

**TOWN OF WILLISTON
SELECTBOARD
MINUTES OF MEETING
February 15, 2022**

***Hybrid meeting held by teleconference and in-person.**

MEMBERS PRESENT: Terry Macaig (Chair); Ted Kenney, Jeff Fehrs, Greta D'Agostino, Gordon St. Hilaire.
ADMINISTRATION: Erik Wells, Town Manager; Shirley Goodell-Lackey, Finance Director; Bruce Hoar, Public Works Director; Joe McLean, Town Attorney.
OTHERS PRESENT: Participants in the meeting included Fred Duplessis. Ellie Beckett, Daniel Bolger, David Cannamela, Joe Duncan, Liz Royer, Scott Moody (Channel 17).

1. Call to Order

Chair Terry Macaig called the meeting to order at 6:30 PM.

2. Executive Session – legal matters

MOTION by Gordon St. Hilaire, SECOND by Greta D'Agostino, to find that premature public knowledge regarding contractual agreements and confidential attorney/client communications made for the purpose of providing professional legal services to the body would clearly place the town at a substantial disadvantage, and further, under provisions of 1VSA313(a)(1)(A)&(F) to enter Executive Session to discuss a contractual agreement and attorney/client communications and to invite the Public Works Director, Bruce Hoar, the Town Attorney, Joe McLean, and the Town Manager, Erik Wells, to attend. VOTING: unanimous (5-0); motion carried.

Executive Session convened at 6:32 PM. The regular meeting resumed following the conclusion of Executive Session.

3. Minutes

February 1, 2022

MOTION by Ted Kenney, SECOND by Gordon St. Hilaire, to approve the 2/1/22 minutes with a minor grammatical correction (add closed parentheses at end of sentence in Item #6). VOTING: unanimous (5-0); motion carried.

4. Public Comment – General Issues

None.

5. Interviews/Appointments

Planning Commission and Rec & Parks Committee

The Selectboard interviewed Ellie Beckett for a position on the Planning Commission and Daniel Bolger and David Cannamela for a position on the Rec & Parks Committee. The candidates briefly shared their experience and interest in serving the town.

Planning Commission

MOTION by Greta D’Agostino, SECOND by Ted Kenney, to appoint Ellie Beckett to the Planning Commission for an unexpired four year term through June 30, 2023. VOTING: unanimous (5-0); motion carried.

6. FY21 Audit Report

Fred Duplessis with Sullivan Powers audit firm highlighted several items in the audit report including that a single audit will be done for the expenditure of over \$750,000 in federal grants in FY21 and that the town presents and prepares financial statements in full conformance with generally accepted accounting principles for governments. The town received a clean unmodified opinion from the auditors.

MOTION by Ted Kenney, SECOND by Greta D’Agostino, to accept the FY21 audit report from the town’s auditing firm, Sullivan Powers, as presented. VOTING: unanimous (5-0); motion carried.

7. Face Covering Rule

MOTION by Greta D’Agostino, SECOND by Ted Kenney, under the authority of Act 1 to extend the face covering rule in response to the COVID-19 pandemic 30 days until March 22, 2022. VOTING: unanimous (5-0); motion carried.

8. Champlain Water District Annual Update

Joe Duncan, General Manager, and Liz Royer, Williston representative to the CWD board, gave an update on the water rate and projects under design in the next fiscal year. The current wholesale rate will increase by 10.2 cents per 1000 gallons to \$2.494. Water usage has remained steady. Williston’s usage is .69 million gallons per day. Conservation and water saving fixtures are having an impact. Joe Duncan explained the difference between wholesale and retail sale of water by CWD, and the lead and copper protection of water lines to avoid contamination of the water.

9. Personnel Policy Update

MOTION by Ted Kenney, SECOND by Gordon St. Hilaire, to adopt the amended pay bands for non-represented staff as an appendix to Williston’s Personnel Policy as presented. VOTING: unanimous (5-0); motion carried.

The Selectboard will discuss pay bands for the Town Manager and Town Clerk at a future date.

10. Energy & Community Development Planner Position

MOTION by Gordon St. Hilaire, SECOND by Greta D’Agostino, to create the position of Energy & Community Development Planner and approve the job description as presented. VOTING: unanimous (5-0); motion carried.

11. Appointment(s)

MOTION by Greta D’Agostino, SECOND by Ted Kenney, to appoint David Cannamela to the Rec & Parks Committee for an unexpired term through June 30, 2024. VOTING: unanimous (5-0); motion carried.

12. Town Manager’s Report

In addition to the written Manager’s Report, Erik Wells noted the following:

- Finance Report – Finance Director Goodell-Lackey reported on the status of the budget halfway through the fiscal year. Revenues are strong.
- Public information hearing on the budget is 2/28/22 at 7 PM via Zoom. Voting by Australian ballot is 3/1/22.
- Public Works staff is commended for the work and dedication through the latest storm event. Kudos to Andrew Luby, sidewalk plow operator, for his sidewalk plowing.

13. Other Business

None.

14. Adjournment

With no further business and without objection the meeting was adjourned at 8:18 PM.

RScty by tape: MERiordan