

**TOWN OF WILLISTON  
SELECTBOARD  
MINUTES OF MEETING  
September 20, 2022**

**DRAFT**

**\*Hybrid meeting**

**MEMBERS PRESENT:** Terry Macaig (Chair); Ted Kenney, Greta D'Agostino, Gordon St. Hilaire. (Jeff Fehrs was absent.)  
**ADMINISTRATION:** Erik Wells, Town Manager; Shirley Goodell-Lackey, Finance & Human Resources Director.  
**OTHERS PRESENT:** Participants in the meeting included Brian Forrest, Patricia Capellini, Kim Caldwell, Scott Moody (Channel 17).

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**1. Call to Order**

Chair, Terry Macaig, called the meeting to order at 7 PM.

**2. Minutes**

*September 6, 2022*

**MOTION by Ted Kenney, SECOND by Gordon St. Hilaire, to approve the minutes of 9/6/22 with correction to minor typographical errors and to the voting on the motion for Executive Session as “unanimous (4-0)[Ted Kenney not present for the vote]” and adjournment of the session/reconvening of the regular meeting at 7:20 PM. VOTING: unanimous (4-0); motion carried.**

**3. Public Comment – General Issues**

Announcement was made of upcoming public meetings on the climate hosted by Sustainable Williston.

**4. Public Works Standards Exemption Request - Snyder Homes**

**MOTION by Ted Kenney, SECOND by Greta D'Agostino, to grant the request by Snyder Homes for an exemption from the town's minimum right-of-way requirements for streets of 64' articulated in the Public Works Standards specifications for portions of roadways in the annex residential neighborhood which has a development application currently under consideration by the Development Review Board as stated in a letter to the Selectboard and Town Manager, Erik Wells, from Snyder Homes, dated August 12, 2022. VOTING: unanimous (4-0); motion carried.**

**5. Public Informational Meeting: Class IV Groundwater Reclassification of the Commerce Street site**

Representatives from Vermont DEC explained the groundwater reclassification at the Commerce Street superfund site to protect people from contaminants by TCE in the groundwater per the Record of Decision for groundwater remediation. Eighty parcels are impacted. Homes in the area have municipal water service. Information on the Commerce

Street superfund site and the reclassification is posted on the environmental notice bulletin ([enb.vermont.gov](http://enb.vermont.gov)).

**6. FY21 Draft Single Audit Report**

Finance Director, Shirley Goodell-Lackey, reviewed the grants included in the single audit noting the audit did not identify any deficiencies or material weaknesses or lack of internal controls.

**MOTION by Greta D'Agostino, SECOND by Gordon St. Hilaire, to accept and finalize the single audit report for FY2021. VOTING: unanimous (4-0); motion carried.**

**7. Community Center Scoping/Library Assessment Project**

**MOTION by Gordon St. Hilaire, SECOND by Ted Kenney, to allocate up to \$40,000 of additional ARPA funds to be used for the community center scoping and library assessment project. VOTING: unanimous (4-0); motion carried.**

**8. Property Tax Sale Update**

Staff reported the first phase of the property tax sale process was a letter to the delinquent accounts from the Town Attorney. As a result, some accounts did become current. Seven properties with delinquent taxes have not responded to the letter and these properties have been identified by the Delinquent Tax Collector for tax sale. The next step is to proceed to tax sale in the spring of 2023. Property owners can pay the delinquent taxes and associated fees at any time before the tax sale.

**9. VAST Agreement Winter 2022-23**

**MOTION by Gordon St. Hilaire, SECOND by Ted Kenney, to approve use of public land by the Williston Hillhawks and the Vermont Association of Snow Travelers (VAST) and authorize the Town Manager to sign the agreement for the 2022-2023 season. VOTING: unanimous (4-0); motion carried.**

**10. Town Manager's Report**

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

- Finance Report – Shirley Goodell-Lackey reviewed revenue and expenditure highlights across departments and enterprise funds.
- Energy Committee is hosting an electric vehicle event at Allen Brook School on October 1, 2022.
- Suggested date for the Selectboard retreat and DEI training is November 29, 2022.
- North Williston Road will be closed to fix the sinkhole from a failed stormwater pipe under the road.
- Williston was accepted into the Engaging Communities Cohort.

**11. Other Business**

*Catering Permit*

**MOTION by Ted Kenney, SECOND by Gordon St. Hilaire, to approve a catering permit for a wedding at Isham Barn on 9/24/22. VOTING: unanimous (4-0); motion carried.**

*VLCT Delegate*

**MOTION by Ted Kenney, SECOND by Greta D'Agostino, to appoint Erik Wells as the town delegate to the VLCT Town Fair and annual meeting. VOTING: unanimous (4-0); motion carried.**

**12. Executive Session/Adjournment**

**MOTION by Greta D'Agostino, SECOND by Ted Kenney, to enter Executive Session to conduct the annual evaluation of the Town Manager under provisions of 1VSA313(3) and invite Erik Wells to join. VOTING: unanimous (4-0); motion carried.**

Executive Session was convened adjourned at 8:17 PM. The Board closed Executive session and adjourned the meeting at 8:50 PM.

*RScty by tape: MERiordan*