

WILLIAMSTOWN SELECTBOARD MEETING MINUTES

April 13, 2020 - 7:00 p.m.

Telephone Conference Call - DRAFT

Present: Francis Covey, Matt Rouleau, Jasmine Coulliard, Rodney Graham and Jessica Worn.

Meeting called to order 7:04 p.m.

Set the Agenda – Matt made motion to accept the agenda as written. Jessica Second. So moved.

SB Announcements – None

Public Announcements – None

Approve Minutes – Matt made motion to approve 3/9/20 Select board Meeting minutes. Jessica second. So moved.

Approve Warrants – Payroll – Matt made motion to approve payroll 3/15/20 and 3/29/20 and warrants SB111 and SB1123. Francis second. So moved.

Town Manager's Report - See attached. Jasmin stated that Graham Road Sign was missing. Rodney clarified that it was in the ditch. Jackie to let Ed know.

New Business –

Library Trustee Appointment – Matt made motion to appoint Katlyn Burnor for a one year term remaining. Jessica second. So moved. Jackie to let Library Board know that Katlyn need to contact the Town Clerk to get sworn in before she takes any action on the board.

Tree Warden Appointment – Matt made motion to appoint Rich Turner as Tree Warden. Francis second. So moved.

Health Officer Report – Rodney received a call from a landlord in town to investigate a strong smell coming from an apartment. The tenant had left but had not removed her belongings. A health order was issued to close up the apartment until cleaned out and brought up to code. Rodney then received a call from the tenant asking why they had entered her apartment. Rodney explained that there was complaints of a foul smell. He then received a call from Vermont State Police asking the same question. Again he explained the reason. Tenants farther and brother wanted Rodney to give them permission to removed belongings. Rodney told them he did not have the authority to do so. They then got permission from the landlord to remove belongings. Once cleaned and brought up to code Rodney will inspect and sign off on the health order.

Dog Licenses – Matt made motion to waive penalties and late fees on dog licenses until 6/1/20. Francis second. So moved. Town Clerk is currently accepting dog license renewals by mail and through the night drop at the town office.

Road Maintenance Schedule – Rodney stated that the average person leaves home goes to work and then comes home again. Where agricultural producers are out multiple times a day on the roads. To plant, chop, hay, etc. and there should be more consideration for agricultural producer road locations. Matt commented that there other businesses besides agricultural that work from home and have clients come to their homes and also have deliveries made. Would like to see better schedule on all the roads.

The list of Agricultural Producer roads are as follows:

Pleasant Street, Rood Pond Road, Menard Crossroad, McGlynn Road, Bailey Road, Baptist Street, South Hill Road, Graham Road, Hebert Road and Gilbert Road.

Matt again stated would like to see more focus on road maintenance and not road construction as was discussed at town meeting day.

Grader schedule should be 3 to 4 times a year per road. Would like to see a schedule set and stick to the schedule. Obviously weather pending schedule may vary slightly. Select board would like to have a copy of the schedule.

COVID19 – Financial Impact on Municipality – With the stay at home order people are being hit with hard times, lost work and health benefits. Town could see a potential spike in water/sewer and property tax delinquencies. Select board needs to think about whether we will need to borrow money and possibly voting to waive interest and penalties. Town cannot shut off water for non-payment. Need to really think about what how this could affect the town.

Memorial Day Celebration Cancellation/Reschedule – Memorial Day has celebration has been postponed until further notice. May have a fall event (Labor Day). Fran made motion to postpone with the intent to celebrate after the pandemic. Jasmin second. So moved.

Authorize 2 Select board Members as Signers – Rodney and Jasmin will be two authorized signers after the whole Select board reviews and approves.

Standing Warrant Approval – Matt made motion to approve standing warrant on the following bills

CONTI OIL

GILLIESPIE PROPANE

BLUE FLAME GAS

GREEN MOUNTAIN POWER

WASHINGTON ELECTRIC

BLUE CROSS BLUE SHIELD

DELTA DENTAL INSURANCE

VSP (VISION INSURANCE)

Francis second. So moved.

Martin Road Rehab Project – Matt made motion to approve the bid specs for Martin Road with the addition of daylight pipe distance and compaction depth. Francis second. So moved.

Seasonal Highway Employee – Matt made motion to approve the job description for seasonal part-time employee with the change of start date to 6/1/20. Jasmin second. So moved.

Old Chloride Truck – Francis made motion to allow advertisement of truck for sale with June 1st being the deadline and a minimum bid specification. Jackie will get a firm minimum bid price. Matt second. So moved.

Select board Email – Select board will continue to use their own email addresses for correspondence.

Getz Road Class 4 funding request – Tabled until June 8th meeting.

Veteran's Memorial Park Committee – Tabled until June 8th meeting.

Local Hazard Mitigation Plan – Matt made motion to accept changes made by FEMA including maps on pages 56, 57 and 56. Francis second. So moved.

Old Business – None

Open Public Comments – None

Around the Table – Francis appreciates grading of Stone Road. Has also observed that AOT is keeping the apron at the intersection of Stone Road and Rte. 64 clean of debris and there have not been any accidents at the location this year.

Matt stated it was good to hear every ones voices until we meet in person again.

Rodney remarked that we need to include pandemic in the emergency plan. When we are all able to meet in person again we will need to address this.

Executive Session – None

Adjourned – Jasmin made motion to adjourn 8:41 p.m. Jessica second. So moved.

Respectfully Submitted

Jacqueline Higgins

Matt Rouleau

Jessica Worn

Francis Covey

Jasmine Coulliard

Rodney Graham