

**TOWN OF WILLIAMSTOWN**

**WILLIAMSTOWN SPECIAL SELECTBOARD MEETING MINUTES**

**MONDAY, MARCH 30, 2026 – PUBLIC SAFETY BUILDING**

**FINAL**

**PRESENT:** LARRY HEBERT, CLAYTON WOODWORTH, COTE GRIGGS, TYLER MITCHELL

**ABSENT:** SCOTT MCCARTHY

**ALSO PRESENT:** BARBARA GRAHAM, SHERRY RUSSELL, STEPHEN HARDAKER, MYRON COBURN, MIKE MACASKILL, KRISTY PIRIE, GORDON PIRIE, BEN MOFFATT, DAVID WILDER II, MEGAN KEYS

**ALSO, PRESENT VIA ZOOM:** JANET STONE, LAUREN BUCK, DAVID RUGH

**CALL TO ORDER:** LARRY HEBERT, CALLED THE MEETING TO ORDER AT 6:01 P.M.

**PLEDGE OF ALLEGIANCE:**

**SET THE AGENDA:** Chairperson, Larry Hebert announced the agenda as set. There was no opposition. So, moved.

**REVIEW OF OPEN PUBLIC COMMENT:**

**NEW BUSINESS:** ROAD REHAB BOND REVOTE PREPARATION W/ DAVID RUGH – VERMONT BOND BANK ATTORNEY

While Ryan was working with the Vermont Bond Bank it was revealed that the Town of Williamstown needs to hold a revote to move forward with the pending Road Rehab Project that is slated to take place during the summer months of 2026. This revote is due to procedural changes as well as state statutes requiring specific warning times and resolutions as part of the Vermont Bond Bank requirement process. This Special Selectboard Meeting was requested so that the townsfolk and the Selectboard could properly hold a meeting with David Rugh, who is an attorney with the Vermont Bond Bank covering the forementioned requirements.

David Rugh confirmed that State Law requires that the warning of a meeting where voting on bonds is taking place is to be published for three weeks on the same day in three consecutive weeks and that the warning be posted in five places in the town. This requirement is a little different than an annual meeting warning where the warning needs to be posted in only three places. So, we failed to follow the correct procedure and must now notice the bond revote. This unfortunately is not something that can be corrected by resolution of Selectboard. He also said that there is a differentiation between the procedural requirements, what the Vermont Bond Bank likes to see, and what the state law requirements are. However, the Town of Williamstown can combine all the aspects in a straightforward way to make sure that bases are covered in a short amount of time to still ensure the ability of the Road Rehab Project to take place this summer as originally planned. The main points that must be covered: adequately warn in the correct places for the correct amount of time, adopt the Necessity Resolution, approve the Warning in tonight's Selectboard Meeting.

David continued with saying that in our case, the Town of Williamstown is to vote on a bond and are planning to have a special town meeting to vote on whether the town should incur the million dollars of indebtedness for these road upgrades and improvements. The warning of that special town meeting needs to be published on the same day of the week for three consecutive weeks with the last dated not more than ten and not less than 5 days before the meeting. The example he gave was if a special meeting was held on Wednesday May 6<sup>th</sup> then the last day of the publication should be Thursday April 30<sup>th</sup>. If Times Argus is being used to warn the special meeting then publish no later than the 16<sup>th</sup>, 23<sup>rd</sup>, and 30<sup>th</sup> of April. Also, we must post the warning in five public places at least two weeks before the meeting and then we will need to have a public informational meeting typically a couple of days before the meeting which calls for a resolution. Because the Town of Williamstown is voting via Australian ballot, all Australian ballot votes on public questions or indebtedness



need to have a public informational hearing within a few days of the vote. That is the procedure. A public informational meeting needs to be held at least 10 days in advance of the vote.

David continued with disclosing that the need for the Necessity Resolution was due to the reasoning behind it as well as the expense of project. A Necessity Resolution covers a statement that the project is necessary for the town; it does not have to be strictly necessary, but necessary in the sense of laying out a road to the same kind of standard. And the expenses of the project, which is capital improvement, are too great to be paid out of the ordinary expenses of the town. This resolution lists the cost, describes the procedure for voting, what happens if passed, and the expectations for commencement of the project. The Vermont Bond Bank issues bonds to towns which are similar to loans; they then compile all the bonds issued within a six-month period and take them to market to get the best rate for all involved, which saves money for everyone. This is done as a compilation because the rate is a lot lower than working with each as a separate standalone loan. However, the prerequisite for this process is that a town's Selectboard needs to verify that the project is necessary and that the costs are too great to be paid out of the ordinary income, revenue, and available resources of the town. This in turn requires the town to incur outside indebtedness. David also confirmed that there is a 30-day rescission period after the vote, which has been taken into consideration for ensuring that the project can happen in 2026.

Ryan disclosed that during the process of working with David he had drafted a Necessity Resolution, Warning of Special Meeting, and an Australian Ballot to be voted on during tonight's meeting. It was realized during the discussion with the Selectboard and David Rugh that some finite changes needed to be made under the circumstances of what David had pinpointed as procedures that needed to be followed before voting on the items. Chairperson Larry Hebert requested that Ryan leave the meeting to make the changes discussed and return with the amended items so that they could be voted on to move forward accordingly. When Ryan returned he presented them to the board as follows and they were voted on individually accordingly:

**Necessity Resolution:** Resolved at a Special Meeting of the Selectboard and of the Town of Williamstown duly notice for and held on March 30, 2026 It was determined by the Selectboard that the public interest and necessity demand that the town perform capital upgrades and improve at least 13.84 miles of nine unpaved town highways that have insufficient base and traveled way width to allow the public to safely travel said town highways in all seasons of the year, particularly in the Spring by adding crushed granite to the base. And be it further resolved that the Selectboard and Town Manager estimated with the total cost to perform the fore set upgrades and improvements to 13.84 miles of nine town highways is not more than \$1,000,000.00, which is referred to as the project. And be it further resolved that the costs of the project are too great to be paid out of the ordinary annual income, revenue, and available resources of the town. And be it further resolved that the anticipated construction of the project is to occur in July, August, and September 2026, making it necessary to schedule, warn, and conduct a special town meeting for consideration of the project. And be it further resolved that a proposal for the issuance of general obligation indebtedness of the town in an aggregate amount not to exceed \$1,000,000.00 having a maximum term of ten (10) years to fund the project should be submitted to the legal voters of the town to be voted on by Australian ballot at a special town meeting to be called duly warned and held on Wednesday, May 6, 2026, at the Public Safety Building, 249 Meadow Street, in the Town of Williamstown. And be it further resolved that the Selectboard will hold a public informational hearing on the project and bond issue proposition on Monday, April 27, 2026, commencing at six o'clock in the afternoon (6:00 p.m.) at the Williamstown Public Safety Building, 249 Meadow Street in the Town of Williamstown, and by Zoom. And be it further resolved that all acts relating to the proposition of incurring indebtedness and the issuance of general obligation debt or purpose of this project in accordance with the provisions of Chapter 53 Title 24 Vermont Statutes annotated. And be it further resolved that the attached form of the warning in form of ballot is specifically adopted for use in connection with consideration of the proposition of undertaking the identified capital improvement project and incurring indebtedness, therefore. Tyler made a motion to adopt the Necessity Resolution as read. Clayton seconded; so, moved.

**Warning of Special Town Meeting:** Town of Williamstown, Vermont Special Meeting Official Warning May 6, 2026:  
The legal voters of the Town of Williamstown, Vermont, are hereby notified and warned to meet at the Public Safety Building, 249 Meadow Street, in the Town of Williamstown, on Wednesday, May 6, 2026, between the hours of ten o'clock (10:00) in the forenoon (a.m.), at



which time the polls will open, and seven o'clock (7:00) in the afternoon (p.m.), at which time the polls will close, to vote by Australian ballot upon the following Article:

Article 1: Shall the general obligation bonds or notes of the Town of Williamstown in the amount not to exceed One Million and 00/100 Dollars (\$1,000,000.00), having a maximum term of ten (10) years, be issued to fund the purchase of materials and equipment to perform capital upgrades and improvements to at least 13.84 miles of nine unpaved town highways by adding a new crushed granite base? The legal voters of the Town of Williamstown are further notified that voter qualification, registration, and absentee voting relative to said Special Town Meeting shall be as provided in Chapters 43, 51, and 55 of Title 17, Vermont Statutes Annotated.

The legal voters of the Town of Williamstown are further notified that a public informational hearing will be held on Monday, April 27, 2026 at the Williamstown Public Safety Building, 249 Meadow Street in the Town of Williamstown beginning at six o'clock in the afternoon (6:00 p.m.), for the purpose of explain the Project and the financing thereof. The voters may attend via Zoom at the following link. Adopted and approved at a Special Meeting of the Selectboard, the Town of Williamstown duly called noticed, and held March 30, 2026. Tyler made the motion to accept the Town of Williamstown Special Town Meeting Official Warning May 6, 2026, as read. Cote seconded; so, moved.

**Williamstown's Official Ballot May 6, 2026:** Article One: Shall the general obligation bonds or notes of the Town of Williamstown in an amount not to exceed \$1,000,000.00, having maximum term of 10 years be issued to fund the purchases of materials and equipment to perform capital upgrades and improvement to at least 13.84 miles of nine unpaved town highways by adding a new crushed granite base? If in favor of this bond issue, make a cross in this square. If opposed to this bond issue, make a cross in this square. Tyler made the motion to accept the ballot as written. Cote seconded; so, moved.

The following important dates have been set for the Road Rehab Bond Revote:

- INFORMATIONAL MEETING: MONDAY, APRIL 27, 2026, AT 6:00 P.M. AT PUBLIC SAFETY BUILDING
- SPECIAL TOWN MEETING REVOTE: WEDNESDAY, MAY 6, 2026, AT 10:00 A.M. TO 7:00 P.M. AT PUBLIC SAFETY BUILDING

Discussion was still being held while Ryan was out of the meeting. Ben Moffitt disclosed that he filed a complaint with both the Secretary of States Office and the Town of Williamstown regarding the Town of Williamstown's handling of the two major articles on this year's Australian Ballot on Town Meeting Day: Road Rehab Bond Vote and Forensic Audit. He cited the discussion held at Town Meeting Day 2024 when townsfolk said that they wanted to do business in Williamstown the old-fashioned way and on the floor. He is looking for clarification for those items that are not held under state statute saying that it needs to be voted via Australian Ballot. Ryan and the Selectboard agreed that they would speak to the proper town attorneys and disclose their findings to make sure that the Town of Williamstown is forthright in due diligence conducting business correctly and legally. Ryan said that he would have answers for the next regular Selectboard meeting and that they would also further investigate to make sure that items discussed and/or voted on Town Meeting Day is also given the same attention. The underlying points are making sure that Australian Ballot items are the articles that have been voted to be done that way and other items are voted for on the floor accordingly.

**AROUND THE TABLE:** Clayton wanted to make sure that the public was aware of how Absentee Ballots would be handled in this instance; Barbara confirmed that Absentee Ballots would be available at the Town Clerks Office and due to the untimeliness of the mail that they would need to be filled out on the same day as received at the Town Clerks Office.

Cote made a motion at 6:49 p.m. that a 5-minute recess be taken and then go into Executive Session for Possible Legal Issues; Clayton seconded; so, moved.

#### **EXECUTIVE SESSION – 1 V.S.A. SECTION 313 – POSSIBLE LEGAL ISSUE**

Cote made a motion to exit executive session at 7:04 p.m. Clayton seconded; so, moved.

Cote reported that possible legal issues were discussed and that there was no action taken.



ADJOURN: Cote made the motion to adjourn the meeting at 7:05 p.m., Tyler seconded the motion; so, moved.

Respectfully Submitted,

May Edson




LARRY HEBERT



SCOTT MCCARTHY



COTE GRIGGS



TYLER MITCHELL



CLAYTON WOODWORTH

