

WILLIAMSTOWN SELECTBOARD MEETING MINUTES

June 14, 2021 – 7:00 p.m.

Public Safety Building

Present: Matt Rouleau, Rodney Graham, Clayton Woodworth, Jessica Worn and Jasmin Couillard

Set the Agenda – Matt made motion to amend Agenda to change warrant SB20083 to SB20084 and add vacation time discussion and brief Executive session for personnel issue. Jessica second. So moved.

Open Public Comments –

SB Announcements – Matt welcomed everyone back to in-person meeting.

Public Announcements – None

Commissions/Committees/Trustees/Other Board Announcements – Rich Turner made announcement of Storm Water review and upcoming meeting.

Approve Minutes – None

Approve Warrants – Jessica made motion to approve Payroll 5/23/21 & 6/6/21 and SB20082, and SB20084, Jasmin second. So moved.

Town Manager's Report – See attached.

New Business –

Employee vacation discussed. Employee will not long be able to carry over a week of vacation without prior approval by the Selectboard. Memo will go out to employees at beginning of fiscal year. Must take full vacation time during fiscal year or loose that time. Selectboard changed Town Manager from contract date to fiscal year date for vacation purposes starting 7/1/21 to follow the same fiscal calendar as the other employees in the personnel policy.

Matt made motion to allow the 40-hour carry over to 80 hours for Town Manager as two-week vacation scheduled for July 5 through the 16th. Jessica second.

Highway Policy – Matt made motion to adopt Highway Policy as amended. Clayton second. So moved.

Vacant Building Ordinance - On page 1 add Selectboard and page 3 change Building Safety Officer to Health Officer. Fix grammar and spelling. Jessica made motion to accept as amended. Matt second. So moved.

Washington Electric Permit – Asking permission to work in the Town Right of Way on Maloney Road. Matt made motion to approve. Jasmin second. So moved.

Class 4 Road Funding request – Selectboard to do site visits to Young Road, Grandview Road and Moor Road on June 21st at 5:30 p.m. Meet at Town Office a leave from there.

Hulbert Road Project – Matt made motion to approve project with the stipulations that Molinaro work with adjoining landowners. The recorded width of the road is 14 feet wide with a total of 3 rods to include R.O.W. Molinaro is responsible for all costs of materials and permits required from electric company. Improvements must meet Highway Class 3 road building standards. Jasmin second. So moved.

State Transportation Funds – AOT additional road grants under the Best Management Practices. 80% reimbursement for cost. Town's cost can be in kind. ARP Standards for ditching, check dams, turnouts, cross culverts, drainage culverts and driveway culverts. Deadline for letter of intent is June 25th. Town Manager has letter ready to go. Jessica approved requesting funding. Matt second. So moved.

ARPA Alternative Representative – Matt made motion to appoint Jackie Higgins as the alternative rep. for ARPA funding as she will be doing all paperwork. Jessica second. So moved.

Matt made motion to take a 10-minute recess and then enter executive session for personnel issues. Town Clerk was invited to stay. Jessica second. So moved.

Old Business – None

Open Public Comments – None

Around the Table – None

Executive Session – Personnel Issues - Entered 8:15. Exit 8:25 no action taken.

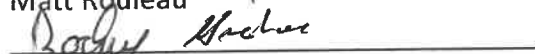
Adjourn – Matt made motion to adjourn at 8:00 p.m. Jasmin Second. So moved.

Respectfully Submitted

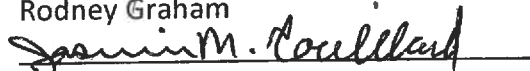
Jacqueline Higgins



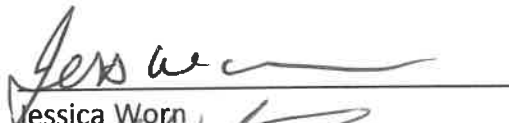
Matt Rouleau



Rodney Graham



Jasmin Couillard



Jessica Worn



Clayton Woodworth

Town of Williamstown
WILLIAMSTOWN SELECTBOARD MEETING

MONDAY, JUNE 14, 2021
SELECTBOARD MEETING – 7:00 P.M.
PUBLIC SAFETY BUILDING

MEMBERS: **RODNEY GRAHAM**
 JASMINE COULLIARD
 JESSICA WORN
 MATT ROULEAU
 CLAYTON WOODWORTH

TOWN MANAGER – JACQUELINE HIGGINS

SELECTBOARD MEETING

CALL TO ORDER: (1 MIN)
SET THE AGENDA: (1 MIN)
REVIEW OF OPEN PUBLIC COMMENT: (1 MIN)
SELECTBOARD ANNOUNCEMENTS: (5 MIN)
PUBLIC ANNOUNCEMENTS: (2 MIN)
COMMISSIONS/COMMITTEES/TRUSTEES/OTHER BOARD ANNOUNCEMENTS: (5 MIN)
APPROVE SELECTBOARD MINUTES – 5/24/21
APPROVE WARRANTS – PAYROLL 5/23/21 & 6/6/21 AND S 20082 & SB20083
TOWN MANAGER’S REPORT

NEW BUSINESS: (10 MIN)

HIGHWAY POLICY APPROVAL
 VACANT BUILDING ORDINANCE APPROVAL
 WASHINGTON ELECTRIC PERMIT – MALONEY ROAD
 CLASS 4 ROAD FUNDS REQUESTS – TOM BAILEY AND WILLIAMSTOWN FISH AND

GAME

HULBERT ROAD PROJECT
 STATE TRANSPORTATION FUNDS
 ARPA ALTERNATIVE REP.

OLD BUSINESS:

OPEN PUBLIC COMMENTS AND QUESTIONS: (3 MIN)
AROUND THE TABLE:
EXECUTIVE SESSION IF NEEDED – 1 V.S.A. § 313
ADJOURN

WILLIAMSTOWN SELECTBOARD

MEETING SIGN IN SHEET

DATE 6/14/21

Helen Duke

Horace Duke, Jr

Susan Lyon

Stephen Baker

David J. Decker

Karla S. Perkins

RICH TURNER

Earl Ecker

TOWN MANAGER'S REPORT

Delinquent Taxes \$90,352.03 Water \$58,842.94, Sewer \$75,767.28 (total water and sewer as bill is due 6/21/21)

Town Clock - Steve Crowdell ("the clock guy") will be up this week to access clock damage.

Church Fire Debris – Debris from church fire was taken to the town stump dump. Waiting on Asbestos test results. Debris will need to be sorted and some will need to go to the landfill while the rest can be burned by the fire dept.

Tax Sales – Title work pending. Tax Sale date pending.

Jeri Walbridge unlanded mobile home purchased at tax sale in 2018 has been demoed and removed from Pete Gilbert's Property on Lambert Road.

The Williamstown Square – David McCarthy from Affordable Housing requesting a hearing for August 9th to qualify for VHFA tax credit funding towards the purchase of Williamstown Square. They are located in Connecticut so they will be doing a virtual meeting at 7:30 p.m.

Vermont Emergency Rental and Utility Assistance Program has another round of funding for water/sewer payment assistance. This round has stricter guidelines and water/sewer needs to be in tenants name.

Credit Card Reader – Purchased two mini I pads on Saturday. Credit Card Readers should be up and running next week. Waiting on second piece of reader. Sent two parts separate for security issues.

911 signs still available \$20.00 each, fundraiser for the Fire Dept. and Ambulance. Still have some available. Contact the Town Manager's.

Fire Department – Tanker body is torn off. They found multiple cracks in the compartmentation when inspecting it. The rocking pump module (frame around the pump) did more minor damage to the cab than originally thought. Motor through a few codes indicating bad cylinders. Codes were sent to Norwood to look into. He said it drove beautiful down so he wants to dig into it more with them before we address that. Lastly the tank itself found to have a few cracks starting. Luckily the tank is top brand UPF and was bought with a lifetime warranty so the repairs should not cost us anything. If any of the members or you have any questions on that, please let me know.

HIGHWAY – See Road Forman’s report attached and road log attached

Graniteville Road paving grant has been approved for \$200,000.00 – All culvert and ditching road improvements will be done this year and paving will be done in spring of 2022.

Spiderweb Farm Road storm drain repair will take place this week. Backside of Rachel’s Gardens to the brook will be dug up for repairs. While there roadcrew will remove stumps of trees cut down last year.

Jacqueline Higgins

From: Loretta Wilson <lwilson@myfairpoint.net>
Sent: Friday, May 21, 2021 10:49 AM
To: Jacqueline Higgins
Subject: May 2, got a call about a stray at Williamstown High School, after...

May 2, got a call about a stray at Williamstown High School, after searching for it, I believe it belonged to someone in the trailer park.

May 6, searched for Jude Horowitz dog, Porkchop for two hours, he was found

May 11, Brittany called about a loose dog running around Williamstown. ??? By her house couldn't find

May 17 call about dogs on Beckett Street, I went and spoke with Jade and she's going to keep a eye on her German Shepherd

May 18, call on Heidi's Haven about conditions of her pigs.

Sent from my iPhone