

## **TOWN OF WILLIAMSTOWN SELECTBOARD MEETING**

### **NOVEMBER 08, 2021 – PUBLIC SAFETY BUILDING**

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

Town Manager, Jackie Higgins

**Call to Order** – Meeting called to order 7:00 p.m.

**Set the Agenda** – Matt made motion to amend agenda to add warrant SB20114. Jessica second. So moved.

**Open Public Comments** – None

**SB Announcements** – AARPA Fund Update. Funds to be used for Water, Sewer, Broadband & Recreation. Matt mentioned getting community input on fund spending. Clayton brought up sidewalk options, discussion on funds used for recreation as walking paths.

**Public Announcements** – None

**Commissions/Committees/Trustees/Other Board Announcements** - None

**Approve Minutes & Warrants** – Matt made motion to approve the October 11<sup>th</sup> Selectboard minutes, as written. Jasmin second. So moved. Jessica made motion to approve the October 25<sup>th</sup> Selectboard minutes, as written. Jasmin second. So moved. Matt made motion to approve Payroll 10/24/21 & 11/7/21 and SB20110, SB20111, SB20112, SB20113, SB20114. Jessica second. So moved.

**Town Manager's Report** – See attached.

**New Business** – Ambulance Discussion on the change to volunteer staff pay. Rodney recommends contracting out Ambulance Service and dissolve our current Williamstown Ambulance service.

Clark Road Discussion, Matt made motion to re-classify .08 of Clark Road as a Class 4 Road, Jessica second. So moved.

Ainsworth Library – Karla Perkins gave proposal for Library parking lot, also requested town provide material to fill ruts in area where employees are parking.

Ainsworth Library Trustee Board appointed Kathryn Retchless as new Trustee Member until March 2022. Matt made motion, Jasmin second. So moved.

**Old Business** – None

**Open Public Comments and Questions** –

Chris Dessureau expressed concerns with destruction of fence at Seaver Park. Town Manager is going to contact Cote Griggs with WYSA on fence & grandstands issues.

Town Clerk, Barbara Graham gave an update for the amended Liquor License for the Arcade at The Pub. License has been approved. Lindsey Tassie-Contois has met all the requirements for the amended license.

**Around the Table – None**

**Executive Session – Appraisal Issues –** Matt motion to enter Executive Session at 8:05pm, Jasmin second. So moved. Matt motion to exit Executive Session at 8:30pm, Jasmin second. So moved. No action taken.

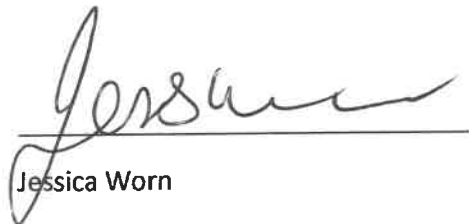
**Adjourn –** Matt made motion to adjourn at 8:35 p.m. Jasmin Second. So moved.

Respectfully Submitted

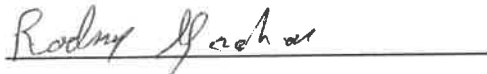
Megan Keys



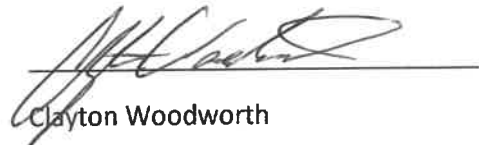
Matt Rouleau



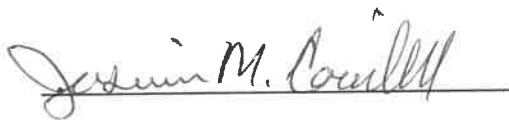
Jessica Worn



Rodney Graham



Clayton Woodworth



Jasmin Couillard

**Town of Williamstown**  
**WILLIAMSTOWN SELECTBOARD MEETING**

**MONDAY, NOVEMBER 8, 2021**  
**SELECTBOARD MEETING – 7:00 P.M.**  
**WILLIAMSTOWN PUBLIC SAFETY BUILDING**

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**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 MEETING MINUTES – 10/11/21 & 1025/21**  
**APPROVE WARRANT – SB20110, SB20111, SB20112, SB20113 & SB20114, PAYROLL WARRANT**  
**10/24/21 & 11/7/21**

**TOWN MANAGERS REPORT**

**NEW BUSINESS: (10 MIN)**

**FINAL PUBLIC HEARING TO DISCONTINUE PORTION OF CLARK ROAD AS A TOWN**  
**ROAD**  
**AINSWORTH LIBRARY TRUSTEES – CARLA PERKINS – LIBRARY PROPOSED PARKING**  
**LOT**  
**AINSWORTH LIBRARY TRUSTEE VACANCY – APPOINTMENT REQUEST**

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

er

# WILLIAMSTOWN SELECTBOARD

## MEETING SIGN IN SHEET

DATE 11/8/21

Horace Duke, Jr.

Laura L. Latham

Karla N. Perkins

Chris DeSantis

Katelyn Reardon

VANghen MARTIN

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Serving Williamstown since 1911

**Ainsworth Public Library**

**PO Box 236 2338 VT Rte 14**

**Williamstown, VT 05679**

**802-433-5887**

10/14/21

Dear Williamstown Selectboard,

Carol Corneille has stepped down from the Library Board of Trustees. We would like to fill the position from October until the Town Meeting in March with Kathryn Retchless. Kathryn is a Williamstown resident. Please swear her in for the position that Carol previously held. The term for that position was 2021-2024. We will be sure to have Kathryn's name added to the ballot for March's Town Meeting vote.

Thank you,

A handwritten signature in cursive script that reads "Helen Duke".

Helen Duke

Ainsworth Public Library Chairperson

# TOWN MANAGER'S REPORT

**Delinquent Taxes** \$65,641.20 – Water \$11,515.40 and Sewer \$15,363.57

**Tax Sales** –Tax Sale date pending.

**ACO Opening** – Samantha Puncher stopped in last week and picked up the employee paperwork to fill out.

**Vermont Emergency Rental and Utility Assistance Program** – Finally received payments of \$2861.04 for 4 back water/sewer payments.

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

**Town Office Building** –

**Town Clock** – repairs in process. Received first \$27,000.00 check from insurance toward repairs.

**Fire Department** – Tanker Truck is back in service as of Sunday the 31<sup>st</sup> of October.

**Public Safety Building** –

**Water/Sewer Department** – Water and Sewer bills were printed today and will be going in the mail tomorrow. Due on or before December 13.

**HIGHWAY** – Sumer work report completed, and Preliminary 2022 Summer work list attached.

**Graniteville Road Rehab** – inspection for sign off on our \$17,500.00 grant for work has been completed waiting on reimbursement check.

**Mask Requirements** – The Town Clerk and I made the decision to require masks for entrance to the town office. Regardless of whether you are vaccinated or not it is required. Today I had a taxpayer verbally accost me for this decision. We will not ask if you have been vaccinated as it is none of our business, so we request that you accept our decision to require masks on entrance to the building. You may mail your tax bill, drop it in the mail slot at the door and we will be more than happy to send you a receipt. No mask no entrance. Thank you.

**Ainsworth Public Library Trustees** – The Treasurer has yet to receive a verbal and written apology from the Trustees for their comments at the September and October 2021 Selectboard Meetings.

# WILLIAMSTOWN HIGHWAY 2021 SUMMER PROJECTS COMPLETED

Stone Road Rehab (second half completed)

Ditching and Removed berms on Pleasant Street

Ditching and Removed berms on Rood Pond Road

Ditching and Guardrails Cleaned on Graniteville Road

5 New Culverts installed on Graniteville Road

Chelsea Road drainage complete (base paving complete – top-coat to be installed Spring of 2022).

Falls Bridge drainage projects completed (reclaiming old pavement and paving scheduled for Spring of 2022)

Replaced culvert on Stone Road

Replaced culvert on Baptist Street

Drainage installed on Terriault

South Hill ditching complete upper end towards Brookfield/Chelsea town line

Guardrails cleaned on Chelsea Road

Shoulders completed on Chelsea Road

6000 yards sand put up for winter.

Sand Pit maintenance



# Williamstown Highway Department

## 2022 Summer Projects

Stellar Road – ditching and stone lining ditches (grant MRGP program \$17,500.00)

Baptist Street – 1<sup>st</sup> stage of Road Rehab

Paving section of Graniteville Road (\$175,000.00 grant reimbursement)

Reclaiming and repaving Falls Bridge Road

Repaving Maclean Road

10/22/2021				EQUIPMENT MAIN.	DAVE
10/11/2021	TRIPP ROAD	GRADER		GRADING	BRYAN
10/12/2021	MCCARTHY ROAD	GRADER		GRADING	BRYAN
10/12/2021	LAMBERT ROAD	GRADER		GRADING	BRYAN
10/12/2021	MARTIN ROAD	GRADER		GRADING	BRYAN
10/13/2021	MARTIN ROAD	GRADER		GRADING	BRYAN
10/13/2021	PALACE ROAD	GRADER		GRADING	BRYAN
10/13/2021	YOUNG	GRADER		GRADING	BRYAN
10/13/2021	SALDI HEIGHTS	GRADER		GRADING	BRYAN
10/13/2021	OLD BAPTIST STREET	GRADER		GRADING	BRYAN
10/13/2021	GILBERT ROAD	GRADER		GRADING	BRYAN
10/14/2021	ROOD POND ROAD	GRADER		GRADING	BRYAN
10/15/2021	MCLEAN ROAD	GRADER		GRADING	BRYAN
10/18/2021	ROOD POND ROAD	GRADER		GRADING	BRYAN
10/19/2021	GRANITEVILLE ROAD			FLAGGING	BRYAN
10/20/2021	MCCARTHY ROAD	GRADER		GRADING	BRYAN
10/20/2021	TOWER ROAD	GRADER		GRADING	BRYAN
10/20/2021	MCGLYNN ROAD	GRADER		GRADING	BRYAN
10/20/2021	BAILEY ROAD	GRADER		GRADING	BRYAN
10/20/2021	JAY LANE	GRADER		GRADING	BRYAN
10/20/2021	SUNNYSIDE	GRADER		GRADING	BRYAN
10/21/2021	FARNHAM ROAD			HAUL GRAVEL	BRYAN
10/21/2021				EQUIPMENT MAIN.	BRYAN
10/22/2021				EQUIPMENT MAIN.	BRYAN
10/22/2021				SHOP WORK	BRYAN
10/25/2021		#5, #12, #13		EQUIPMENT MAIN.	BRYAN
10/26/2021		#5 #12, #13		EQUIPMENT MAIN.	BRYAN
10/27/2021		LOADER		PIT WORK	BRYAN
10/28/2021	SOUTH HILL	#12		HAUL FILL	BRYAN
10/28/2021	SOUTH HILL	#5		REMOVE BRUSH	BRYAN
11/2/2021	SOUTH HILL	#12		HAUL FILL	BRYAN
11/2/2021	FLINT ROAD	GRADER		GRADING	BRYAN
11/2/2021	COLDS SPRINGS	GRADER		GRADING	BRYAN
11/2/2021	FERNO ROAD	GRADER		GRADING	BRYAN
11/2/2021	STONE ROAD	GRADER		GRADING	BRYAN
11/3/2021	CHELSEA ROAD	GRADER		GRADING	BRYAN
11/3/2021	STONE ROAD	GRADER		GRADING	BRYAN
11/4/2021	CHELSEA ROAD	GRADER		FLAGGING	BRYAN
11/5/2021	SOUTH HILL	GRADER		GRADING	BRYAN
11/5/2021	PLEASANT STREET	GRADER		GRADING	BRYAN
10/25/2021				SHOP WORK	JOE
10/26/2021				PIT WORK	JOE
10/27/2021				BEAVER DAMS	JOE
10/27/2021				BRUSH REMOVAL	JOE
10/28/2021				BRUSH REMOVAL	JOE
11/1/2021				FLAGGING	JOE
11/2/2021				DITCHING	JOE

11/3/2021			DITCHING	JOE
11/4/2021			FLAGGING	JOE
11/5/2021			DITCHING	JOE
10/25/2021			SHOP WORK	DAVE
10/26/2021			SHOP WORK	DAVE
10/27/2021			FLAGGING	DAVE
10/27/2021			BRUSH REMOVAL	DAVE
10/28/2021			CUT BRUSH	DAVE
10/28/2021	SOUTH HILL		DITCHING	DAVE
10/29/2021	SOUTH HILL		DITCHING	DAVE
10/29/2021	SOUTH HILL		CUT BRUSH	DAVE
10/25/2021			EQUIPMENT MAIN.	JIM
10/26/2021			EQUIPMENT MAIN.	JIM
10/27/2021	INDUSTRY STREET	EXCAVATOR	CLEAN CULVERTS	JIM
10/27/2021	SOUTH HILL	EXCAVATOR	DITCHING	JIM
10/28/2021	SOUTH HILL	EXCAVATOR	DITCHING	JIM
11/1/2021	FALLS BRIDGE ROAD		FLAGGING	JIM
11/2/2021	SOUTH HILL	EXCAVATOR	DITCHING	JIM
11/3/2021	CHELSEA ROAD		FLAGGING	JIM
11/4/2021	SOUTH HILL	EXCAVATOR	DITCHING	JIM
11/5/2021	SOUTH HILL	EXCAVATOR	DITCHING	JIM