

TOWN OF WILLIAMSTOWN
WILLIAMSTOWN SELECTBOARD MEETING
October 10, 2022 – PUBLIC SAFETY BUILDING

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

Town Manager, Jackie Higgins

Call to Order - Jasmin called the meeting to order at 7:00pm

Set the Agenda – Rodney made the motion accept the agenda. Chris P. seconded. So moved.

Selectboard Announcements: Jasmin conveyed that William Graham wanted to remind the Selectboard that the clock needs removed from the back bay of the Fire Department. Also requested the Selectboard meetings be moved to the High School, so that the Fire Department could use the room for occasional trainings. Chris P. made the motion to remain at the Public Safety Building. Clayton seconded. Rodney opposed. So moved.

Review of Open Public Comments

Public Announcements – None

Commissions/Committees/Trustees/Other Board Announcements – Helen Duke represented the Library, asking the Selectboard if they had received Certified Letters from the lawyer regarding the library. Also provided the Selectboard with copies of the letter as well as a letter from a new trustee member to be appointed.

Approve Warrants: Payroll 9/11/22, 9/25/22 & SB22012, SB22013– Rodney made the motion to approve payroll and SB Warrants. Chris P. seconded. Chris P. requested that warrants have more description of purchases. So moved.

Selectboard Meeting Minutes – 9/12/22 – Chris P. made the motion to approve the minutes. Clayton seconded. So moved.

Town Manager Report: See attached. Chris P. questioned the Poulin account opened by the Fire Chief in 2018, he questioned any other accounts being opened by other departments as well. He also requested a copy of the invoice, which Jackie handed out. Rodney questioned who views the invoices when they come into the office. Chris P. reviewed that the account has been shut down and that the issue would be discussed with the Fire Chief.

New Business:

Code of Ethics – Chris P. and Rodney are both not in favor of the ethics policy.

Cell Phone Policy – Chris P. questioned the Social Media platforms on the Cell Phone Policy. If not written, can it be added. Rodney added that town hall employees might need the use of their cell phones for work related issued. Road Foreman, David Wilder added that the Texting and Socials were becoming a safety issue with crew. Chris P. said that all of the employees of the town of Williamstown should follow the policy. Jasmin said that she supports adding the social media platforms to the Policy. Chris P. made a motion to add Social Media platforms to the policy. Chris W. seconded. So moved.

Highway Garage Committee – Chris W. updated the Selectboard on the progress of the newly formed board. Chris W. was elected as Chair, Ivan Leblanc as Vice Chair and Jackie Higgins as Secretary. Their first meeting was an organizational meeting, planning meeting and schedule. Rodney questioned how Jackie ended up on the board. Chris W. said that she was appointed at the September Selectboard Meeting.

Class 4 Funding Request – Chris P. suggested that the part of Getz Road requested funding, does not need the work. Chris P made the motion to deny the request. Rodney seconded. So moved.

Snow Plow Bids – Chris P. made the motion to discuss the bids presented by the Road Foreman to the Selectboard. Clayton seconded. So moved. Rodney questioned the request for the plow. David Wilder explained that the current 1 Ton truck has frequent issues and has to be worked on, therefore a backup is needed. Also when surveying the roads after a storm, they sometimes need to clear areas, this would be ideal for this situation. Rodney mentioned a purchase similar in the past that didn't pan out to be very efficient. Chris P. made the motion to approve the purchase of the Magee Ford plow bid. Chris W. seconded. Rodney opposed. So moved.

Budget Meeting Schedule- Budget meeting agreed upon for third Wednesday of the month. Next meeting will be October 19th, 2022 at 7pm.

ARPA FUNDS ALLOCATIONS (PARKS AND RECREATION) – Pete DeVerna represented the Williamstown Recreation Board requesting permission to proceed with planning of building and planning for a Pavilion for Hoyt-Seaver Field. Rodney asked what kind of pavilion, Pete described a 20x40 foot open stage pavilion. Clayton questioned the pavilion including electricity. The WRB would love to include electricity as well as water/sewer in the plans for future projects. Clayton suggested the WRB putting together an actual plan with dollar amount. Chris P. asked the Selectboard if they would support putting a permanent structure on Hoyt-Seaver Field. Rodney made the motion to approve the request and stated that they support the use of ARPA Funds for recreation. Chris W. seconded. Chris P. abstained. So moved.

Cote Griggs representing the WYSA for Williamstown. The WYSA has some projects that could definitely use the ARPA funding towards that, but if the town needed the funding in other areas of town that is fine. Jackie stated that the funding can be used for waterlines as well, but some funding can go towards recreation for the town. Rodney suggested waiting until the WRB came up with their ideas until a vote was necessary.

Chris P. asked to add the Waterline Replacement as well as WYSA & WRB to the next Selectboard meeting agenda.

Around the Table

Chris W. will be out of town for the next meeting. Chris P. requested a copy of the Solar project agreement for the Selectboard to view.

Chris P. made the motion to approve October as Childhood Cancer Awareness Month in Williamstown, Chris W. seconded. So moved.

Rodney made the motion to approve Jane McCrystal for the Library Board. Chris P. seconded. So moved.

Rodney asked about the lights on Main Street. Jackie said that Ron Howe has installed the new ones and is currently looking into the other lights that are out.

Adjourn Chris W. made the motion to adjourn at 8:38 pm and Chris P. seconded. So moved.

Respectfully Submitted,

Megan Keys

Jasmin Couillard

Clayton Woodworth

Chris Peloquin

Rodney Graham

Chris Wade