

TOWN OF WILLIAMSTOWN

WILLIAMSTOWN SELECTBOARD MEETING MINUTES

MONDAY, JULY 13, 2026 – PUBLIC SAFETY BUILDING

FINAL

PRESENT: LARRY HEBERT, CLAYTON WOODWORTH, SCOTT MCCARTHY, TYLER MITCHELL

ABSENT: COTE GRIGGS

ALSO PRESENT: BARBARA GRAHAM, RODNEY GRAHAM, RICH TURNER, WILLIAM GRAHAM, SHARI RUSSELL, STEVEN HARDAKER, AMY GILBERT, SCOTT HULBERT, RYAN LOCKWOOD, MAY EDSON

CALL TO ORDER: LARRY HEBERT, CHAIRPERSON, CALLED THE MEETING TO ORDER AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

SET THE AGENDA: Tyler made the motion to set the agenda with the following amendment: remove sealed paving bids for Graniteville Rd from New Business due to receipt of one bid, would like to update the wording on RFP and send out for rebid. Scott seconded. So, moved.

REVIEW OF OPEN PUBLIC COMMENT

SELECTBOARD ANNOUNCEMENTS: Larry wanted to take a moment to acknowledge the great work that the new Road Foreman was doing and mentioned that he was seeing things getting done throughout town.

PUBLIC COMMENT(S): Steven Hardaker said that he was happy to see that the roads were getting graded properly; to the full sides, and with a crown in the road.

COMMISSIONS / COMMITTEES / TRUSTEES / EMERGENCY SERVICES REPORTS / OTHER BOARD ANNOUNCEMENTS: Fire Chief, William Graham, reported that the Fire Department has seen an uptick in fire calls requesting a response to trash and/or illegal burns when in reality they arrive on scene and it can be quickly determined that the call was made on a small, contained, wood campfire with no evidence of trash or illegal materials. He said that while on premises it had been ascertained that the majority of these calls stemmed from neighborhood disputes which could have easily been taken care of between landowners. He said that these types of calls add unnecessary expenditures to the Fire Department payroll budget. He requested that the Selectboard consider adding to or updating the current Ordinance with language that specifies that a caller may be held accountable for any costs associated with the response of a proven fraudulent 911 call regarding trash and/or illegal burns. He said that as Fire Chief he is able to request a copy of the 911 dispatch and as it is public information. He stated at the beginning of the call dispatchers request the caller to state the type of emergency and location, their name, their address, and a contact number. Provided with this information the Town would know who to contact and bill accordingly. Discussion on the subject included State mandates, if there is a state-wide fire ban then no campfires should be lit. At no time is it legal to burn trash and/or illegal substances. William stated that there have been situations where due to lack of police in the area the firefighters feel like they are the ones policing neighborhood disputes through these specific types of calls. William and Ryan were asked to work together to investigate how and where to update the Ordinance for the next Selectboard meeting.

William requested the Selectboard to consider approving an expenditure of \$23,000 to replace the air cascade booster pump. The one on hand has been living on borrowed time for quite a while and originates back to the days of the old engine back when the Fire Department was located on Depot Street.

May Edson in the role of the e-9-1-1 Coordinator requested that the Selectboard approve the creation of seven (7) new private roads throughout Town in three (3) distinct areas: off of Route 14 at Limehurst Mobile Home Park owned by Downstreet Housing & Community Development. There are 33 mobile home lots that all share the same address of "4102 VT RT 14 Lot # (1 -33)",

which is no longer permissible under the updated addressing standards. Five (5) private roads requested to be created keep within the theme of "minerals" as follows: Limestone Drive (Pvt): this is the main loop through the mobile home park that starts when you get off of Route 14, it continues towards the Limehurst Campground, turns towards the left twice and continues back out to Route 14. This road will require readdressing of 19 of the previous 33 lots. Cobalt Drive (Pvt): this is the first driveway that gives access to a set of 3 mobile homes on the right when entering the mobile home park from Route 14. Garnet Drive (Pvt): this is the second driveway that gives access to a set of 3 mobile homes on the right after entering the mobile home park from Route 14. Serpentine Drive (Pvt): this is the first driveway that gives access to a set of 4 mobile homes on the left at the backside of the loop. Quartz Drive (Pvt): this is the second driveway that gives access to a set of 4 mobile homes on the left at the backside of the loop.

Off of Business Center Rd: Northwind Mobile Home Park owned by Vermont State Housing Association DBA The Housing Foundation, Inc. There are 6 mobile home lots that all share the same address of "241 Business Ctr Rd (1 -6)", which is no longer permissible under the updated addressing standards. Davenport Lane (Pvt) – Name provided by owner.

Off of Route 14 near the Barre/Williamstown town line, area known as "Pikes": Pit Lane (Pvt) – Name provided by Town: It was realized that there is a need for six (6) addresses along this driveway; two (2) were addressed prior and due to the nature of activity in this area four (4) more were needed. This area affects four (4) separate parcels and three (3) parcel owners (Pike Industries - owns 2, Town of Williamstown - owns 1, Town of Barre – owns 1). Scott made the motion to go ahead with creating the requested private roads. Clayton seconded the motion. So, moved.

Barbara Graham reported that the Warning for the August 11, 2026, Primary Election had been posted, and that sample copies of the ballots were hung up at the Town Hall for those who wished to review them before election day. Polls will open at 7:00 a.m. and close at 7:00 p.m. on Tuesday, August 11, 2026, at the Williamstown Middle High School. She said that Absentee Ballots were available at the Town Clerks Office.

APPROVE WARRANTS: SB22194, SB22197 and SB22198: Tyler made the motion to approve, Scott seconded; so, moved. SB22195, SB22196 and SB22199: Tyler recused himself due to Fire Department items on these warrants. Clayton made the motion to approve, Scott seconded; so, moved. Tyler made an inquiry into the Tanker truck repair and the account it is being paid out of is correct. Ryan stated that the next meeting will include a financial update of all accounts. Larry asked if the item for REM was the big salt purchase; he mentioned that Robert said that he doesn't wish any ill will and asked whether the Town would like him to take the salt back to which the Selectboard members immediately and unanimously said no. Larry requested that Fire Department items be placed on their own warrant to facilitate simplistic approval voting.

PAYROLL WARRANTS: 06/14/2026: Clayton made the motion to approve, Scott seconded; so, moved. 06/28/2026: Tyler recused himself due to being on the warrant. Clayton made the motion to approve, Scott seconded; so, moved.

APPROVE SELECTBOARD MEETING MINUTES: June 8, 2026, Tyler made the motion to accept the meeting minutes as written. Clayton seconded; so, moved.

TOWN MANAGERS' REPORT: Ryan reported that the My Williamstown App had been officially released on July 3, 2026; 50 to 70 users downloaded the app, and he's been receiving positive feedback. He will continue to inform the public of the app and posters have been hung throughout Town.

Ryan attended a Utility Budget Information Training in Montpelier that went over creating a successful water system budget that includes developing a rate to cover the current costs of maintenance and equipment replacement, as well as future needs. He said that he met the owner of Simon Operation Services who we currently utilize for our water and sewer system at the training and set up a meeting with him to review contractual details as the current one expires this year.

Ryan reported that the road crew has been successful in obtaining the required materials for the Flint Road Rehab Project and the approved hammer attachment has been ordered. Elwin had been pushing to get the multiple project aspects coordinated; still working on streamlining additional trucks assistance and when to properly inform the public of the project start. An inquiry was made regarding the proposed Grader rental that the Town was trying to secure; it was reported that the Grader in question had been sold and options were being investigated.

The State of Vermont now requires all State and municipal websites to be ADA compliant by April 2027. One of the key features of the ADA compliance is to assist those who are visually impaired by allowing an audio option which will also describe a picture on the website. Ryan began researching companies who redesign government websites and the associated costs; he has chosen to work with ReVise who has done quality projects with other municipalities our size, the anticipated cost for the project is between \$8K and \$9K.

Ryan reported that a Sidewalk Kickoff Meeting for the project to connect the two schools to the downtown area was held at the Public Safety Building and was well attended with pizza. The goal of the meeting was to obtain feedback regarding the initial design as well as any suggestions and concerns Town residents had. A primary point of concern is where to situate the crosswalk on Route 14 that would facilitate crossing from the Construction Hill side to the Meadow Street side. Discussion included that it would be most beneficial for both pedestrians and motorist that it be within the first three houses of Route 14 on the Construction Hill side and closer to the Ainsworth Public Library to reduce risk at the Construction Hill and Meadow Street intersection. This would also provide viewer advantage points for all parties concerned as well as reducing risk at the Brook Street/Route 64 and Route 14 intersection. Ryan is continuing to look into grants to assist in funding the project.

NEW BUSINESS: Barbara Graham reported that she had a Board of Civil Authority Appeals Stipulation for VTel Wireless regarding the valuations of Telecommunications that needed to be signed by the Selectboard. The guidance process set forth by the State is to have the Lister's / Assessor's Office deny any Grievance concerning Telecommunications, which would then forward it to the Board of Civil Authority, who then would also in this case deny with the Selectboard's authorization so that it could be forwarded to the State to work with as they are the ones who are working with Telecommunication companies to set the valuations. Scott made a motion for Larry Hebert to sign the stipulation as Chairman as set forth by the State. Clayton seconded. So, moved.

Barbara Graham, Town Clerk reported that Rock Solid Crew has applied for a First-Class liquor license for their annual August event on Flint Rd that is catered outside They have paid. She was asking for approval from the Selectboard. Scott made the motion to approve the 2026 Liquor Licenses for Rock Solid Crew. Tyler seconded the motion; so, moved.

Fire Chief and Fire Warden Update: William Graham reported that the State of Vermont passed legislation that the Fire Chief would also function as Fire Wardens; however, they have the authority to appoint a Deputy Fire Warden. William would like to continue having Jason Ball as appointed Fire Warden as historically he'd been managing all calls, using his personal phone without hesitation and receiving a \$500.00 annual stipend. William also requested that the Town issue a cell phone specifically for the position so that the phone could be given to his relief while he is on vacation instead of continuing to use his own.

Scott Hulbert asked if it would be possible for the Selectboard to authorize obtaining a "No Thru Truck" sign for Circle Street. He said that Circle Street is a short residential neighborhood with narrow road and a blind hill. He mentioned that he had stopped multiple tractor trailer trucks who were making deliveries to either Poulin Lumber or other companies when they were going by his house. He said they all that they were following GPS directions and didn't see any signs stating that there was restricted use. He also stated that the bridge connecting with Brockway Hill Rd had a restricted load limit sign that would be well under the load limits of the trucks he had stopped. Tyler made the motion to allow the Town to purchase a "No Thru Truck" sign and install it. Clayton seconded the motion. So, moved.

OLD BUSINESS: None.

AROUND THE TABLE: None.

Scott made a motion at 7:58 p.m. that a 5-minute recess be taken and then go into Executive Session for Personnel Discussion; Tyler seconded; so, moved.

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

TYLER MADE A MOTION TO COME OUT OF EXECUTIVE SESSION AT 8:36PM, SCOTT SECONDED, SO MOVED

CLAYTON MADE A MOTION TO APPROVE ONE EXTRA WEEK OF VACATION FOR THE TOWN MANAGER, SCOTT SECONDED, SO MOVED

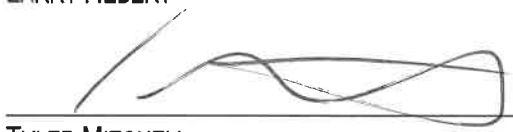
ADJOURN: SCOTT MADE A MOTION TO ADJOURN THE MEETING AT 8:37PM, CLAYTON SECONDED, SO MOVED

Respectfully Submitted,

May Edson

A handwritten signature in black ink, appearing to read "L Hebert", written over a horizontal line.

LARRY HEBERT

A handwritten signature in black ink, appearing to read "Tyler Mitchell", written over a horizontal line.

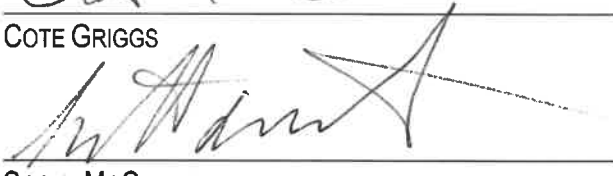
TYLER MITCHELL

A handwritten signature in blue ink, appearing to read "Clayton Woodworth", written over a horizontal line.

CLAYTON WOODWORTH

A handwritten signature in black ink, appearing to read "Cote Griggs", written over a horizontal line.

COTE GRIGGS

A handwritten signature in black ink, appearing to read "Scott McCarthy", written over a horizontal line.

SCOTT MCCARTHY