

# TOWN OF WILLIAMSTOWN SELECTBOARD MEETING

April 13, 2022 – PUBLIC SAFETY BUILDING

**Present:** Jasmin Couillard, Clayton Woodworth, Chris Peloquin, Rodney Graham, Chris Wade

Town Manager, Jackie Higgins

**Call to Order** – Meeting called to order by Jasmin at 7:16 p.m.

**Set the Agenda** – Jasmin opened the discussion to set the agenda, Chris P. made the motion to accept the agenda as written, Chris W. second. So moved.

**SB Announcements & Public Announcements** – None

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

**Open Public Comments and Questions** – None

**Approve Minutes & Warrants** – Chris P. made the motion to approve the payroll warrants 3/27/2022 & 4/10/2022 as well as SB20133, SB20135 & SB20136. Clayton second. So moved.

Chris P. made the motion to approve the Selectboard Minutes 3/14/2022 and Clayton second. So moved. Chris P. also made comment to the reporting of Dave Delecore's reporting on Selectboard meetings, to be discussed in future meeting. Rodney made the motion to approve the Selectboard Minutes 3/21/2022. Chris P. Second. So moved.

**Town Manager's Report** – See Attached

**New Business** – Chris Dessureau presented the Downtown Community Project. Rodney reported findings of state statutes regarding the project. Discussion regarding funding for project from Audrey Fargo , Chris Dessureau, Lisa St. Lawrence and Helen Duke. Jackie reported status with WYSA no longer using the field and take down of fence and bleachers. Rodney made the motion to create a Recreation Board, Chris W. Second. So moved. Clayton made the motion for a Recreation Board to have 4 community members and 1 Selectboard Member, Chris P. second. So moved. Information will be posted for Recreation Board seats, the deadline to submit is May 1<sup>st</sup>.

Light poles on Route 14 to be replaced. Chris P. made the motion to move forward with this project. Rodney second. So moved.

LEMP Project Approval – Local Emergency Management Plan provided to the board for approval. Contact information updated. Chris P. made the motion to approve. Rodney second. So moved.

Williamstown Burn Ban – Discussion on town burning, possible ordinance of Downtown Burning. Formal permit for burning to be warned to towns people by the town office. No action taken.

Class 4 Funding Requests – Chris P. made the motion to table the discussion until Selectboard Members are able to view each site upon personal availability. Clayton second. So moved.

**Old Business** – Appointments accepted by the Selectboard of Fence Viewer, Lister as well as CVRPC Rep. A social media post will go up to recruit for the other available positions. Chris P. made the motion to accept the appointments. Chris W. seconded. So moved.

Letter to the Fire Chief – A formal complaint was filed by the Town Manager with the State of Vermont in regard to the treatment of the Fire Department and the Town of Williamstown by John Wakefield.

Town Manager requested monthly or quarterly permits for fire trainings with the state. She also stated that the Williamstown Fire Department had not violated any regulations or permitting with the State of Vermont.

**Around the Table -**

Chris W. commented on the removal of the Rosewood Inn by Larry Hebert.

Chris P. discussed the Solar Property and the farm equipment being stored there. Chris P. also discussed the date changes of Selectboard meetings.

Rodney discussed social media attack against the Fire Department. He also spoke to the board coming together to make decisions and to put the past behind moving forward.

**Adjourn** – At 9:28pm Chris P. made the motion to adjourn, Clayton seconded. So moved.

Respectfully Submitted

Megan Keys

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Jasmin Couillard

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Rodney Graham

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Chris Peloquin

\_\_\_\_\_  
Clayton Woodworth

\_\_\_\_\_  
Chris Wade

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

**WEDNESDAY, APRIL 13, 2022**  
**SELECTBOARD MEETING –**  
**7:00 P.M. SITE VISIT TOWN GARAGE**  
**IMMEDIATELY AFTER RECONVENE AT THE**  
**PUBLIC SAFETY BUILDING**

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**MEMBERS:**                **RODNEY GRAHAM**  
                                 **JASMINE COULLIARD**  
                                 **CLAYTON WOODWORTH**  
                                 **CHRIS PELOQUIN**  
                                 **CHRIS WADE**

**TOWN MANAGER – JACQUELINE HIGGINS**

**SITE VISIT TOWN GARAGE – 7:00 P.M.**

**SELECTBOARD MEETING**

**CALL TO ORDER:**

**SET THE AGENDA:**

**REVIEW OF OPEN PUBLIC COMMENT:**

**SELECTBOARD ANNOUNCEMENTS:**

**PUBLIC ANNOUNCEMENTS:**

**COMMISSIONS/COMMITTEES/TRUSTEES/OTHER BOARD ANNOUNCEMENTS:**

**APPROVE WARRANTS: PAYROLL 3/27/22 & 4/10/22 AND SB20133, SB20135 & SB20136**

**SELECTBOARD MEETING MINUTES: 3/14/22 & 3/21/22**

**TOWN MANAGERS REPORT**

**NEW BUSINESS:**

**DOWNTOWN COMMUNITY PROJECT**

**LIGHT POLES ALONG ROUTE 14**

**LEMP APPROVAL**

**WILLIAMSTOWN DOWNTOWN BURN BAN**

**CLASS 4 ROAD FUNDING REQUEST**

**GETZ ROAD**

**GRANDVIEW ROAD**

**MOORE ROAD**

**APPOINTMENTS:**

**FENCE VIEWER – RICHARD POWELL**

**LISTER – KIRK STRASBUGER**

**CVRPC REPRESENTATIVE – RICH TURNER**

**CVSWMD –**

**CV FIBER -**

**TRUSTEE OF PUBLIC FUNDS –**

**DISCUSSION OF LETTER TO FIRECHIEF FROM THE STATE**

**OLD BUSINESS:**

**AROUND THE TABLE:**

**EXECUTIVE SESSION – 1 V.S.A. SECTION 313 – IF NEEDED**

**ADJOURN**

# WILLIAMSTOWN SELECTBOARD MEETING SIGN IN SHEET

DATE 4/13/23

Horace Duke, Jr.

Helen Duke

Wynghw Martin

Chris Johnson

Loren Hils

# TOWN MANAGER'S REPORT

**Delinquent Taxes \$100,788.76 – Water \$13,291.55 and Sewer \$16,635.01**

**Tax Sales – Tax Sale schedule – April 14, 2022, 10:00 A.M. – Started with 33 properties as of today we still have 9 going to tax sale.**

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

**ARPA –**

**VOSA Surprise Inspection – 4/12/22 – Will have full report on inspection Friday. Overall Town Office Building, Town Garage and Public Safety Building were in good order. SDS binders and record keeping need some work. John Callan from VOSHA has already sent helpful information to be used going forward.**

**Doug Moran on VT Rte 14 requesting that the Selectboard send a letter to AOT requesting reduction in speed study from Brockway Hill Road Intersection into Williamstown Village coming from Barre Town.**

**Seaver Ball Field –**

**WYSA – Spoke with Cote Griggs on April 11, 2022, WYSA is moving all programs and equipment to Saldi Field and will no longer use Seaver Ball Field. Cote stated that since the appropriation was approved in March that they would have their lawn care contractor continue to mow Seaver Ball Field this year.**

**Walked the property line with Chris D. on April 11, 2022. Chris D. is proposing installing a new fence along his property line and installing community gardens on his property along the brook line. Currently a corner of the dugout encroaches onto his property. WYSA does not want the dugouts, bleachers or storage buildings. Bleachers are in really bad shape and should be torn down. Selectboard needs to decide what to do with dugouts/storage sheds and fencing.**

**Water/Sewer Department – Meter readings will take place the week of April 25 for billing first week in May. Shut off notices on delinquent accounts will be delivered the week of April 25.**

**HIGHWAY – See Road Log – Spring maintenance, equipment maintenance.**

**Ainsworth Public Library Trustees – A letter was delivered to the Library Trustees Chair on March 3<sup>rd</sup>. Asking how they want to proceed with accounting for town appropriation. Would they prefer the town continue the accounting (new chart of accounts and account or would they prefer to set up their own accounting and have a check issued to them from the town). As of today no response from the Library Trustees.**

**Williamstown Cemetery Commissioners** – A letter was delivered to the commissioners on March 3<sup>rd</sup>. Asking how they want to proceed with accounting for town appropriation. They are requesting that the town continue with a new chart of accounts outside of the general fund. And follow the same procedure as before with the Town Treasurer handling the accounting for them. New Chart of accounts and account set up and ready to go for Cemetery Commissioners

**Rosewood Inn** – Demolition is complete and cellar hole is filled in. Well within the agreed upon 6 month timeline.

**Fire Department** – I contacted Heidi Hales, Director 1 National Life Drive, Davis 2. Montpelier, VT, 05620-3802, Voice: 802-498-7338. - Environmental Compliance and expressed my concerns with one of her staff members John Wakefield's accusations against the Town of Williamstown and the Williamstown Fire Department and how he had handled issues.

**Memorial Day Celebration** - is scheduled for Saturday, May 21, 2022, Parade line up starts at 11:00 and parade at 11:30, Fire Department Chicken BBQ on Seaver Field at noon. Craft Fair/Flea Market on Seaver Ball Field from 10:00 to 3:00. Fireworks at Dusk. Participation Forms are available on the Williamstown Website, at the Town Office and on the Town of Williamstown and Billtown Resident Chat Facebook pages. Or you can contact the Town Manager's Office at 802-433-6671.

Josquin M. Cavill  
Rodney Grathues  
CL RG

Officer William Wakefield  
[Signature]