

**TOWN OF WILLISTON  
SELECTBOARD  
MINUTES OF MEETING  
December 13, 2022**

**\*Hybrid meeting**

**MEMBERS PRESENT:** Terry Macaig (Chair); Ted Kenney, Greta D’Agostino, Jeff Fehrs.

**ADMINISTRATION:** Erik Wells, Town Manager; Shirley Goodell-Lackey, Finance Director; Bruce Hoar, Public Works Director; Matt Boulanger, Planning Director; Todd Goodwin, Recreation & Parks Director; Patrick Foley, Police Chief; Josh Moore, Police Lieutenant; Sarah Mason, Town Clerk.

**OTHERS PRESENT:** Participants in the meeting included Brian Forrest, Jack Price, Drew Nelson, Jason Starr (Williston Observer), Scott Moody (Channel 17).

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**1. Call to Order**

Chair, Terry Macaig, called the meeting to order at 6 PM and read an email from Gordon St. Hilaire announcing his resignation from the Selectboard.

**2. Public Comment – General Issues**

There was public comment urging that money be included in the budget to fund the Town’s energy plan.

**3. FY24 Operating & Capital Budget Review**

The Selectboard heard a summary on the following budgets:

- *Town Clerk* - Sarah Mason highlighted increases and decreases in the budget including land records, vital records, passports, and mail-in ballots.
- *Cemetery Commission* – Cemetery Commissioner Jack Price reviewed revenues and expenditures for the management of the Town’s cemeteries. The Cemetery Commission is requesting a 7% increase in the budget due to the increase in expenditures for professional services (mowing, etc.) and a \$500 allowance for monthly maintenance of the Memorial Garden.
- *Planning & Zoning* – Matt Boulanger reported the revenue number in the operating budget was increased slightly. For expenditures, more money is requested for miscellaneous planning studies. Capital items include infrastructure/trail maintenance in the country parks and Catamount Community Forest. The memo on growth in Williston covers residential and commercial.
- *Police* – Chief Foley and Lt. Moore reported two positions will be created internally: Detective and Traffic Safety Officer. A study will be pursued in the future to look at staffing in the department (much like the study that was done of the Fire Department). The budget proposal reflects the department being at full staffing with 17 members, the agreement for dispatch services, and various community support groups and programs (Chittenden Unit for Special

Investigation, Community Justice, and others). Capital items include building locks, HVAC system, vehicle replacements, traffic safety equipment, firearms, and communications tower.

- *Recreation & Parks* – Todd Goodwin reviewed revenue and expenditure increases/decreases covering day camps, contracted camps, special events, field use fees, salaries, advertising, park/field maintenance, and equipment. Capital items include fencing and equipment (mowers, tractor). There is money in the budget for the engineering portion of the Allen Brook Community Park development per the master plan.
- *Public Works* – Bruce Hoar reported the proposed budget increase is 3.8%. Significant items include paving and on-call stipends for staff. Capital items include fire protection design work at the Old Brick Church, chimney re-pointing (Old Brick Church), removal of Ash trees, minor transportation improvements, vehicle replacements, equipment, signal replacements, line/pavement marking machine. It was mentioned that Buildings & Grounds needs additional staff.
- *General Administration* – Erik Wells reported major items include IT, legal services, Police Dept. assessment study, contracts, and building maintenance (shared across departments). In Finance, Shirley Goodell-Lackey reported significant items include replacement of the Lister's computer, increasing staff hours in the Finance Department for a part-time position, payroll software, and building maintenance.

There was discussion of the need for more staff members/hours to handle the workload as the Town continues to grow. The use of ARPA funds to date was reviewed (\$2.3 million of unallocated ARPA funds remain).

#### **4. Other Business**

None.

#### **5. Adjournment**

With no further business and without objection the meeting was adjourned at 8:40 PM.

*RScty by tape: MERiordan*