

TOWN OF WILLIAMSTOWN
WILLIAMSTOWN SELECTBOARD MEETING
May 13, 2024 – PUBLIC SAFETY BUILDING

Present: Larry Hebert, Clayton Woodworth, Chris Wade, Scott McCarthy, Tyler Mitchell

Town Manager, Jackie Higgins

Call to Order: Larry Hebert called the meeting to order at 7:00 pm.

Set the Agenda: Chris made the motion to set the agenda with amendments, Clayton seconded. So moved.

Review of Open Public Comments

Selectboard Announcements: Barbara Graham announced her vacation for 5-20-24, 2024.

Public Announcements: Helen questioned the update for Insurance claim for the library during the flood 2023. Jackie gave an update on payment on the claim coming this week.

Barre Town EMS Report: Dave reported 46 calls in Williamstown with response time of 8 minutes and April with 53 calls and 9 minute response time. Actively working with the Fast Squad on calls and a continued positive reception in town of services.

Fast Squad: Marie updated the board on the first month of activity, 12 tones, 10 calls were attended. A few issues with dispatch that are getting worked out.

Commissions/Committees/Trustees/Other Board Announcements: N/A

Approve SB Warrants: Chris made the motion to approve the Warrants SB22094, SB22095, SB22096, SB22097 and SB22098. Scott seconded the motion. So moved.

Approve Payroll Warrants: Clayton made the motion to approve the Payroll Warrants 4/21/2024 & 5/24/2024, Scott seconded the motion. So moved.

Approve SB Meeting Minutes: Chris made the motion to approve the minutes from 4/8/2024, Scott seconded. So moved.

Town Manager's Report: See attached

New Business:

Road Foreman: Equipment Request- Dave presented the board with a request for roller equipment to attach to the Snow plow to be used when grading the roads. Clayton asked Dave to acquire the specs as well as pricing for the equipment.

Animal Cruelty & Dog Ordinance Committee: After some discussion and a update from Rodney Graham, Bill H626 is awaiting approval and the board opted to post openings for the committee on social media and around town.

FEMA Funding Updates:

July 2023 Flooding: 46 Damaged Roads, 25 Projects. Monies obligated to the town for repairs \$869,481.28 and received to date \$163,000.00.

December 2023 Flooding: 5 Damaged Road Projects. Meetings and Reports set and filed, RFPs being sent out for work to be done.

Lister Resignation: Letter of resignation from Kirk Straussberger. Tyler made the motion to accept, Clayton seconded. So moved.

Lister Appointment: Letter of Interest from William Graham. Clayton made the motion to accept, Tyler seconded. So moved.

2024 Liquor License Renewals: Renewals for The Pub, Chris made the motion to accept, Clayton seconded. So moved.

ARPA Funding Update:

POTENTIAL NEW PROJECTS FROM THE TOWN GARAGE ARPA MONEY:

MTN. VIEW BOOSTER PUMP STATION HYDROPNEUMATIC TANK	\$65,000.00
WATER TOWER GENERATOR	\$68,445.00
PAVING HIGH STREET AFTER WATER PROJECT	\$46,000.00
TOWN OFFICE GENERATOR	\$21,930.00
MOUNTAIN VIEW PUMP STATION GENERATOR	\$28,234.00
TOWN GARAGE DESIGN	\$200,000.00

Clayton made the motion to approve the ARPA Project allocations. Scott seconded the motion. So moved.

June 1 Benefit – Beckett St Closure: Board approval to close the street from 11am to 4pm.

Employee Vacation Time: Road Foreman requested to pay out the vacation time for 2 Road Crew members due to not being able to take vacation time because of the flooding & winter work. Town Manager also requesting pay out of 57 hours of vacation time. Clayton made the motion to approve payment for vacation hours for Road Crew 2 weeks and Town Manager of 57 hours. Chris abstained. So moved.

Old Business:

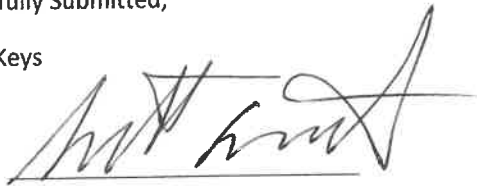
E1 Refurbish Project: Details were given to the board regarding borrowing money from M&T Bank regarding the refurbishment of the E1 Vehicle. Scott made the motion to move forward with the loan of \$249,578.13 with M&T Bank. Clayton seconded the motion. So moved.

Executive Session: Larry made the motion to take a 10 minute recess at 8:46pm and then enter into Executive Session for Personnel Issue. The Selectboard entered Executive Session at 8:56pm and exited at 9:14pm. No action taken.

Adjourn: Chris made the motion to adjourn the meeting at 9:15, Scott seconded. So moved.

Respectfully Submitted,

Megan Keys



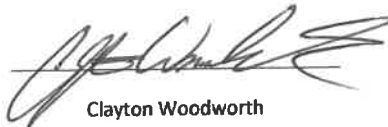
Scott McCarthy



Chris Wade



Larry Hebert



Clayton Woodworth



Tyler Mitchell

Town of Williamstown
WILLIAMSTOWN SELECTBOARD MEETING

MONDAY, MAY 13, 2024

SELECTBOARD MEETING
7:00 P.M.
PUBLIC SAFETY BUIDLING

MEMBERS:

LARRY HEBERT
CHRIS WADE
CLAYTON WOODWORTH
SCOTT MCCARTHY
TYLER MITCHELL

TOWN MANAGER – JACQUELINE HIGGINS

SELECTBOARD MEETING

SET THE AGENDA:

REVIEW OF OPEN PUBLIC COMMENT:

SELECTBOARD ANNOUNCEMENTS:

PUBLIC ANNOUNCEMENTS:

BARRE TOWN EMS REPORT:

FAST SQUAD UPDATE:

COMMISSIONS/COMMITTEES/TRUSTEES/OTHER BOARD ANNOUNCEMENTS:

APPROVE WARRANTS: SB22094, SB22095, SB22096 & SB22097

PAYROLL 4/21/24 & 5/5/24

APPROVE SELECTBOARD MEETING MINUTES: 4/8/24

TOWN MANAGER'S REPORT

NEW BUSINESS:

ANIMAL CRUELTY AND DOG ORDINANCE UPDATE COMMITTEE

FEMA FUNDING UPDATE

JULY 2023 FLOODING

DECEMBER 2023 FLOODING

LISTER RESIGNATION

LISTER APPOINTMENT

2024 LICQUOR LICENSE RENEWALS

ARPA FUNDING UPDATE

JUNE 1 BENEFIT AT THE PUB – REQUEST TO CLOSE DOWN BECKETT STREET FROM

11:00 A.M. TO 4:00 P.M.

EMPLOYEE VACATION TIME

OLD BUSINESS:

E1 REFURBISH PROJECT

AROUND THE TABLE:

EXECUTIVE SESSION – 1 V.S.A. SECTION 313 – PERSONNEL ISSUE

ADJOURN

WILLIAMSTOWN SELECTBOARD

MEETING SIGN IN SHEET

DATE 5/13/24

Sandra Graham

David Wild

Nelen Duke

Marie Graham

Cote Grigg

Sam Panchan

David Davforth - BTEMS Director

TOWN MANAGER'S REPORT

Delinquent Taxes \$95,747.57, Water \$7,179.54 and Sewer \$10,533.13

Tax Sales – Tax Sale Date is May 29, 2024 at 10:00 a.m. Have 6 still remaining on the list.

Landfill Inspection Report –

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

Water/Sewer Department –

Vermont Service Line Inventory requirements. Inventory and replacement plans must be completed by October 16, 2024. Both system owned and customer owned. Replacement plans are for galvanized and lead pipe replacement. High Street and a small section of galvanized water line going south past the Pump and Panty will need to be replaced.

For Water Systems serving a population of 1000 or less: The Division plans to utilize 2022 DWSRF Set-Asides to offer FREE service line inventory development to NTNC and Community water systems serving 1000 or fewer people.

Consulting assistance has started obtaining data from the town for the inventory. Maps scanned and address for property owner submitted.

Vermont Service Line Inventory staff will be out knocking on doors dispensing notices on 3/15/24. Inventory is scheduled for March, 21, 22, 28, 29, and April 1 and 2nd.

Inventory Survey has been completed – company is compiling data.

Will be sending out another survey with water/sewer bills for data missing.

Working on Generator for Town Water Tank (ARPA funded). Which was approved in the amount of \$84,000.00. Price came in at \$74,285.00 but will increase slightly due to distance needed between tanks and generator (plowing purposes). Per state regulations can't be a diesel generator. Generator is in stock. No fuels can be stored in the well protection area.

Electric has been installed and the New generator installation will take place on May 30th.

ARPA Funding – Updated excel spreadsheet in packet.

EWP (Emergency Watershed Protection) - Brook Street declined funding. Industry Street pending waiver of engineering study. As required by EWP. Meeting held with Jaron Borg and EWP.

Federal Government has changed the funding from 75% to 100%. Industry Street is scheduled for a bidder site visit on March 22 at 10:00 a.m. with bids due on April 5th for opening on April 8th at Selectboard meeting. Will work with Landowners on Brook Street as engineering will need to be done for those sites. Meadow Street engineering has been waived and we can proceed to setting up RFP and bidder site visit.

Bids were submitted by 4:00 p.m. on April 5th for opening tonight.

HIGHWAY –

December 18, 2023 storm caused roughly \$30,000.00 worth of damage. **Still - Waiting on state to see if a declaration will go through.**

Declaration was granted. First stage of mandatory administrative meeting has been done. Town of Williamstown portal has been set up for submitting damage report.

FEMA will be contacting within the next couple of weeks.

We have two sites a mudslide on Chelsea Road and Getz Road culvert replacement two additional sites Graniteville Road mudslide and Brook along Zampeiri's property on Brockway Hill Road where sewer line runs.

Have had a couple of meetings with the December 18/19 FEMA representative.

Meeting with ANR Tuesday at 2:30 at the Zampeiri property. Meeting scheduled for Wednesday morning at 9:00 a.m. with FEMA.

Extra Grader has been delivered and is out on the roads.

Washington Road, Rood Pond Road - roads to be ditched.

Weir Road - 1 culvert that is to be replaced.

Erskine/Bearskat culvert will be replaced.

MRGP Grant has been applied for. Ashley from the State will be scheduling a meeting with Road Foreman and myself for review of project areas the end of this month. **UPDATE received a \$21,000.00 MRGP grant. State has extended the deadline until next year - due to flooding.** Road Foreman and myself will pulled together a list for Ashley.

Falls Bridge Road resurfacing project started today.

Fire Department Recreation

BTEMS AMBULANCE – Per the Barre Town Budget Committee Meeting minutes of 3/5/24. It appears that our per capita will be reduced from \$75.96 to \$65.00 per capita (\$10.96) which will be a savings of \$38,524.40 from what was budgeted for in the 2024/2025 budget. Which is a reduction from the 2023/2024 ambulance budget by \$33,322.20. Plus the \$12,000.00 in rent that goes directly to the Town of Williamstown where BTEMS pays the Berlin Fire Department for rent and not the Town of Berlin that is an additional \$3.38 per capita in revenue.

FAST SQUAD – The license has been issued to the Town of Williamstown Fast Squad as of Friday, March 8, 2024. Marie Graham (Head of Service) and I are requesting that the Selectboard approve a portion of the \$6000.00 rent for the BTEMS first 6 months rent to move forward with the Fast Squad coming on board 4/8/24. If the funding is approved we would like to purchase the FAST Squad license plates and the Fast Squad jackets for the crew. This will give us time to sit down with Dave Danforth from BTEMS and finalize when the FAST Squad will be toned out and give us time to do all the necessary background checks and Adult and Child Protective Services paperwork and also the ryder for the PACIF Insurance. We currently have 6 potential FAST Squad members.

Requesting Ambulance Memorial Fund and the Ambulance Fundraising accounts be changed over to Williamstown Fast Squad Memorial Fund and Williamstown Fast Squad Fundraising account. The Fast Squad would like to continue the Halloween activities as the Ambulance crew did with money for this activity to continue to come out the of the memorial fund. I would continue to split the 911 sign fundraising money between the WFD and the WFS.

FEMA – All projects have been submitted to FEMA portal. HAVE RECEIVED A TOTAL OF \$31,543.85 IN REIMBURSEMENT SO FAR. (DEBRIS REMOVAL AND FERNO ROAD). FEMA still working on projects submitted to the portal. Down to about 6 as of today. Submitted Financial Assistance paperwork for 6 more roads to the state in the amount of \$129,498.00 on May 1, 2024. Money should be electronically sent within a two week period.

\$129,498.00 was received this morning bringing total received to \$164,000.00. \$677,501.90 additional has been approved by FEMA and is being submitted to the State for approval for payment. Takes approximately two weeks from the date of my signature to money received in house.

Library Insurance Claim - I have filed a claim with VLCT PACIF insurance for library basement flooding and fire department equipment loss, Recreation equipment loss. Still pending. Money should be disbursed by end of February. Still pending reimbursement.

Working with the landowner/mortgage holder on property on Meadow Street. He is in the works of having tenants evicted and getting 46 Meadow Street signed back from Tender Loving Care over to him so he can have it demolished

Had site visit with Jaron Borg from ANR on Meadow Street brook – Jaron is working on a dredging plan for the brook. Waiting on update from him. Also reviewed the bank along the brook by the Bridge on Rte 14. State AOT is inspecting water undermining the blocks after work was completed on brook by bank from July 2023 flooding.

UPDATE: HAVE PERMIT TO DREDGE MEADOW STREET BROOK FORM JARON BORG – ANR. ARMY CORP OF ENGINEERS CONFIRMED WE DO NOT NEED PERMIT FROM THEM. CAN MOVE ON TO BIDS FOR REMOVAL.

Have applied to EWP for funding for dredging.

Meadow Street Landowner will be dismantling the mobile home destroyed during flood. Will be removed by July 1, 2024. Also assisting landowner with buyout paperwork from FEMA for the property as a whole. This process could take up to a year before it is completed.

Vermont Bond Bank - Applied for the Municipal Climate Recovery Fund Loan through the Vermont Bond Bank in the amount of \$1,600,000.00. This will cover costs associated with the July 10, 2023 flood damage to town roads. The deadline is January 10, 2024. 1.3% interest rate but VLCT – PACIF will be helping to reduce the interest rate on loans. 35 million dollars has been requested – on 15 million was available. Bond Bank is working on allocations and loan paperwork should be available in next couple of weeks.

Need to schedule a Selectboard meeting for 3/18/24 to sign FEMA Bond Bank Loan paperwork. Still don't have a set figure, this will depend on how many stay in the running for funding. They had 35 million dollars in request for 15 million dollars available.

Closing was March 28th and the \$274,000.00 has been electronically sent to our Town Account from the Bond Bank.

STORMWATER PERMIT GRANTS – APPLIED FOR BUSINESS CENTER ROAD STORMWATER GRANT AND WAS APPROVED FOR \$49,999.00. HAVE APPLIED FOR INDUSTRY STREET GRANT ALSO \$49,999.00 – STILL PENDING.

Both Industry and Business Center grants of \$49,999.00 were approved by the state. Engineering studies have been started and certified letters have been sent out today to all landowners that are within the stormwater area.

PAVING GRANT - PAVING GRANT THROUGH AOT FOR FALLS BRIDGE ROAD HAS BEEN SUBMITTED.

Pending response from the state AOT

Received notice from AOT that Williamstown is at the top of the list for paving grant and they are just waiting for funding to come through.

I received notification from Michelle Redmond that my application for Falls Bridge Road paving grant has been recommended for approval. We should be receiving the executed copy within the next couple of weeks. Paving can commence after July 1, 2024.

LANDFILL INSPECTION WAS COMPLETED ON WEDNESDAY THE 7TH OF FEBRUARY. WORKING WITH THEM TO REDUCE THE SAMPLING TO TRI-ANNUALLY INSTEAD OF ANNUALLY. CLOSURE PLAN IS BEING UPDATED.

Closure plan has been updated with new sampling time line.