

DRAFT:

TOWN OF WOODSTOCK
TOWN BOARD MEETING
6:00 PM NOVEMBER 5TH, 2025
45 COMEAU GREAT ROOM/ VIA ZOOM
TOWN BOARD MEETING MINUTES

Supervisor: Bill McKenna (Presiding)

Council Members Present:

- Councilmember Bennet Ratcliff - Participated Via Zoom
- Councilmember Laura Ricci
- Councilmember Anula Courtis
- Councilmember Maria-Elena Conte – Participated Via Zoom

Meeting Called to Order: 6:00 PM by Supervisor McKenna

Press Present: Nick Henderson & Noah Eckstein

PUBLIC HEARING:

2026 Budget

RESOLUTIONS:

- Adopt 2026 Budget
- Town Clerk
- Highway Surplus
- Library Bond
- Authorize Supervisor to Sign MOU
- Police Full-Time Hire
- Schedule Public Hearing
- Accept CDE Electric Inc. Bid
- Transfer

RESOLUTIONS:

RESOLUTION 195-2025

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

WHEREAS, on October 28th, 2025 the Woodstock Town Board adopted the preliminary 2026 budget and,

WHEREAS, providing for proper notice, scheduled a public hearing for November 5th at 6:00 PM at the Town Offices at 45 Comeau Drive, and

WHEREAS, such public hearing was opened at the time and place of proper notice; and
WHEREAS, comments and questions from the public were duly entertained; and
WHEREAS, the proposed 2026 budget levy falls within the limits of the New York State Tax Cap Law and therefore does not require special legislation for its adoption,
THEREFORE, BE IT RESOLVED, to close the public hearing, and
BE IT FURTHER RESOLVED, to enter into the minutes of this proceeding the cover sheet for the 2026 budget indicating the 2026 levies for the General, Highway, Garden Lighting, Woodstock Lighting, Hamlet Sewer, On-Site Sewer, and Water funds, and
BE IT FURTHER RESOLVED, to adopt the 2026 budget

All voted 5-0:

- Supervisor McKenna – Aye
- Councilmember Ricci – Aye
- Councilmember Ratcliff – Aye
- Councilmember Courtis – Aye
- Councilmember Conte – Aye

RESOLUTION 178-2025 -TABLED

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

WHEREAS, the duly elected Town Clerk of the Town of Woodstock has announced retirement prior to the completion of her elected term, thereby creating a vacancy in the Office of Town Clerk; and

WHEREAS, pursuant to New York State Town Law §30(4), the Town Board is authorized to fill such vacancy by appointment until the next biennial town election; and

WHEREAS, the Town Board, after due consideration, has determined that it will not appoint a new Town Clerk at this time, but will rely on the First Deputy Town Clerk to carry out and fulfill all statutory, administrative, and operational duties of the Town Clerk's Office to ensure uninterrupted service to the public; and

WHEREAS, under Town Law §30(10), the Deputy Town Clerk is empowered to act generally for and in place of the Town Clerk in the event of a vacancy or absence, and to discharge all duties required by law of the Town Clerk; and

WHEREAS, the Town Board recognizes that the First Deputy Town Clerk, by assuming the full legal and administrative responsibilities of the Town Clerk, will effectively perform the duties and obligations of that office; and

WHEREAS, the Town Board finds it fair and appropriate that the First Deputy Town Clerk be compensated at the rate of the Town Clerk's budgeted salary during the period in which she performs these full duties and responsibilities; and

WHEREAS, the Town Board further recognizes the need for adequate office staffing and public service continuity, and wishes to authorize the acting clerk to appoint additional deputy clerks, subject to Town Board approval, as necessary for the efficient and transparent operation of the Clerk's Office; and

WHEREAS, the Town Board remains committed to maintaining stability, transparency, and high-quality service to the residents of the Town of Woodstock during this period of transition; **NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Woodstock hereby authorizes the First Deputy Town Clerk to assume and perform all statutory, administrative, and operational duties of the Town Clerk effective immediately upon the retirement of the incumbent Clerk, and continuing until a new Town Clerk is elected and sworn into office following the next general election in November 2026; and

BE IT FURTHER RESOLVED, authorizes the First Deputy Town Clerk to assume and perform all duties and responsibilities given the Town Clerk by the Woodstock Town Board, including registrar of vital statistics, media person, records management, tax collector and records access officer; and

BE IT FURTHER RESOLVED, that during this interim period, the First Deputy Town Clerk shall receive the equivalent compensation of the Town Clerk's budgeted salary, prorated as necessary, to reflect the assumption of all duties, responsibilities, and obligations of the Town Clerk; and

BE IT FURTHER RESOLVED, that the acting clerk shall have the authority to appoint and supervise deputy clerks, subject to Town Board confirmation, to ensure continued effective service to the public; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and remain in force until such time as a duly elected Town Clerk assumes office in accordance with New York State Town Law and Election Law.

RESOLUTION 194-2025

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

BE IT RESOLVED, the Woodstock Town Board authorizes the Highway Superintendent to place the attached list of items up for surplus, and

BE IT FURTHER RESOLVED, to authorize the Highway Superintendent to use his discretion to accept or reject any or all bids.

All voted 5-0:

- Supervisor McKenna – Aye
- Councilmember Ricci – Aye
- Councilmember Ratcliff – Aye
- Councilmember Courtis – Aye
- Councilmember Conte – Aye

RESOLUTION 196-2025

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

WHEREAS, A BOND RESOLUTION, DATED NOVEMBER 5TH, 2025, OF THE TOWN BOARD OF THE TOWN OF WOODSTOCK, ULSTER COUNTY, NEW YORK (THE “TOWN”), AUTHORIZING ADDITIONAL FUNDING FOR THE CONSTRUCTION, RECONSTRUCTION, RENOVATION, AND IMPROVEMENTS TO THE WOODSTOCK PUBLIC LIBRARY DISTRICT, AT AN ESTIMATED MAXIMUM COST OF \$300,000; AUTHORIZING THE ISSUANCE OF SERIAL BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$300,000 OF THE TOWN, PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE SUCH PURPOSE, SUCH AMOUNT TO BE OFFSET BY ANY FEDERAL, STATE, COUNTY AND/OR LOCAL FUNDS RECEIVED; AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE TOWN SUPERVISOR. THEREFORE BE IT RESOLVED, THE WOODSTOCK TOWN BOARD THE ATTACHED RESOLUTION.

WHEREAS, the Town Board of the Town of Woodstock, in the County of Ulster, New York (the “Town”) desires to assist the Woodstock Public Library District (the “Library District”) in undertaking a project (the “Project”) consisting of additional funding for the acquisition, reconstruction, renovation, and improvement to an existing building located at 10 Dixson Street in the Town of Woodstock, New York; and

WHEREAS, the Library District was established pursuant to the provisions of Chapter 499 of the Laws of 1989 (the “Enabling Act”) and, pursuant to the Enabling Act, the Library District has held a voter referendum with respect to the Project (the “Project Referendum”), including the proposed issuance of bonds and bond anticipation notes by the Town to provide for the financing of the Project; and

WHEREAS, a majority of the voters participating in the Project Referendum voted in favor of the Project; and

WHEREAS, the Town Board now desires to move forward with the consideration of a bond resolution to provide for the financing of the Project;

NOW THEREFORE BE IT RESOLVED, by the Town Board of the Town (by the favorable vote of not less than three-fifths of all the members of the Board) as follows:

SECTION 1. The Town is hereby authorized to assist the Library District in undertaking additional funding for the Project, consisting of the acquisition, reconstruction, renovation, and improvement to an existing building located at 10 Dixson Street in the Town of Woodstock, New York, including any necessary site work and the acquisition and installation of furnishings, equipment, machinery, and apparatus, and ancillary costs required for such purpose, including preliminary costs and costs incidental thereto and in connection with the financing thereof (collectively, the “Purpose”). The estimated maximum cost of the Purpose is an amount not to exceed \$300,000.

SECTION 2. The Town Board plans to finance the estimated maximum cost of the Purpose by the issuance of serial bonds in an aggregate principal amount not to exceed \$300,000 of the Town, hereby authorized to be issued therefor pursuant to the Local Finance Law such amount to be offset by any federal, state, county and/or local funds received.

SECTION 3. It is hereby determined that the Purpose is a class of objects or purposes described in Section 11.00(a)(11) of the Local Finance Law, and that the period of probable usefulness of the Purpose is at least fifteen (15) years.

SECTION 4. The following additional matters are hereby determined and stated:

- (a) The facilities described in Section 1 above are class "A" or "B" buildings, as defined in Section 11.00(a)(11) of the Law.
- (b) Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of the sale of such bonds.
- (c) The proposed maturity of the obligations authorized by this resolution will be in excess of five years.
- (d) The Library District has held a voter referendum as required by its Enabling Act, and the voter referendum passed by a majority vote of voters participating in the referendum.

SECTION 5. The faith and credit of the Town are hereby irrevocably pledged for the payment of the principal of and interest on such bonds (and any bond anticipation notes issued in anticipation of the sale of such bonds) as the same respectively become due and payable. An annual appropriation will be made in each year sufficient to pay the principal of and interest on such bonds or notes becoming due and payable in such year. Unless paid from other sources or charges, there will annually be levied on all the taxable real property of the Town a tax sufficient to pay the principal of and interest on such bonds or notes as the same become due and payable.

SECTION 6. Subject to the provisions of this resolution and of the Local Finance Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of such notes and of Section 21.00, Section 23.00, Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 63.00, and Section 164.00 of the Local Finance Law, the powers and duties of the Town Board pertaining or incidental to the sale and issuance of the obligations herein authorized, including, but not limited to, authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of the sale of such bonds, and the renewals of such notes, are hereby delegated to the Town Supervisor, the chief fiscal officer of the Town. Without in any way limiting the scope of the foregoing delegation of powers, the Town Supervisor, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the Town.

SECTION 7. The temporary use of available funds of the Town, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in Section 1 of this resolution. The Town then reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the date hereof) with the proceeds of the bonds authorized by Section 2 of this resolution (or with the proceeds of any bond anticipation notes issued in anticipation of the sale of such bonds). This resolution shall constitute the declaration of the Town's "official intent" to reimburse the expenditures authorized by Section 1 hereof with such bond or note proceeds, as required by United States Treasury Regulations Section 1.150-2.

SECTION 8. The Town Supervisor is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and may designate the bonds authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt bonds" in accordance with Section 265(b)(3) of the Code.

SECTION 9. The Town Supervisor is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

SECTION 10. The Board of Trustees of the Library District, acting as lead agency, has completed a review of the Project plan pursuant to the State Environmental Quality Review Act ("SEQR") and has determined that the Project constitutes a Type II action under the regulations promulgated under SEQR. The Town Board concurs in that determination.

SECTION 11. In the absence or unavailability of the Town Supervisor, the Deputy Town Supervisor is hereby specifically authorized to exercise the powers delegated to the Town Supervisor in this resolution.

SECTION 12. The validity of such serial bonds or of any bond anticipation notes issued in anticipation of the sale of such serial bonds may be contested only if:

(a)

(1) such obligations are authorized for an object or purpose for which the Town is not authorized to expend money, or

(2) the provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(b) such obligations are authorized in violation of the provisions of the Constitution of New York.

SECTION 13. This bond resolution shall take effect immediately.

SECTION 14. The Town Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the official newspaper or newspapers of the Town.

All voted 5-0:

- Supervisor McKenna – Aye
- Councilmember Ricci – Aye
- Councilmember Ratcliff – Aye
- Councilmember Courtis – Aye
- Councilmember Conte – Aye

RESOLUTION 197-2025 -TABLED

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

BE IT RESOLVED, to authorize the Woodstock Town Supervisor to sign the MOU with Hudson Valley Regional Council, Inc. regarding the installation of biofilters at the Woodstock landfill.

RESOLUTION 198-2025 -TABLED

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

BE IT RESOLVED, to hire Sean White as a ninety-day Full-time temporary Police Officer effective November 5th, 2025 at the hourly rate of \$31.57.

RESOLUTION 199-2025

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

BE IT RESOLVED, the Woodstock Town Board schedule a public hearing for amendments to the Town of Woodstock Zoning Law, Chapter 260, amendments to the Scenic Overlay regulations for November 18, 2025 at 7:15 pm at the Town Offices, 45 Comeau Drive Woodstock, and

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Clerk to advertise said public hearing in the official Town newspaper.

All voted 5–0:

- Supervisor McKenna – Aye
- Councilmember Ricci – Aye
- Councilmember Ratcliff – Aye
- Councilmember Courtis – Aye
- Councilmember Conte – Aye

RESOLUTION 200-2025 -TABLED

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

WHEREAS, the Town of Woodstock Water Department received two bids for installation of an outlet and transfer switch for the portable generator at pumphouse #2, and

WHEREAS, CDE Electric Inc. submitted the low bid at \$14,580.00,

THEREFORE, BE IT RESOLVED, the Woodstock Town Board accept the bid from CDE Electric Inc.

All voted 5–0:

- Supervisor McKenna – Aye
- Councilmember Ricci – Aye
- Councilmember Ratcliff – Aye
- Councilmember Courtis – Aye
- Councilmember Conte – Aye

RESOLUTION 201-2025

Offered by: Supervisor McKenna

Seconded by: Councilmember Ricci

WHEREAS, the onsite septic system at 30 Oriole Drive, Woodstock, NY is in need of a more extensive repair due to a high water table and poor soil conditions, and

WHEREAS Eberhardt Excavation, LLC, Dennis Larios of Brinnier & Larios PC, and Water/Sewer Superintendent Larry Allen concur there is a need to bring in additional fill, **THEREFORE, BE IT RESOLVED**, the Woodstock Town Board approves the additional work to be done at 30 Oriole Drive by Eberhardt Excavation, LLC at a cost of \$43,450.00, and

BE IT FURTHER RESOLVED to transfer an amount up to \$43,000 from the On-site Repair Reserve fund SM 2401.001, and

WHEREAS, the transfer of up to \$43,000 from the On-site Repair Reserve fund SM 2401.001 is subject to permissive referendum as it relates to Article 7 of New York State Town Law,

BE IT FURTHER RESOLVED, the Town Clerk is directed to place the following notice in the official newspaper of the Town: On November 5, 2025 the Woodstock Town Board adopted a resolution authorizing the transfer of up to \$43,000 from the On-site Repair Reserve fund SM 2401.001 for the repair of two on-site septic systems. This resolution is subject to permissive referendum pursuant to the provisions of Article 7 of New York State Town Law. By Order of the Woodstock Town Board.

Adjournment:

At **6:42 PM**, Supervisor McKenna moved to adjourn the meeting, seconded by Councilmember Ricci. All voted aye.

Respectfully submitted,

Meghann Reimondo, Deputy Town Clerk

ATTACHMENT:

*Highway Surplus Items:

- 1- Truck # 7 - 2007 international 7400 Dump Truck Vin ending 5185 with a plow and wing - This truck is up for surplus because the dump body is inoperable, and it has EGR problems with the engine which gives it lack of power and not run properly. This truck's pow route was recently replaced by our new 2025 Western Star we just received.
- 2- 2003 Freightliner Vac-all Vin ending 68010 – This truck is worn out and doesn't have significant suction for the ditches. The broom arms are warn and doesn't work well. This truck was replaced by the new Vac Truck in April of 2024 which has been working well and the old truck is no longer needed.
- 3- Various small items such as old repair manuals no longer needed for vehicles/equipment we no longer have.