be-Heard would not be held tonight. The Board will be having several meetings as part of the budget process, filing the tentative budget with the Town Clerk by 9/30 and setting a special Town Board Meeting on 10/1 or 10/2 to present the budget to the Board. The Board will then have time to review and meet with Department heads (open to the public). At that meeting, public hearings will be set and announced for the separate districts: on-site, water, and sewer.

Councilperson Korolkoff mentioned there will be a dedication of the Historical Society's new archives building on October 24.

Councilperson Ricci mentioned how we are using YouTube Live now to broadcast town meetings and for anyone to send feedback to Town Clerk Rebekah Brooks.

On the matter of 10 Church Road, Supervisor Courtis reported that Councilperson Osmond had assisted in contacting engineering companies and that bids were expected to come in. She also noted that Arlene Weissman of WEC had provided assistance.

ADJOURNMENT

Supervisor Courtis made a motion to adjourn at 7:18pm, seconded by Councilperson Earls and carried as all present voted Aye.

Respectfully Submitted,

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Rebekah Brooks, Acting Town Clerk

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