

TOWN OF WILLIAMSTOWN SELECTBOARD BUDGET MEETING
11/15/21 – TOWN OFFICE BUILDING

Present: Rodney Graham, Matt Rouleau, Jessica Worn, Jasmin Couillard & Clayton Woodworth
Town Manager, Jackie Higgins

Meeting called to order 6:30 p.m.

Agenda Set – No changes. Jasmin made motion to accept as written. Jessica second. So moved
Review of Open Comment: Laminated sheet on back table.

Selectboard Announcements: None

Commissions/Committees/ Trustee/Other Board Announcements: None

New Business:

Cemetery Commission – John Perkins Chairman of Cemetery Commission gave report. The
Cemetery Commissioners are requesting level funding their budget for 2022/2023.

Fence Repair needed to be done. They are looking for students doing community service to
assist with repairs.

West Hill Cemetery Mapping – Researching who is buried there and to find and replace stones
with flat markers.

Village Cemetery - Finding ledge. Will split the cost of removing with family that owns the plots.

Contracted Lawn Services – Claus in the contract that will increase if gas goes over \$4.00 per
gallon.

Flag Replacement – Will be putting flags for different wars at Civil War Monument.

Stone Cleaning – Cleaned 160 stones in the Village Cemetery in 2021. All stones in the East Hill
Cemetery have been cleaned. Will start the West Hill Cemetery in 2022.

Projects for 2022 – Trim around stones encased with lilac bushes. Replace 14 or 15 flat markers
where broken stones currently stand. Cost per flat marker is \$181 each.

Removed four stumps from the East Hill Cemetery.

2022/2023 Cemetery Budget Proposal – Matt made motion to accept budget proposal. Jessica second.
So moved.

Ainsworth Public Library – Tammy Griggs speaker with Trustees – Only changes to budget are
wages and FICA. The library currently has five employees. The Library Trustees are asking for
\$101,386.50 be placed in the general fund budget and a special article for \$5475.00 for additional
increases to wages. Rodney stated that this was back-handling way of getting pay raises. Matt stated
that the Selectboard has no control over increases to the library budget and that they do not support
the increase. Library Trustees will need to draft a separate article for the Library Budget.

Agreement between Ainsworth Public Library Trustees and the Selectboard. Amend #7 to add If
needed and remove #8.

Highway Budget – Change the Highway wages to a \$1.00 an hour increase.

General Budget – Enter wages at a \$1.00 per hour for all employees.

Would like to see welcome to Williamstown Signs put back up.
Work on New Town Garage proposal.

Adjourn:

Matt made motion to adjourn 8:10 p.m. Jasmin second. So moved.

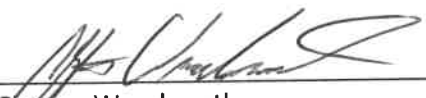
Respectfully submitted,
Jackie Higgins



Rodney Graham




Matt Rouleau



Clayton Woodworth



Jasmin Couillard



Jessica Worn

Town of Williamstown
WILLIAMSTOWN SELECTBOARD MEETING
Budget Meeting
MONDAY, NOVEMBER 15, 2021
SELECTBOARD MEETING – 6:30 P.M.
TOWN OFFICE

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) *None Jasmin / Jessica So moved*

REVIEW OF OPEN PUBLIC COMMENT: (1 MIN) *✓*

SELECTBOARD ANNOUNCEMENTS: (5 MIN) *None*

PUBLIC ANNOUNCEMENTS: (2 MIN) *None*

COMMISSIONS/COMMITTEES/TRUSTEES/OTHER BOARD ANNOUNCEMENTS: (5 MIN) *None*

NEW BUSINESS: (10 MIN)

CEMETERY BUDGET
AINSWORTH PUBLIC LIBRARY BUDGET
HIGWAY BUDGET

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 11/15/21

Tammy Briggs

Vaughn Martin

Katelyn Sobell

Hele Duke

Karen W. Perkins

John W. Perkins

Proposed Budget for the Ainsworth Public Library 2022-2023
10/25/21

- 001-7-24-10 Wages (includes 5 employees): \$63,341.40 ✓
- 001-7-24-11 Health Insurance: \$11,636.00 ✓
- 001-7-24-11 HRA: \$2,700 ✓
- 001-7-24-1 Retirement: \$ 2,437 ✓
- 001-7-24-12 FICA/Medicare: \$5,799.01 ✓
- 001-7-24-12.03 Unemployment Insurance: \$642 ✓
- 001-7-24.12.06 Workers Comp: \$500 ✓
- 001-7-24-13.01 Travel & Conference: \$0 ✓
- 001-7-24-14.10 Dues & Conferences: \$2,056 ✓
- 001-7-24-15.05 Heat: \$2,500 ✓
- 001-7-24.15.10 Electric: \$1,020 ✓
- 001-7-24-15.12 Printing & Copying: \$1,032 ✓
- 001-7-24-15.20 Telephone: \$1,080 ✓
- 001-7-24.15.30 Water / Sewer: \$500 ✓
- 001-7-24-18.00 Postage: \$1,123 ✓
- 001-7-24-19.00 Computer Services: \$500 ✓
- 001-7-24-40.01 Mowing/Snow Removal: \$1,200 ✓
- 001-7-24-55.00 Property Insurance: \$2,792.70 ✓
- 001-7-24.22 Repairs and Maintenance: \$1,000 ✓
- 001-7-24-18 Supplies: \$1,500 ✓
- 001-7-24.45.00 Miscellaneous: \$3,000
- 001-7-24.62 Books, magazines, newspapers: \$3,500 (The library would cover \$2,500 as the budget is actually \$6,000 yearly.)
- 001-7-24-64.00 Grant Expense: \$0 (This is based on what grants we procure, there is no way to estimate that for 2022-2023.)

TOTAL: \$109,859.11

Remove from budget.
Letter sent to Library
Trustees 10/29/21
General

CEMETERY INCOME – 001-6-03		BUDGET 2021-2022	PROPOSED 2022-2023
TOWN ALLOCATION – 001-6-03-01.00		\$44,500.00	\$44,500.00
BURIAL SERVICES – 001-6-03-30.00		\$ 0.00	\$ 0.00
CEMETERY LOT SALES – 001-6-03-31.00		\$ 0.00	\$ 0.00
INTEREST FROM PERPETUAL CARE – 001-6-03-35.00		\$ 2,000.00	\$ 2,000.00
OTHER		\$ 0.00	\$ 0.00
DONATIONS		\$ 0.00	\$ 0.00
TOTAL		\$46,500.00	\$46,500.00
CEMETERY EXPENSES – 001-7-03			
WAGES: 001-7-03-10.01		\$ 4,000.00	\$ 4,000.00
FIGAMEDICARE: 001-7-03-12.01		\$ 300.00	\$ 300.00
MAINTENANCE: 001-7-03-22.01		\$ 3,000.00	\$ 3,000.00
FENCE REPAIR/MISC: 001-7-03-22.02		\$ 1,200.00	\$ 1,000.00
WEST HILL MAPPING – 001-7-03-30.01		\$ 500.00	\$ 500.00
STONE REPLACEMENT & REPAIR: 001-7-03-30-02		\$ 2,000.00	\$ 2,000.00
BURIAL SERVICES: 001-7-03-40.00		\$ 1,000.00	\$ 1,000.00
CONTRACTED LAWN SERVICES: 001-7-03-40.01		\$31,300.00	\$32,000.00
FERTILIZER: 001-7-03-40.10		\$ 300.00	\$ 300.00
CEMETERY MISC. EXPENSES: 001-7-03-45.00		\$ 2,000.00	\$ 1,500.00
PROP/CASUALTY INSURANCE: 001-7-03-55.00		\$ 100.00	\$ 100.00
MEMORIAL DAY: 001-7-03-60.00		\$ 300.00	\$ 300.00
LOT SALES RESERVE – PERP. CARE 001-7-03-99.05		\$ 0.00	\$ 0.00
EROSION CONTROL IN VILLAGE – 001-7-03-99.50		\$ 500.00	\$ 500.00
TOTAL		\$46,500.00	\$46,500.00

09/21/21
01:06 pm

10/25/2021
J.P.

Town of Williamstown General Ledger
Current Yr Pd: 3 - Budget Status Report
General

2022/2023
Jul Jun

Account	Budget	Actual	% of Budget	
001-6-03 CEMETERY				44500
001-6-03-01.00 Cemetery Town Allocation	44,500.00	44,500.00	100.00%	
001-6-03-30.00 Burial Services	0.00	1,545.00	100.00%	
001-6-03-31.00 Cemetery Lot Sales	0.00	710.00	100.00%	2000
001-6-03-35.00 Interest from Perp Care f	2,000.00	0.00	0.00%	
Total CEMETERY	46,500.00	46,755.00	100.55%	46500
Total Revenues	46,500.00	46,755.00	100.55%	
001-7-03 CEMETERY COMMISSION				4000
001-7-03-10.01 WAGES: Cemetery	4,000.00	1,075.13	26.88%	300
001-7-03-12.01 CEME: FICA/Medicare	300.00	82.22	27.41%	3000
001-7-03-22.01 Maintenance	3,000.00	2,840.00	94.67%	1000 1
001-7-03-22.02 FenceRepair / Misc	1,200.00	0.00	0.00%	500 5
001-7-03-30.01.2nd Phase East Hill WEST HILL MAPPING	500.00	0.00	0.00%	2000 2
001-7-03-30.02 Stone Replacmnt & Repair	2,000.00	0.00	0.00%	1000 3
001-7-03-40.00 Burial Services	1,000.00	1,100.00	110.00%	32000
001-7-03-40.01 Contracted Lawn Services	31,300.00	11,062.50	35.34%	300
001-7-03-40.10 Fertilizer	300.00	0.00	0.00%	1500
001-7-03-45.00 Cemetery Misc. Expenses	2,000.00	158.14	7.91%	100
001-7-03-55.00 Prop / Casualty Ins	100.00	0.00	0.00%	300 4
001-7-03-60.00 Memorial Day	300.00	0.00	0.00%	0.00
001-7-03-99.05 Lot Sales Res - Perp Care	0.00	500.00	100.00%	500.
001-7-03-99.50 Erosion Control in Villag	500.00	0.00	0.00%	
Total CEMETERY COMMISSION	46,500.00	16,817.99	36.17%	46500
Total Expenditures	46,500.00	16,817.99	36.17%	
Total General	0.00	29,937.01		
Total All Funds	0.00	29,937.01		

Notes:

1. Painting and Fence Repairs in Village Cemetery.
2. Replacement of Broken Stones with grass Markers.
3. Estimated Cost to Remove Ledge during Burials.
4. New Flags in Cemeteries
5. Research to find missing Stones in West Hill

From July 2021 to Fall 2021 we have cleaned 160 stones in Village Cemetery and 288 Stones in East Hill Cemetery. East Hill Stones are now finished and we will move to West Hill. We will replace 14 Broken / missing Stones in East Hill Cemetery by July 2022. We have removed 4 Stumps in East Hill by the Stone Wall

Proposed Budget for the Ainsworth Public Library 2022-2023
Revised 11/12/21

001-7-24-10 Wages: \$59,235 (for 5 employees)
001-7-24-11 Health Insurance: \$11,366.60
001-7-24-11 HRA: \$2,700
001-7-24-1 Retirement: \$ 2,437
001-7-24-12 FICA/Medicare: \$4,702.20
001-7-24-12.03 Unemployment Insurance: \$642
001-7-24.12.06 Workers Comp: \$500
001-7-24-13.01 Travel & Conference: \$0
001-7-24-14.10 Dues & Conferences: \$2,056
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001-7-24.62 Books, magazines, newspapers: \$3,500 (The library would cover \$2,500 as the budget is actually \$6,000) yearly.)
TOTAL: \$101,386.50 4% increase \$3,899.48

11/12/2021

To the Selectboard,

Since the Selectboard informed the Library Trustees that there cannot be more than a 4% increase in the budget for any town entity, the Library is asking for a separate article in the amount of **\$5,475.00** because it must be able to pay for the increase in wages and required deductions due to the minimum wage increasing.

Thank you,

Library Board of Trustees