

**Williston, Vermont  
2020  
Annual Report  
July 1, 2019 – June 30, 2020**



## Annual Report Dedication

This year's Annual Report is dedicated to the people of Williston. We have all pulled together in what has been a very trying year. From mask making endeavors to food drives, parades to virtual parties, neighbors helping neighbors and caring for the community has been constant. Our town government, schools, and private business have all made numerous adjustments over the past year. The patience and grace with which Williston residents have handled the limitations and changes due to COVID-19 has been a testament to the character of the community. Thank you, Williston residents, for the continued understanding and assistance to each other as we get through this together.



*The Williston Public Safety Community gathered for this photo of thanks in summer 2020.*



**On the Front Cover:** Erik Wells, new Town Manager, Rick McGuire, retired Town Manager, Terry Macaig Selectboard Chair. -Photo by Sarah Mason, July 31, 2020

**Above:** Town staff welcomed Comfort K9 Duke to the Williston Police Department in FY 20. Duke has made an immediate impact on the community.



# In Loving Memory of Deb Beckett



Here's Deb at the International Clerk's Conference held in Montreal a few years back. Deb always promoted education in any capacity, but especially in professional development. There wasn't a class or a conference that Deb didn't organize or attend, whether through the VMCTA, VLCT, or any of the other organizations she was involved in. This picture captures one of Deb's happy places; good food, good wine and good friends, all while talking shop and learning something new.

Nobody liked getting together with her friends and co-workers-at-large more than Deb. When the Clerks Association brought up the idea of getting a Dragon Boat team together to be part of the annual cancer awareness boat races, Deb was completely on board. She is on the far left in the big sun hat, as the drummer leading a boat full of friends, family and her colleagues of many years. Her enthusiasm and willingness to always partake in fun outside of work continues to set a great example for others.



IN MEMORIAM  
Calendar Year 2020

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William Cavanaugh

Planning Commission  
1985 – 1993

Died: March 2, 2020

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Ruth Painter

Library Trustee  
1975 – 1979  
Brick Church Trustee  
1983 – 1987  
Justice of the Peace  
1984 – 2003  
Historic Preservation  
1989 – 1990  
Town Service Officer  
2001 – 2002

Co-Founder, Williston Observer (Whistle)  
1985

Died: April 11, 2020

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Gerald Cadieux

Planning Commission  
1982-1987

Died: May 4, 2020

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## Charles Coney

Board of Listers  
2009 – 2017

Died: May 10, 2020

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## Deborah Beckett

Town Clerk & Town Treasurer  
1999 - 2020

Board of Listers  
1993 – 1998

Zoning Board  
1995 – 1999

Justice of the Peace  
2000 – 2020

Trustee of Public Funds  
1999 – 2001

Cemetery Commission  
2001, 2020

Died: August 21, 2020

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## Bill White

Zoning Board  
1970 – 1997

Town Clock Winder  
1997 - 2017

Died: November 13, 2020

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## 2020 ANNUAL TOWN REPORT

JULY 1, 2019– JUNE 30, 2020



PUBLIC INFORMATIONAL MEETING  
MONDAY, MARCH 1, 2021 7:00 PM VIA ZOOM

INCLUDES A TOWN BUDGET AND SCHOOL BUDGET REVIEW

### AUSTRALIAN BALLOT VOTING

TUESDAY, MARCH 2, 2021 7:00 A.M. – 7:00 P.M.  
WILLISTON ARMORY  
7846 WILLISTON ROAD



The online voter registration page can be found at <https://olvr.vermont.gov/>  
and the My Voter Page login can be found at <https://mvp.vermont.gov/>

# 2020 ANNUAL TOWN REPORT

## TABLE OF CONTENTS

### I. GENERAL INFORMATION

In Memoriam	1
Town Meeting and Voting Dates	4
Table of Contents	5
General Information	6
Monthly Meeting Schedule	7
Directory of Services	8
Senior Citizen Services	9
Town and School District Elected Officials	10
Appointed Officials	11
Fee Information	14

### II. PROPOSED TOWN BUDGET

Town Meeting Warning	15
Champlain Water District Warning	16
CVSD School District Warning	18
List of Candidates for Election	20
Proposed Budgets FY 2022	21
Overview of Tax Rate	22
Municipal Tax Rate History	23
Chart of Proposed Revenue & Expenditures	24
Summary of Proposed Budget	25
Detailed Operating Budget FY 22	26
Capital & Equipment Budget Summary	35

### III. ANNUAL FINANCIAL REPORTS

Independent Auditor's Report Reference	36
Statement of Long-Term Indebtedness	37
Listing of Employee Wages	38

### IV. REPORTS OF TOWN DEPARTMENTS AND OUTSIDE AGENCIES

Abstract of 2020 Annual Meeting	39
Town Manager	43
Town Selectboard	45
Town Clerk	46
Town Treasurer	47
Public Works	48
Recreation & Parks	50
Police Department	52
Community Justice Board	54
Fire Department	56
Fire Warden	61
Lister & Assessor	62
Dorothy Alling Memorial Library	63
Planning and Zoning	65
Development Review Board	67
Historic & Architectural Advisory Committee	69
Planning Commission	71
Conservation Commission	73
Catamount Forest	75
Town Health Officer	77
Social Service Organizations Committee	78
Cemetery Commission	79
Town Band	80
Lake Iroquois Association & Recreation District	81
Trustees of the Old Brick Church	83
Legislative Report	84
Green Mountain Transit	86
Vermont League of Cities & Towns	87
Department of Veterans Affairs	88
Chittenden Solid Waste District	89
Vermont Department of Health Local Report	90
Vermont Spay Neuter Incentive Program	91

### VI. REPORTS OF CHAMPLAIN VALLEY SCHOOL DISTRICT

CVSD 2020 Report Information	92
CVSD Superintendent Report	93
CVSD School Board Chair Annual Report	94
CVSD Proposed Budget Information	95



## GENERAL INFORMATION



Date of Incorporation	June 7, 1763
Total Area	30.4 Square Miles
County	Chittenden
Population	10,081 (U.S. Census 2019 Estimate)
Housing Units	4,593 (Approximate 2020 Grand List)
Registered Voters	8,450 (November 2020)

### Williston Representatives to the Vermont Legislature

Erin Brady	Chittenden-2		<a href="mailto:ebrady@leg.state.vt.us">ebrady@leg.state.vt.us</a>
Jim McCullough	Chittenden-2	878-2180	<a href="mailto:jmmcullough@leg.state.vt.us">jmmcullough@leg.state.vt.us</a>

### Vermont Senators Representing Chittenden County

Virginia “Ginny” Lyons	Williston	863-6129	<a href="mailto:senatorginnylyons@gmail.com">senatorginnylyons@gmail.com</a>
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### How to Receive Information from the Town

There are many ways to receive information and connect with the Town.

- Town of Williston Web Site: <http://www.town.williston.vt.us>
- On Facebook the Town, Police, Fire, Rec, Planning Departments have pages to “like”
- On Twitter
  - @TownWillistonVT (Town), @willistonpdvt (Police), @WillistonFDPIO (Fire)
- On YouTube (follow the link on the Town website homepage)
  - Find the latest episode of the Town’s TV Show “What’s Up Williston” and watch Selectboard and Development Review Board Meetings
- Request non-emergency service with the request portal  
<https://willistonvt.qscend.com/311/>
- Email Newsletter on the Town website under the “online forms” menu

## MONTHLY MEETING SCHEDULE

### CONSERVATION COMMISSION

1st & 3rd Wednesday      7:00 AM      Town Hall Annex

### DEVELOPMENT REVIEW BOARD

2<sup>nd</sup> & 4<sup>th</sup> Tuesday      7:00 PM      Beckett/McGuire Meeting Room

### DOROTHY ALLING MEMORIAL LIBRARY TRUSTEES

3<sup>rd</sup> Monday      7:00 PM      Dorothy Alling Memorial Library

### HISTORIC AND ARCHITECTURAL ADVISORY COMMITTEE

1<sup>st</sup> & 3<sup>rd</sup> Tuesday      5:30 PM      Town Hall Annex

### LAKE IROQUOIS RECREATION DISTRICT

1<sup>ST</sup> Monday      4:30 PM      Town Hall Annex

### PLANNING COMMISSION

1<sup>st</sup> & 3<sup>rd</sup> Tuesday      7:00 PM      Town Hall Annex

### RECREATION & PARKS COMMITTEE

2<sup>nd</sup> Thursday      7:00 AM      Town Hall Annex

### SELECTBOARD

1<sup>st</sup> & 3<sup>rd</sup> Tuesday      7:00 PM      Beckett/McGuire Meeting Room

### CHAMPLAIN VALLEY SCHOOL DISTRICT DIRECTORS

2<sup>nd</sup> Wednesday      7:00 PM      Champlain Valley Union High School

### DEPARTMENT BUSINESS HOURS

MONDAY – FRIDAY 8:00 A.M. – 4:30 P.M.

*Town Manager    Town Clerk    Finance/Treasurer*  
*Planning/Zoning    Recreation & Parks    Public Works*

**LISTERS:** MONDAY – FRIDAY 9:00 A.M. – 1:00 P.M.  
**LIBRARY:** MONDAY & WEDNESDAY 10:00 A.M. – 8:00 P.M.  
TUESDAY, THURSDAY & FRIDAY 10:00 A.M. – 6:00 P.M.  
SATURDAY 10:00 A.M. – 3:00 P.M.

**LANDFILL DROP OFF:** MONDAY – SATURDAY 8:00 A.M. – 3:30 P.M.



## TOWN OF WILLISTON DIRECTORY OF SERVICES

### TOWN DEPARTMENTS

Town Manager	876-1168
Town Clerk	878-5121
Town Treasurer	878-5121
Public Works	878-1239
Police Department (non-emergency)	878-6611
Fire Department (non-emergency)	878-5622
Planning & Zoning	878-6704
Recreation & Parks	876-1160
Assessor/Listers	878-1091
Dorothy Alling Mem. Library	878-4918
Schools:	
Williston Central	878-2762
Allen Brook	878-2762
CVU High School	482-7100

<i>If you have questions regarding...</i>	<i>Call</i>	<i>Telephone</i>
Animal Control	Police	878-6611
Bicycle Registration	Police	878-6611
Brick Church Rental	Town Clerk	878-5121
Building Permits	Planning/Zoning	878-6704
Burning Permits	Fire Department	878-5622
Dog Licenses	Town Clerk	878-5121
Elections	Town Clerk	878-5121
Landfill/Recycling/Compost	CSWD	872-8100
Land Records	Town Clerk	878-5121
Marriage Licenses	Town Clerk	878-5121
Passports	Town Clerk	878-5121
Streets & Sidewalks	Public Works	878-1239
Tax Assessments	Assessor	878-1091
Tax Billing	Town Treasurer	878-5121
Voter Registration	Town Clerk	878-5121
Vital Records (Birth/Death Cert.)	Town Clerk	878-5121
Water/Sewer/Stormwater Department		
Billing	Public Works	878-1239
General	Public Works	878-1239
Weekend/Holidays	Pager	657-9702
Emergency	Police	878-6611



## SERVICES AVAILABLE TO SENIOR CITIZENS

Williston provides a variety of services and opportunities for residents 55 and over. Some, such as the walking path, are noted in other parts of this report. Others listed below. Those with an \* receive some financial support from the town.

### TRANSPORTATION:

**\*SSTA's** mission is to provide accessible transportation for people who have specialized mobility needs. Call 878-1527 at least 24 hours ahead of time to schedule your ride. There is a suggested donation of \$2.50 for each one way trip.

### HOUSING

**Whitney Hill Homestead**, a 44-unit, independent-living, mixed income facility, located in the heart of the village. 878-0997

**Williston Woods**, a 116-unit, owner occupied, mobile home Co-op, located 2 miles north of the village off North Williston Road. 879-4797

**Eagle Crest**, a 60-unit, independent-living, mixed income facility, located in Blair Park near Taft Corners. 878-0524

**Falcon Manor**, a 60-unit independent-living, mixed income facility, located in Blair Park near Taft Corners. 878-0524

**Taft Farms Independent Living Center**, a 65-unit, independent-living, mixed income facility, located off Route 2 near Taft Corners. 879-3333

### SOCIAL

**\*Williston Senior Citizens**, formed more than 20 years ago, meets the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month for a noon potluck at Masonic Temple on Bishop Avenue. All are welcome for good meals, fellowship and entertainment. 878-0997

**Green Mountain Passport** available for \$2.00 at the Town Clerk's Office and allows entry to all Vermont State Parks. Must be 62.

**\*Lake Iroquois Recreation District** offers discount season passes to seniors. Passes available at the beach (or the clerk's office, if open).

**\*Recreation & Parks Department** offers various exercise and activity programs. See [www.willistonrec.org](http://www.willistonrec.org) for a list of what programs are being offered.

### EMERGENCY/MEDICAL

**\*Williston Fire** provides rapid access to emergency medical care – Call **911** in case of emergency

**\*Agency on Aging** is a resource for information about services available. Operates meal sites throughout the region. Call for a schedule or information. 865-0360

**Vermont Center for Independent Living** is a resource for seniors and others in need of some assistance such as equipment, counseling, referrals, living independently. Toll-free and TYY (800) 639-1522.

## LISTING OF TOWN AND SCHOOL DISTRICT ELECTED OFFICIALS

*(All terms expire in March, unless noted otherwise)*

<b><u>Position</u></b>	<b><u>Elected Official</u></b>	<b><u>Term Expires</u></b>
Champlain Water District	Liz Royer	2023
Justice of the Peace	<div> Ginny Lyons  Greta D'Agostino  Debbie Ingram  Tony Lamb  Carter Smith  Jim McCullough  Ben Rose  Gordon St. Hilaire </div> <div> Charity Clark  Tony O'Rourke  Ted Kenney  Joy Limoge  Terry Macaig  Andy Mikell  Joanna Cole </div>	February 1, 2023
Library Trustees	Stephen Perkins Brian Goodwin Barbara Mieder Charity Clark Diane Downer Karla Karstens John Popkess (resigned)	2021 2022 2022 2023 2024 2024 2025
Listers	Lauren Koumjian Harold Cort Linda Levitt	2021 2022 2023
School Director CVSD	Josilyn Adams Brendan McMahon Angela Arsenaault Erin Brady	2021 2021 2022 2023
Selectboard	Terry Macaig Gordon St. Hilaire Ted Kenney Joy Limoge Jeff Fehrs	2021 2021 2022 2022 2023
Town Clerk	Sarah Mason	2023

## LISTING OF TOWN APPOINTED OFFICIALS

<u>Position</u>	<u>Appointed Official</u>	<u>Term Expires</u>
Animal Control Officer	Vacant	
Asst. Town Clerk	Jennifer Munson	2023
	Cindy Thurston	2023
	Samantha Ford	2023
Catamount Forest Committee	Jeff Fehrs	2021
	Danielle Doucette	2021
	Joan Shaw	2021
	Patrick Brown	2022
	Laura Meyer	2023
Cemetery Commision	Jack Price	2021
	Bea Harvey	2022
	Hazel Winter	2023
	Cameron Clark	2024
	Joan Pentkowski	2025
Channel 17 Advisory Board	Ginny Lyons	Indef
Chittenden Solid Waste District	Jeremy Hulsey	2021
	Caylin McCamp (alternate)	2021
Clean Water Advisory Committee	Christine Dougherty	2021
	Bruce Hoar (alternate)	2021
Clock Winder	Brian Meisenzahl	Indef
Collector of Delinquent Taxes	Erik Wells	Indef
Conservation Commission	Eric Howe	2021
	Gary Hawley	2021
	Carl Runge	2022
	Terry Marron	2022
	Laura Meyer (Vice Chair)	2023
	Kim Coleman	2023
	Reed Carr (Chair)	2024



## LISTING OF TOWN APPOINTED OFFICIALS

<b><u>Position</u></b>	<b><u>Appointed Official</u></b>	<b><u>Term Expires</u></b>
Development Review Board	John Hemmelgarn (Vice Chair)	2021
	Scott Rieley	2021
	David Saladino	2022
	Peter Kelley (Chair)	2022
	Paul Christenson	2022
	David Turner	2023
	Steve Lambrecht	2023
	Jill Quong (Alternate)	2023
Emergency Preparedness Coordinator	Aaron Collette, Fire Chief	Indef
Energy Coordinator	Brian Forrest	2021
Forest Fire Warden	Aaron Collette, Fire Chief	2022
Health Officer	Cindy Thurston	2023
Deputy Health Officer	Terry Macaig	2023
Green Mountain Transit Authority	Chapin Kaynor	2023
	Amy Brewer (alternate)	2023
Historical & Architectural Advisory Committee (HAAC)	Emily Morton	2021
	Doug Goulette	2021
	Chelsea Levis	2021
	James Thornton	2022
	John Marcotte	2022
	Karen Fragnoli-Munn	2023
	Brian Forest	2023
Lake Iroquois Recreation District	Sarah Francisco	2022
Old Brick Church Trustees	Alice Beisiegel	2021
	Carol West	2022
	Bob Pasco	2023
	John Butterfield	2024
	Suzanne Trainor	2025
Planning Commission	Chapin Kaynor (Chair)	2021
	Jill Pardini	2022
	Megan Cope (Vice Chair)	2022
	Ron Bomer	2023
	Alex Daley	2023
	Catherine LaMar	2024
	Shayla Livingston	2024

## LISTING OF TOWN APPOINTED OFFICIALS

<b><u>Position</u></b>	<b><u>Appointed Official</u></b>	<b><u>Term Expires</u></b>
Recreation & Parks Committee	Erin Covey	2021
	Danielle Doucette (Vice Chair)	2021
	Cindy Provost	2022
	Robert Metz (Chair)	2022
	Carolyn Tesini	2022
	Eric Kelley	2023
	Tim Armstrong	2023
Regional Planning Commission	Erik Wells	2022
	Debbie Ingram (Alternate)	2022
Regional Planning Commission (TAC)	Bruce Hoar	2022
	Lisa Schaeffler (Alternate)	2022
Regional Planning Commission (PAC)	Matt Boulanger	2021
	Melinda Scott (Alternate)	2021
Social Services	Alice Fothergill	Indef
	Cindy Provost	Indef
	Michelle Desautels	Indef
	Ruth Skiff	Indef
	James Thornton	Indef
	Vacant	
Town Manager	Erik Wells	2023
Town Treasurer	Mary Gratton	Indef
Tree Warden	Bruce Hoar	2021
Winooski Valley Park Dist. Rep	John Nittler	2021
Zoning Administrative Officer	Matt Boulanger	Indef

# WHAT... WHEN...AND HOW MUCH...

## PROPERTY TAX INFORMATION

Property Taxes are due in three (3) installments:

August 15 -- November 15 -- February 15

A 1% Interest charge is assessed on the 16<sup>th</sup> of each month for late payments for the first three (3) months and 1 1/2 % after three (3) months.

**\*\*IMPORTANT:** An additional 1% Penalty is assessed on any unpaid balances after the final installment due date of February 15<sup>th</sup>.

### Town Clerk Fees

Certified Copy of a Vital Record	\$10.00
Document Recording (per page)	\$15.00
Mylar Recording	\$25.00
Motor Vehicle Registration Renewal	\$ 3.00
Green Mtn. Passport for Seniors	\$ 2.00
Marriage License	\$60.00
Notary Public Services	No Fee
Passport Processing Fee	\$35.00
Passport Photo	\$12.00
Catering Permit	\$10.00
Dog License	
Spayed or Neutered	\$13.00
Not Spayed or Neutered	\$17.00
After April 1 (Spayed)	\$17.00
After April 1 (Not Spayed)	\$23.00

*Current Rabies Certificate Required*

### Williston Planning & Zoning Fees

Administrative Permits		
Simple Administrative Permit		\$30.00
Sign Permit with Master Sign Plan		\$30.00
Sign Permit – Other		\$60.00
Major Administrative Permit <i>minimum</i>		\$30.00
<i>(\$5.00 per \$1000 of construction costs)</i>		
Boundary Line Adjustment		\$100.00
Home Business Permit		\$30.00
Recording of Administrative Permits		\$15.00
Administrative Certificates		
Certificate of Compliance – Residential		\$150.00
Certificate of Compliance – All Other		\$200.00
Temporary Certificate of Compliance		\$200.00
Zoning Compliance		\$30.00
Miscellaneous		
Peddler License:	Per Year	\$75.00
	Per Quarter	\$25.00
Special Events Permit		\$25.00

### Williston Police Department

Fingerprinting	\$25.00
VIN Verification	\$5.00

### Lake Iroquois Beach Permit

Lake Iroquois is open to the residents of Williston, Hinesburg, Richmond and St. George, as well as the general public. Seasonal Permits are available for sale at the beach.





**OFFICIAL TOWN WARNING  
TOWN OF WILLISTON  
MARCH 2, 2021**

**Public Information Hearing (Mar 1, 2021)**  
7:00 PM Teleconference Using Zoom  
Link: <https://us02web.zoom.us/j/87089634353>  
Call in: 1-646-558-8656  
Meeting ID: 870 8963 4353

The legal voters of the Town of Williston are hereby warned and notified to meet on March 2, 2021, at Vermont Army National Guard Armory located at 7846 Williston Road at 7:00 AM, at which time the polls will open, until 7:00 PM, at which time the polls will close, to vote by Australian ballot upon the following articles:

<b>Article 1:</b>	Shall the voters authorize that current taxes be paid to the Town Treasurer in three equal installments with due dates of August 15, November 15 and February 15 as authorized by 32 V.S.A. § 4871?
<b>Article 2:</b>	Shall the voters of the Town of Williston accept the reports of the Town Officials as presented in the Town Report?
<b>Article 3:</b>	Shall the voters authorize General Fund Expenditures of \$11,571,355 of which \$5,669,389 shall be raised by taxes, for the year beginning July 1, 2021 and ending June 30, 2022?
<b>Article 4:</b>	Shall the voters elect to the Selectboard one member for a term of two years beginning March, 2021?
<b>Article 5:</b>	Shall the voters elect to the Selectboard one member for a term of three years beginning March, 2021?
<b>Article 6:</b>	Shall the voters elect to the Board of Listers one member for a term of three years beginning March, 2021?
<b>Article 7:</b>	Shall the voters elect to the Library Board of Trustees one member for a term of five years beginning March, 2021?
<b>Article 8:</b>	Shall the voters elect to the Library Board of Trustees one member to fill an unexpired term of five years that began in March, 2020?
<b>Article 9:</b>	Shall the voters elect two Champlain Valley School District directors for terms of three years beginning March, 2021?

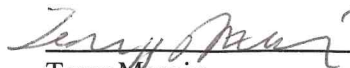
The legal voters of the Town of Williston are hereby warned that a public informational hearing will be held at 7:00 PM on Monday, March 1, 2021 using the teleconference platform Zoom to review and discuss the Australian ballot articles on the Town Meeting Warning.

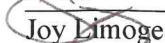
**HOW TO REGISTER TO VOTE:** There is no deadline to register to vote. You will be able to register to vote on the day of the election. You can register prior by visiting the town clerk's office or going online to [olvr.vermont.gov](http://olvr.vermont.gov)

**REQUEST EARLY or ABSENTEE BALLOTS:** You or a family member can request early or absentee ballots at any time during the year of the election in writing, by telephone, email, or online at [mvp.vermont.gov](http://mvp.vermont.gov). Contact the Town Clerk's Office at 878-5121 or [smason@willistonvt.org](mailto:smason@willistonvt.org).

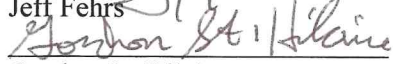
Dated this 19th day of January 2021

**Williston Selectboard**

  
Terry Macaig

  
Joy Dimoge

  
Jeff Fehrs

  
Gordon St. Hilaire

  
Ted Kenney

**CHAMPLAIN WATER DISTRICT**  
**SPECIAL MEETING**  
**MARCH 2, 2021**  
**WARNING**

The legal voters of the Champlain Water District, residing in the following municipalities, are hereby notified and warned to meet respectively at the following locations:

- Colchester  
Colchester High School, 131 Laker Lane, Colchester, VT
- Winooski  
Senior Citizens Center, 123 Barlow Street, Winooski, VT
- Shelburne  
Town Center Gymnasium  
5420 Shelburne Road Route 7, Shelburne, VT
- Jericho  
Mount Mansfield Union High School  
211 Brown's Trace Road, Jericho, VT
- South Burlington  
Orchard School, 2 Baldwin Avenue, South Burlington, VT  
F.H. Tuttle Middle School, 500 Dorset Street, South Burlington, VT  
Chamberlin School, 262 White Street, South Burlington, VT
- Williston  
The Armory  
7846 Williston Road, Williston, VT
- Milton  
Milton Town Office  
43 Bombardier Road, Milton, VT
- Essex Town  
Essex Middle School, 60 Founders Road, Essex, VT  
Essex High School, 2 Educational Drive, Essex Junction, VT

On TUESDAY, March 2, 2021 between the hours of seven o'clock (7:00) 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 of business:

ARTICLE I

Shall general obligation bonds of Champlain Water District in an amount not to exceed One Million Ninety Thousand Six Hundred Seven Dollars (\$1,090,607) representing the balance of previously authorized bonded indebtedness, be issued for the purpose of funding the acquisition of various capital assets through the District's Capital Reserve Fund?

The legal voters of the Champlain Water District are further notified that voter qualification, registration, and absentee voting relative to said special meeting shall be as provided in Section 3345 of Title 24 and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated. Absentee and early ballots will be available at respective Town Clerk offices on February 10, 2021.

The legal voters of the Champlain Water District are further notified that informational meetings will be held at the following locations, dates, and times for the purpose of explaining the subject proposed water system improvements.

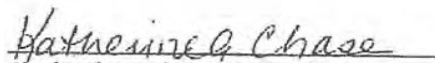
<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
February 25, 2021	Online Meeting (Login Below) *	7:00 p.m.

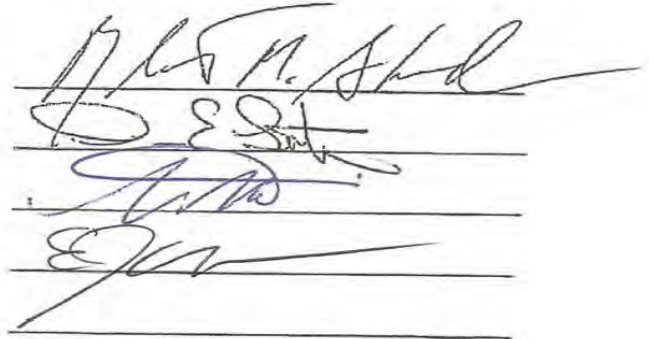
Adopted and approved at a regular meeting of the Board of Commissioners of the Champlain Water district duly called, noticed and held on December 15, 2020. Received for record and recorded in the records of the Champlain Water District on December 16, 2020.

**\* Login for Bond Vote Informational Meeting** Presenters and members of the public are asked to participate remotely either by interactive online meeting or by telephone. *Interactive Online Meeting (audio & video):* <https://global.gotomeeting.com/join/889206165>

*By Telephone (audio only)* Phone Number: (866) 899-4679 - Meeting Access Code: 889-206-165

ATTEST:

  
Katherine A. Chase  
Clerk, Champlain Water District



**WARNING**  
**CHAMPLAIN VALLEY SCHOOL DISTRICT ANNUAL MEETING**  
**MARCH 2, 2021**

The legal voters of the Champlain Valley School District, are hereby notified and warned to meet at their respective polling places on Tuesday, March 2, 2021, at seven o'clock in the forenoon (7:00am), at which time the polls will open, and seven o'clock in the afternoon (7:00pm), at which time the polls will close, to vote by Australian ballot on the following articles of business:

**BALLOT QUESTIONS**

ARTICLE I: To elect a moderator.

ARTICLE II: To elect a clerk.

ARTICLE III: To elect a treasurer.

ARTICLE IV: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to borrow money by issuance of bonds or notes not in excess of anticipated revenues for the next fiscal year?

ARTICLE V: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to provide a mailed notice of availability of the Annual Report to residents in lieu of distributing the Annual Report?

ARTICLE VI: To establish the date of the Champlain Valley School District Annual Meeting of Monday, February 28, 2022 at 5pm at CVU High School and recessed and opened back up at Australian ballot voting on Town Meeting Day.

ARTICLE VII: Shall the voters of the Champlain Valley School District approve the expenditure by the Board of School Directors of the sum of Eighty-Five Million, Two Hundred Eighty-Five Thousand, Four Hundred Forty Dollars (\$85,285,440) which is the amount the Board of School Directors has determined to be necessary for the ensuing fiscal year commencing July 1, 2021? It is estimated that the proposed budget, if approved, will result in education spending of Sixteen Thousand, Seven Hundred Fifty-One Dollars (\$16,751) per equalized pupil. This projected spending per equalized pupil is 1.0% higher than spending for the current year.

ARTICLE VIII: Shall the voters of the Champlain Valley School District authorize the Board of School Directors to allocate its current fund balance, without effect upon the District tax levy, as follows: assign Two Million, Fifty-Nine Thousand Dollars (\$2,059,000) of the school district's current fund balance as revenue for the 2021-2022 operating budget, and assign the remaining balance, Nine Hundred Thirty-One Thousand, Four Hundred Ninety-Five Dollars (\$931,495) as revenue for future budgets?

ARTICLE IX: Shall the voters of the Champlain Valley School District authorize the Board of Directors to borrow money by the issuance of notes not in excess of Three Hundred Five Thousand Dollars (\$305,000) for the purpose of purchasing three (3) school buses?

### POLLING PLACES

Charlotte	Charlotte Town Hall
Hinesburg	Hinesburg Town Hall
Shelburne	Shelburne Town Center – Gymnasium
Williston	Williston Armory
St. George	St. George Red Schoolhouse

Ballots shall be transported and delivered to the Champlain Valley Union High School in the Town of Hinesburg and there commingled and counted by members of the Boards of Civil Authority of several towns under the supervision of the Clerk of the Champlain Valley School District.

The legal voters of the Champlain Valley School District are further notified that voter qualification, registration and absentee/early voting relative to said annual meeting shall be as provided in Section 706u of Title 16, and Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a duly noticed, called and held meeting of the Board of School Directors of the Champlain Valley School District on January 19, 2021. Received for record and recorded in the records of the Champlain Valley School District on January 20, 2021.

ATTEST:



David Connery, District Clerk



Lynne Jaunich, Chairperson

### WARNING FOR HEARING

### CHAMPLAIN VALLEY SCHOOL DISTRICT

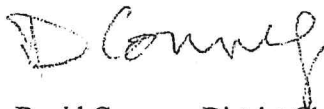
**March 1, 2021**

The legal voters of the Champlain Valley School District are hereby notified and warned that the Champlain Valley School District Meeting warned for **Monday, March 1, 2021** via Zoom, at **5:00 p.m.**, will constitute and be a public hearing on and for those items involving voting by Australian ballot on the succeeding day.

#### Zoom Meeting Details:

<https://cvsdvt-org.zoom.us/j/98936025245> Meeting ID: 989 3602 5245 Passcode: cvsd11  
Phone Participation: 1-646-876-9923 Passcode: 528121

Dated this 19th day of January, 2021



David Connery, District Clerk



Lynne Jaunich, Chairperson

**LIST OF CANDIDATES FOR TOWN AND SCHOOL OFFICIALS  
TO BE VOTED ON MARCH 2, 2021**

ONE LIBRARY TRUSTEE FOR A TERM OF 5 YEARS  
**STEPHEN J. PERKINS**

ONE LIBRARY TRUSTEE FOR 4 REMAINING OF 5 YEARS  
**KATHLEEN S. DELUCA**  
**STEVE SHEPARD**

ONE LISTER FOR A TERM OF 3 YEARS  
**LAUREN KOUMJIAN**

ONE SELECTBOARD MEMBER FOR A TERM OF 3 YEARS  
**GORDON ST. HILAIRE**

ONE SELECTBOARD MEMBER FOR A TERM OF 2 YEARS  
**TERRY MACAIG**

TWO CHAMPLAIN VALLEY SCHOOL DISTRICT DIRECTORS FOR A TERM OF 3  
YEARS  
**JOSILYN ADAMS**  
**BRENDAN MCMAHON**





**TOWN OF WILLISTON  
PROPOSED BUDGET**

**FOR THE FISCAL YEAR  
JULY 1, 2021 TO JUNE 30, 2022**

**TOWN OF WILLISTON**  
**OVERVIEW OF TAX RATE FOR FY 2022**  
**MUNICIPAL TAX RATE ONLY**

	<u>2021</u>	<u>2022</u>
General Government (net of other revenue)	\$ 7,116,270	\$ 7,055,962
Public Works (net of other revenue)	1,594,640	1,628,427
Environmental Reserve Fund	70,000	70,000
Affordable Housing Trust	20,000	15,000
Sales Tax Revenue	(2,735,000)	(2,810,000)
Rooms, Meals & Alcohol Tax	<u>(390,000)</u>	<u>(290,000)</u>
Total to be Raised by Taxes	\$ 5,675,910	\$ 5,669,389
Actual/Estimated Grand List	20,638,967	20,615,248
Tax Rate per \$100 Valuation	0.2750	0.2750

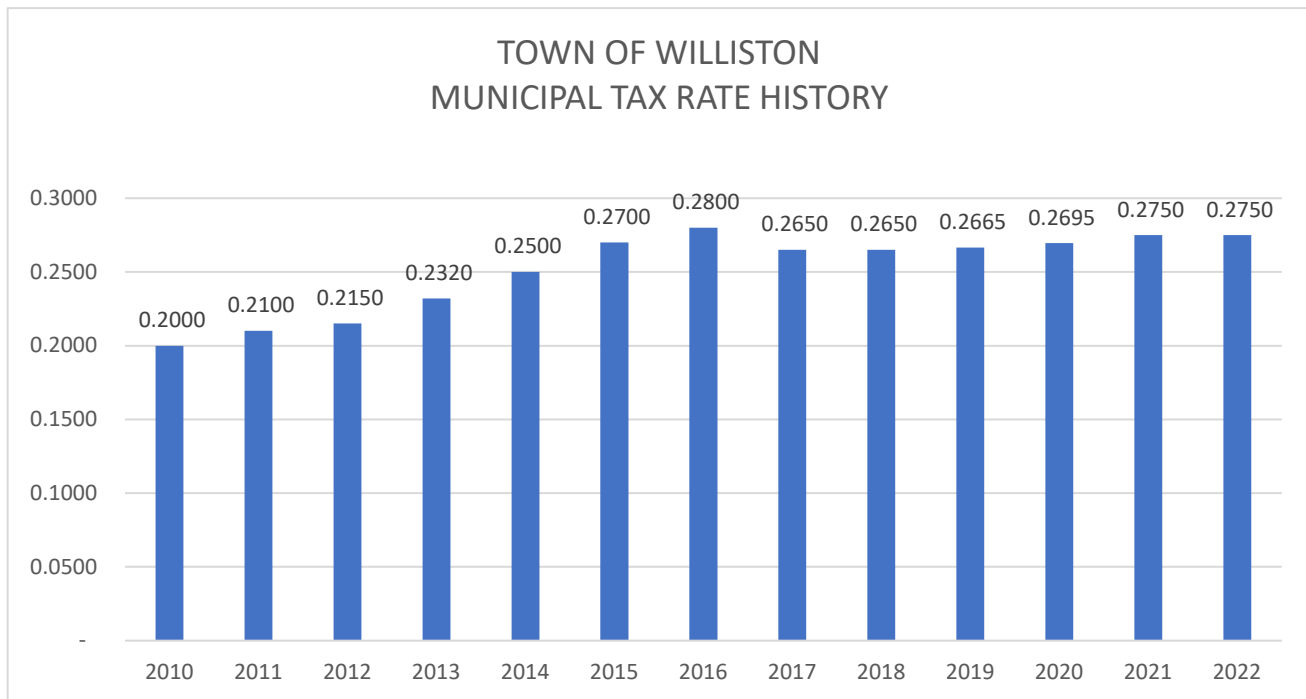
**Note: The municipal tax rate shown for FY 2022 is only an estimate. The actual municipal tax rate will be set in early July.**

**You should receive your tax bills for municipal taxes by July 15, 2021. The first installment for the 2022 property tax is due on August 15th.**

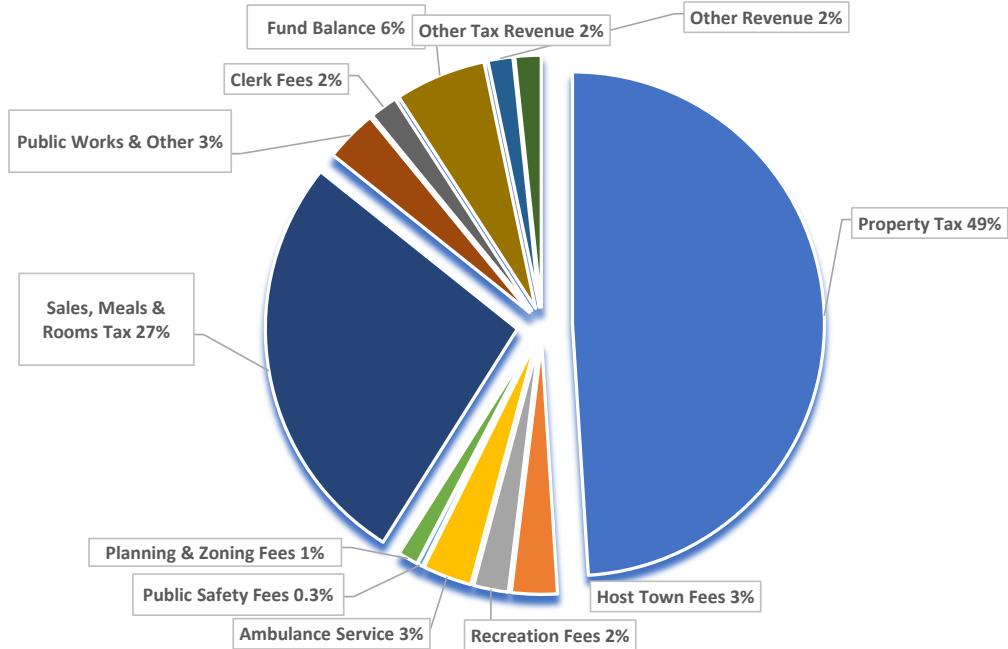
<u>If your house is valued at:</u>	<u>Your Municipal Taxes FY 2021</u>	<u>Your Municipal Taxes FY 2022</u>
\$ 100,000	275.01	275.01
\$ 200,000	550.02	550.02
\$ 300,000	825.03	825.03
\$ 400,000	1100.04	1100.04
\$ 500,000	1375.05	1375.05
\$ 600,000	1650.06	1650.06

## TOWN OF WILLISTON MUNICIPAL TAX RATE HISTORY

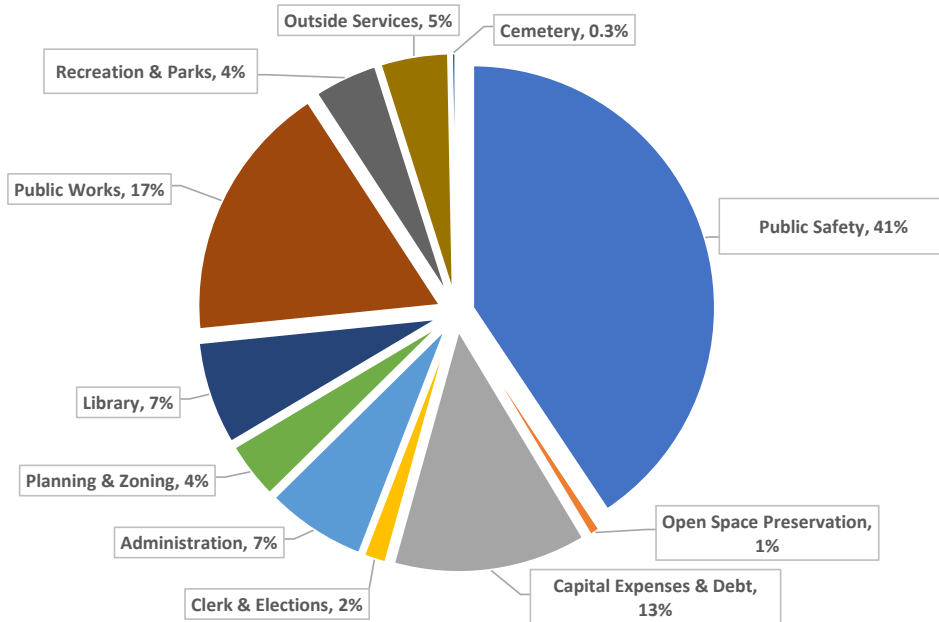
<u>Fiscal Year</u>	<u>Rate Charged</u>	<u>Grand List</u>
2010	\$ 0.2000	\$ 16,066,749
2011	\$ 0.2100	\$ 16,230,150
2012	\$ 0.2150	\$ 16,209,614
2013	\$ 0.2320	\$ 16,376,675
2014	\$ 0.2500	\$ 16,626,312
2015	\$ 0.2700	\$ 16,818,297
2016	\$ 0.2800	\$ 17,116,442
2017	\$ 0.2650	\$ 18,918,528
2018	\$ 0.2650	\$ 19,409,700
2019	\$ 0.2665	\$ 19,769,700
2020	\$ 0.2695	\$ 20,230,900
2021	\$ 0.2750	\$ 20,638,967
2022	\$ 0.2750      Estimated	\$ 20,615,248



### Proposed Operating Revenue FY 2022 Town of Williston Municipal Budget



### Proposed Operating Expense FY 2022 Town of Williston Municipal Budget



**Town of Williston**  
General Government, Operating and Capital  
FY 2022 Proposed Budget Summary

	<b>Budget FY 2021</b>	<b>Proposed FY 2022</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Revenues</b>				
Taxes				
Property Taxes	5,881,710	5,864,389	(17,321)	-0.29%
Local Options Tax	3,125,000	3,100,000	(25,000)	-0.80%
	<b>9,006,710</b>	<b>8,964,389</b>	<b>(42,321)</b>	<b>-0.47%</b>
User Fees				
Town Clerk	205,000	206,750	1,750	0.85%
Planning & Zoning	155,000	150,000	(5,000)	-3.23%
Police	53,000	37,000	(16,000)	-30.19%
Fire/EMS	380,710	366,000	(14,710)	-3.86%
Recreation & Parks	267,000	258,300	(8,700)	-3.26%
	<b>1,060,710</b>	<b>1,018,050</b>	<b>(42,660)</b>	<b>-4.02%</b>
Other				
Public Works	364,230	387,345	23,115	6.35%
Cemetery	-	8,100	8,100	100.00%
Host Town Fees	326,850	340,000	13,150	4.02%
Fund Balance-Taxes	500,000	576,600	76,600	15.32%
Fund Balance-Capital	280,810	66,150	(214,660)	-76.44%
Fund Balance-Other	-	34,000	34,000	100.00%
Transfer In Impact Fees	-	45,000	45,000	100.00%
Interest & Other Revenue	131,900	131,721	(179)	-0.14%
	<b>1,603,790</b>	<b>1,588,916</b>	<b>(14,874)</b>	<b>-0.93%</b>
<b>TOTAL REVENUES</b>	<b>11,671,210</b>	<b>11,571,355</b>	<b>(99,855)</b>	<b>-0.86%</b>
<b>Expenditures</b>				
Capital Expenses	1,630,640	1,497,252	(133,388)	-8.2%
Finance	321,550	360,995	39,445	12.3%
Fire/Ems	2,235,560	2,248,998	13,438	0.6%
Town Manager's Office	432,120	418,840	(13,280)	-3.1%
Library	791,130	802,713	11,583	1.5%
Open Space Preservation	100,000	85,000	(15,000)	-15.0%
Outside Services	492,530	529,915	37,385	7.6%
Planning & Zoning	479,560	445,646	(33,914)	-7.1%
Police	2,359,810	2,454,623	94,813	4.0%
Public Works	2,019,350	2,015,772	(3,578)	-0.2%
Cemetery	-	36,000	36,000	100.0%
Recreation & Parks	579,300	497,210	(82,090)	-14.2%
Town Clerk	229,660	178,391	(51,269)	-22.3%
<b>TOTAL EXPENDITURES</b>	<b>11,671,210</b>	<b>11,571,355</b>	<b>(99,855)</b>	<b>-0.86%</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b>REVENUE</b>					
<i>Tax Revenue</i>					
Property Taxes - Town, Highway, Capital	5,145,077	5,325,297	5,536,085	5,675,910	5,669,389
Interest on Taxes Due	75,189	74,812	57,341	70,000	60,000
Penalty on Taxes Due	6,189	5,829	4,960	5,800	5,000
Payments in Lieu of Taxes	130,681	132,170	138,507	130,000	130,000
Sales, Rooms, Meals & Alcohol	3,132,196	3,254,053	3,148,765	3,125,000	3,100,000
<b>Subtotal Tax Revenue</b>	<b>8,489,332</b>	<b>8,792,161</b>	<b>8,885,658</b>	<b>9,006,710</b>	<b>8,964,389</b>
Tax Rate	0.2665	0.2665	0.2695	0.2750	0.2750
<b>REVENUE FROM OTHER SOURCES</b>					
<i>Town Clerk Revenue</i>					
Recording Legal Documents	77,382	75,053	168,738	100,000	175,000
Copies of Vital Statistics	1,995	1,480	2,886	3,000	2,000
Issuing Licenses-Muni. Portion	68,763	74,864	827	1,000	750
Passport Revenue	-	-	53,153	75,000	5,000
Use of Town Copier	12,105	12,167	11,885	12,000	12,000
Vault Time	2,177	1,992	2,239	2,000	2,000
Miscellaneous - Town Clerk	1,271	4,645	1,469	1,500	1,000
Alcohol Beverage Licenses	4,140	4,025	3,795	4,500	4,000
Dog Licenses & Fees	5,924	6,021	4,357	6,000	5,000
<b>Subtotal Town Clerk Revenue</b>	<b>173,757</b>	<b>180,247</b>	<b>249,349</b>	<b>205,000</b>	<b>206,750</b>
<i>Planning Revenue</i>					
Planning Fees	29,605	30,050	23,475	30,000	25,000
Permits	187,142	178,730	125,000	125,000	125,000
<b>Subtotal Planning Revenue</b>	<b>216,747</b>	<b>208,780</b>	<b>148,475</b>	<b>155,000</b>	<b>150,000</b>
<i>Fire/EMS Revenue</i>					
Ambulance Revenue	333,831	358,488	371,316	362,710	360,000
Fire Fees	5,967	5,964	650	6,000	3,000
Program Fees	3,643	8,605	2,964	5,000	3,000
Fire Inspection Revenue	-	-	-	7,000	-
<b>Subtotal Fire/EMS Revenue</b>	<b>343,441</b>	<b>373,057</b>	<b>374,930</b>	<b>380,710</b>	<b>366,000</b>
<i>Police Revenue</i>					
Police Fees	5,866	5,120	6,118	8,000	2,000
Insurance Report Revenue	6,013	5,825	4,460	-	5,000
Court Fines	21,867	19,600	18,964	25,000	10,000
False Alarm Fees	14,250	13,430	24,725	20,000	20,000
<b>Subtotal Police Revenue</b>	<b>47,996</b>	<b>43,975</b>	<b>54,267</b>	<b>53,000</b>	<b>37,000</b>
<i>Recreation Revenue</i>					
Day Camps	112,387	145,867	114,829	115,000	107,600
Contracted Camps	45,606	43,603	36,468	45,000	43,700
Youth Programs	42,876	50,609	42,360	45,000	45,000
Special Events - Recreation Revenue	904	635	510	500	500
Field Use	9,188	8,884	6,221	8,000	8,000
Contracted Programs	54,936	43,577	27,297	50,000	50,000
Adult/Senior Programs	3,316	4,002	2,466	3,500	3,500
<b>Subtotal Recreation Revenue</b>	<b>269,213</b>	<b>297,177</b>	<b>230,151</b>	<b>267,000</b>	<b>258,300</b>
<i>Highway Revenue</i>					
State Aid	161,480	161,666	165,957	161,770	161,770
Consulting Engineers	7,486	-	1,000	-	-
Rental of Highway Property	94,560	92,220	88,470	88,470	90,675
Miscellaneous - Highway Revenue	50,620	50,192	63,927	32,440	42,200
Stormwater Project Revenue	72,359	74,142	79,216	66,650	77,800
Right of Way Use Fee	20,670	10,974	21,082	14,900	14,900
<b>Subtotal Highway Revenue</b>	<b>407,175</b>	<b>389,194</b>	<b>419,652</b>	<b>364,230</b>	<b>387,345</b>



Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b>Cemetery Revenue</b>					
Lot Sales	-	-	-	-	5,000
Memorial Garden Fees	-	-	-	-	1,500
Cornerstone Fees	-	-	-	-	1,600
<b>Subtotal Cemetery Revenue</b>	-	-	-	-	8,100
<b>Interest and Other Revenue</b>					
Interest Earned on Investments	36,765	100,644	92,920	100,000	37,321
Miscellaneous - Other Revenue	4,250	1,596	25,000	2,000	2,000
Host Town Fees	-	-	-	-	307,000
CSWD Compost Fees	-	-	-	-	7,000
CSWD MRF Fees	-	-	-	-	26,000
Building Rental	3,036	4,422	2,650	3,500	1,000
Gain on Sale of Assets	-	-	-	-	-
Reimbursement for Town Services	26,400	26,400	26,400	26,400	26,400
From Reserves for Tax Reduction	-	-	-	500,000	576,600
From Reserves for Capital Projects	-	-	-	280,810	23,000
From Reserves for Capital Equipment	-	-	-	-	43,150
From Reserves for CCPSA	-	-	-	-	34,000
Transfer in - Traffic Impact Fund	-	-	-	-	45,000
Transfer in - Host Town Fund (Capital)	375,000	367,500	355,000	326,850	-
Education Tax Collection Service Fee	-	-	-	-	65,000
<b>Subtotal Interest and Other Revenue</b>	445,451	500,562	501,970	1,239,560	1,193,471
<b>Total Revenue from Other Sources</b>	5,248,035	5,459,856	5,328,367	5,995,300	5,901,966
<b>Property Taxes</b>	5,145,077	5,325,297	5,536,085	5,675,910	5,669,389
<b>Total Revenue</b>	10,393,112	10,785,153	10,864,452	11,671,210	11,571,355

## EXPENDITURES

### Capital Expenses

#### Capital Projects

Capital Projects - Operating Budget	-	-	-	229,400	54,800
Capital Equipment - Operating Budget	-	-	-	144,510	388,200
Capital Projects - Host Town Funded	63,100	-	-	-	-
Capital Equipment - Host Town Funded	311,900	367,500	354,950	326,850	-
<b>Subtotal</b>	375,000	367,500	354,950	700,760	443,000

#### Debt Services

Library Roof, Principal	20,000	20,000	20,000	20,000	20,000
Library Roof, Interest	2,812	2,408	1,950	1,440	888
PS Building, Principal	320,000	320,000	320,000	320,000	320,000
PS Building, Interest	118,260	99,551	86,412	68,320	57,829
Fire Engine, 18, Interest	-	9,446	7,507	7,500	7,507
Sidewalk Bond, Principal	80,000	80,000	80,000	80,000	80,000
Sidewalk Bond, Interest	9,177	6,010	2,800	-	11,506
Fire Engine, 09, Principal	45,000	45,000	45,000	-	-
Fire Engine, 09, Interest	4,082	2,494	829	-	-
Ambulance Lease, Principal	-	-	34,426	29,970	30,908
Ambulance Lease, Interest	-	-	1,574	6,030	5,092
Ambulance #2, Principal	29,240	30,034	30,849	-	-
Ambulance #2, Interest	2,437	1,644	829	-	-
PW Facility Principal	240,000	240,000	240,000	240,000	240,000
PW Facility Interest	137,820	141,419	135,633	128,620	121,327
Fire Trucks, 20, Interest	-	-	-	28,000	-
2021 Fire Truck Principal	-	-	-	-	70,000
2021 Fire Truck Interest	-	-	-	-	40,600
2021 Muddy Brook Culvert Interest	-	-	-	-	27,000
Fire Station Roof Principal	-	-	-	-	18,820
Fire Station Roof Principal	-	-	-	-	2,775
<b>Subtotal</b>	1,008,828	998,006	1,007,809	929,880	1,054,252

### TOTAL Capital Expenses

1,383,828	1,365,506	1,362,759	1,630,640	1,497,252
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Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b><u>Finance</u></b>					
<i>Board of Listers</i>					
Listers' Salaries	795	897	610	1,100	1,000
Assistant Assessor's Salary	28,500	29,865	31,090	31,470	32,275
Clerical Salary	13,987	14,857	14,657	14,910	15,140
Benefits	3,588	3,783	3,892	3,850	4,090
Mileage	-	-	-	260	100
Professional Services	70	228	945	400	-
Contracted Assessor	23,401	20,600	21,950	21,350	21,900
Service Contracts	4,160	4,326	4,499	4,500	4,750
Office Supplies	685	456	385	750	500
Office Equipment	277	1,307	2,254	1,400	-
Telephone & Postage	274	208	215	300	300
Tax Maps	-	3,246	749	2,500	-
<b>Subtotal</b>	<b>75,737</b>	<b>79,773</b>	<b>81,246</b>	<b>82,790</b>	<b>80,055</b>
<i>Cash Receipts &amp; Management</i>					
Treasurer Salary	-	-	13,263	39,610	-
Treasurer Staff Salary	-	-	-	-	-
Benefits	-	-	2,271	18,860	-
Mileage	-	-	-	350	-
Training & Conferences	-	-	-	950	-
Service Contracts	-	-	-	2,000	-
Property & Casualty Insurance	-	-	3,487	-	-
Office Supplies	-	-	1,629	500	-
Office Equipment	-	-	60	-	-
Telephone & Postage	-	-	133	3,500	-
Building Maintenance	-	-	-	-	-
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>20,843</b>	<b>65,770</b>	<b>-</b>
<i>Finance &amp; HR</i>					
Department Salary	77,709	91,955	118,934	108,910	158,000
Benefits	38,290	39,539	43,798	43,080	64,515
Mileage	-	-	-	-	150
Training & Conferences	-	-	-	-	1,885
Audit Fees	17,657	16,818	20,140	21,000	24,800
Service Contracts	-	-	-	-	1,675
Property & Casualty Insurance	-	-	-	-	4,150
Office Supplies	-	-	-	-	3,695
Office Equipment	-	-	-	-	1,400
Bank Fees	-	-	-	-	3,500
Telephone & Postage	-	-	-	-	4,500
Building Maintenance	-	-	-	-	12,670
<b>Subtotal</b>	<b>133,656</b>	<b>148,312</b>	<b>182,872</b>	<b>172,990</b>	<b>280,940</b>
<b>TOTAL Finance Department</b>	<b>209,393</b>	<b>228,085</b>	<b>284,961</b>	<b>321,550</b>	<b>360,995</b>
<b><u>Town Manager's Office</u></b>					
<i>General Overhead</i>					
Legal Services	15,734	24,975	38,293	30,000	30,000
Service Contracts	-	-	-	-	1,100
Property & Casualty Insurance	3,972	4,042	6,973	4,960	8,300
Town Report	1,436	1,910	1,666	2,600	2,000
Office Supplies	4,555	3,277	3,039	3,500	725
Telephone & Postage	2,271	2,540	2,277	2,620	1,200
Building Maintenance	13,392	17,269	18,256	15,000	12,670
Other Expenses	6,121	821	760	850	800
<b>Subtotal</b>	<b>47,481</b>	<b>54,834</b>	<b>71,264</b>	<b>59,530</b>	<b>56,795</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b>Selectboard</b>					
Salaries - Selectboard	5,670	5,778	5,910	5,880	5,990
Benefits - Selectboard	434	442	452	450	475
Professional Services	-	-	17,323	-	-
Discretionary Wages	2,500	4,800	17,000	-	-
Regular Expenses	13,259	13,505	7,124	28,570	23,000
<b>Subtotal</b>	<b>21,863</b>	<b>24,525</b>	<b>47,809</b>	<b>34,900</b>	<b>29,465</b>
<b>Technology</b>					
Computer Equipment	2,675	3,054	2,917	3,500	3,500
Computer Applications	19,347	22,778	30,505	33,500	30,000
<b>Subtotal</b>	<b>22,022</b>	<b>25,832</b>	<b>33,422</b>	<b>37,000</b>	<b>33,500</b>
<b>Town Manager's Office</b>					
Manager's Salary	79,368	82,709	84,524	85,130	74,000
Manager's Staff Salary	57,001	63,700	68,428	71,030	74,740
Accrued Sick & Vacation	-	9,988	7,872	10,000	10,000
Salary Discretionary	8,600	9,100	8,000	71,900	80,000
Benefits	38,571	39,949	38,607	54,230	55,340
Mileage	700	1,061	658	1,100	500
Training & Conferences	5,136	5,071	5,045	7,300	4,500
<b>Subtotal</b>	<b>189,376</b>	<b>211,578</b>	<b>213,134</b>	<b>300,690</b>	<b>299,080</b>
<b>TOTAL Town Manager's Office</b>	<b>280,742</b>	<b>316,769</b>	<b>365,629</b>	<b>432,120</b>	<b>418,840</b>
<b><u>Dorothy Alling Memorial Library</u></b>					
<b>Library Operations</b>					
Department Salary	303,253	324,348	323,443	349,400	454,425
Benefits	70,738	82,761	90,957	100,350	136,388
Training & Conferences	2,847	2,872	174	2,720	2,770
Travel & Fees	1,331	1,861	545	2,200	2,200
Books	68,806	77,035	73,218	83,000	85,000
Bookmobile	2,165	1,595	1,468	2,250	1,780
System & Equipment Maintenance	-	-	-	-	14,800
Office Supplies	8,045	8,891	7,524	8,500	8,500
Telephone	875	937	924	1,000	1,000
Postage	1,611	1,733	1,570	2,500	2,500
Program Presenters and Materials	-	-	-	-	15,000
<b>Subtotal</b>	<b>459,670</b>	<b>502,033</b>	<b>499,823</b>	<b>551,920</b>	<b>724,363</b>
<b>Building Overhead</b>					
Janitorial Services	9,383	8,713	8,910	13,500	13,600
Town Custodial Services, incl. benefits	4,171	4,810	7,006	6,750	2,450
Heating Fuel	3,308	3,525	3,194	3,400	3,350
Utilities	8,460	7,026	5,992	6,500	6,500
Maintenance & Repairs	12,962	13,499	11,167	15,530	14,320
Land Rental	29,750	29,750	29,750	25,000	25,000
Property & Casualty Insurance	10,202	10,946	11,938	12,170	13,130
<b>Subtotal</b>	<b>78,235</b>	<b>78,269</b>	<b>77,957</b>	<b>82,850</b>	<b>78,350</b>
<b>Special Programs</b>					
Program Wages	46,179	47,139	48,617	64,720	-
Benefits	15,639	12,454	13,930	17,970	-
Program Presenters and Materials	15,590	14,953	11,721	15,000	-
<b>Subtotal</b>	<b>77,408</b>	<b>74,546</b>	<b>74,268</b>	<b>97,690</b>	<b>-</b>
<b>Computer/Reference Services</b>					
IT/Reference Wages	28,418	23,570	25,064	30,480	-
Benefits	13,317	7,018	10,812	12,890	-
System & Equipment Maintenance	19,430	18,814	11,877	15,300	-
<b>Subtotal</b>	<b>61,165</b>	<b>49,402</b>	<b>47,753</b>	<b>58,670</b>	<b>-</b>
<b>TOTAL Dorothy Alling Memorial Library</b>	<b>676,479</b>	<b>704,250</b>	<b>699,801</b>	<b>791,130</b>	<b>802,713</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b><u>Open Space Preservation</u></b>					
Environmental Reserve Fund (ERF)	40,000	260,000	-	70,000	70,000
Affordable Housing Trust	-	15,000	-	20,000	15,000
Tax Stabilization	9,678	9,883	-	10,000	-
<b>TOTAL Open Space Preservation</b>	<b>49,678</b>	<b>284,883</b>	<b>-</b>	<b>100,000</b>	<b>85,000</b>
<b><u>Outside Services</u></b>					
<i>Health</i>					
Health Officer Stipend	600	603	646	600	800
Visiting Nurse Assoc.	30,766	30,760	30,760	30,760	30,760
Employee Health & Safety Programs	216	1,649	2,415	2,000	2,000
<b>Subtotal</b>	<b>31,582</b>	<b>33,012</b>	<b>33,821</b>	<b>33,360</b>	<b>33,560</b>
<i>Regional Services</i>					
Chitt.Co. Regional Planning	21,667	22,095	23,170	23,160	23,160
Winooski Valley Park Dist.	31,972	32,292	34,243	35,060	35,060
Greater Burlington Inds.Corp.	2,000	2,000	2,000	2,000	2,000
County Tax	89,727	98,621	91,464	92,000	93,100
LCRCC	-	550	565	550	550
Vt. League of Cities & Towns	10,896	11,133	11,458	11,900	11,900
WFC Steeple Contribution	-	25,000	1,000	-	1,000
Chittenden County Public Safety Authority	-	-	-	-	34,000
Lake Iroquois Association	6,659	(1,806)	5,000	15,000	10,000
<b>Subtotal</b>	<b>162,921</b>	<b>189,885</b>	<b>168,900</b>	<b>179,670</b>	<b>210,770</b>
<i>Social Services</i>					
Social Service Organizations	27,870	28,750	29,610	30,000	30,000
Residents Assistance	805	1,650	328	1,000	1,000
Community Partnerships	-	-	-	-	6,085
<b>Subtotal</b>	<b>28,675</b>	<b>30,400</b>	<b>29,938</b>	<b>31,000</b>	<b>37,085</b>
<i>Transportation Services</i>					
GMT ADA program	185,592	191,018	198,383	206,000	206,000
Elderly & Disabled Transportation	26,830	16,003	17,796	24,000	24,000
GMT Bus Service	15,370	17,312	10,470	18,500	18,500
<b>Subtotal</b>	<b>227,792</b>	<b>224,333</b>	<b>226,649</b>	<b>248,500</b>	<b>248,500</b>
<b>TOTAL Outside Services</b>	<b>450,970</b>	<b>477,630</b>	<b>459,308</b>	<b>492,530</b>	<b>529,915</b>
<b><u>Planning, Zoning and Conservation</u></b>					
<i>Planning &amp; Zoning</i>					
Department Salary	222,001	196,785	198,984	211,070	235,450
Student Interns	-	-	-	-	6,000
Benefits	91,952	79,512	80,527	94,190	106,706
Mileage	812	961	155	1,000	1,400
Training & Conferences	1,076	2,613	3,813	4,000	4,000
Subscriptions & Dues	1,272	818	762	1,300	1,300
Professional Services	1,795	4,804	1,424	15,000	5,000
Misc. Planning Studies	3,503	4,452	966	55,000	30,000
Property & Casualty Insurance	3,361	3,365	4,782	4,200	5,690
Advertising	3,350	2,127	4,322	4,000	4,400
Office Supplies	1,736	3,187	1,775	3,200	2,700
Equipment	1,909	1,862	4,565	4,000	3,500
Printing	1,570	1,666	2,550	2,600	2,600
Telephone & Postage	1,845	2,217	1,807	2,300	2,100
GIS Data Management	3,814	6,556	1,866	4,500	4,500
Building Maintenance	16,026	13,109	17,230	13,360	15,100
Miscellaneous & Tools	-	-	-	-	400
Trail Planning and Engineering	-	-	-	-	2,000
Trail Maintenance & Repair	-	-	-	-	10,800
Catamount Community Forest	-	-	-	-	2,000
<b>Subtotal</b>	<b>356,022</b>	<b>324,034</b>	<b>325,528</b>	<b>419,720</b>	<b>445,646</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b>Conservation</b>					
Conservation Salary	20,308	22,318	23,173	24,980	-
Conservation and Trails Intern	3,119	2,902	2,860	3,000	-
Benefits - Conservation	5,600	5,856	8,083	11,060	-
Mileage, Conservation & Trails	448	629	431	400	-
Training, Conferences, Dues	690	3,590	1,573	1,000	-
Office Supplies, Mailings, Ads	525	232	519	400	-
Match for Grants and Studies	1,257	1,106	1,686	1,000	-
Trail Planning and Engineering	-	-	3,989	6,000	-
Trail Maintenance & Repair	12,905	14,951	10,825	12,000	-
<b>Subtotal</b>	<b>44,852</b>	<b>51,584</b>	<b>53,139</b>	<b>59,840</b>	<b>-</b>
<b>TOTAL Planning, Zoning &amp; Conservation</b>	<b>400,874</b>	<b>375,618</b>	<b>378,667</b>	<b>479,560</b>	<b>445,646</b>
<b>Fire/EMS</b>					
<b>Administration</b>					
Administration Salary	131,545	137,623	142,680	230,830	228,160
Benefits	70,000	67,254	67,708	85,870	111,395
Subscription & Dues	1,020	895	1,303	1,790	1,790
Computer Equipment	-	-	-	-	5,200
Computer Apps/Dev	-	-	-	-	21,735
Office Supplies	17,053	18,561	18,081	22,130	3,500
Office Equipment	11,541	10,173	5,878	9,300	2,700
Telephone & Postage	9,154	7,058	9,352	9,360	9,360
Recruting/New Hire	8,000	6,326	7,037	5,850	6,925
Personnel Recognition	1,013	982	371	1,500	1,500
<b>Subtotal</b>	<b>249,326</b>	<b>248,872</b>	<b>252,410</b>	<b>366,630</b>	<b>392,265</b>
<b>Emergency Preparedness</b>					
Emergency Prep Training	2,864	1,000	-	2,100	2,100
Emergency Prep Supplies/Ops	178	3,729	-	5,500	3,000
<b>Subtotal</b>	<b>3,042</b>	<b>4,729</b>	<b>-</b>	<b>7,600</b>	<b>5,100</b>
<b>Equipment &amp; Maintenance</b>					
Vehicle Fuel	17,531	19,479	15,828	21,780	21,000
Equipment Maintenance	77,804	85,998	54,103	70,300	65,300
Firefighting Equipment	34,294	39,991	96,195	42,500	28,595
EMS Equipment	16,681	14,939	11,136	22,240	24,265
<b>Subtotal</b>	<b>146,310</b>	<b>160,407</b>	<b>177,262</b>	<b>156,820</b>	<b>139,160</b>
<b>Facilities</b>					
Maintenance Wages	-	-	1,920	-	1,840
Property & Casualty Insurance	27,704	32,295	31,813	32,880	34,685
Heating Fuel	11,397	10,781	8,945	12,380	11,990
Utilities	19,828	16,831	14,185	17,700	15,500
Station Maintenance	34,267	28,226	24,772	45,000	33,615
<b>Subtotal</b>	<b>93,196</b>	<b>88,133</b>	<b>81,635</b>	<b>107,960</b>	<b>97,630</b>
<b>Wages</b>					
On Call Wages	109,938	75,507	47,264	75,000	60,000
Career Wages, including OT	682,838	834,227	891,999	856,170	909,723
Benefits, Career	330,464	392,481	435,018	462,750	460,060
Benefits, On Call	20,356	22,605	12,277	13,470	11,600
<b>Subtotal</b>	<b>1,143,596</b>	<b>1,324,820</b>	<b>1,386,558</b>	<b>1,407,390</b>	<b>1,441,383</b>
<b>Operations</b>					
Ambulance Billing Fees	26,948	29,523	26,351	31,030	33,000
EMS Medical Supplies	25,055	18,874	18,888	26,000	26,100
Communications	4,637	9,135	10,845	7,860	7,360
Fire Prevention	2,426	2,484	716	3,000	3,000
Ambulance Agency Assessment	11,203	11,016	9,914	11,970	12,000
Dispatch Services	51,888	57,331	57,149	69,300	63,000
Training & Conferences	15,037	19,934	10,183	40,000	29,000
<b>Subtotal</b>	<b>137,194</b>	<b>148,297</b>	<b>134,046</b>	<b>189,160</b>	<b>173,460</b>
<b>TOTAL Fire/EMS</b>	<b>1,772,664</b>	<b>1,975,258</b>	<b>2,031,911</b>	<b>2,235,560</b>	<b>2,248,998</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b><u>Police</u></b>					
<i>Administration</i>					
Administration Salary	129,217	129,968	201,243	228,850	229,965
Benefits	49,103	50,682	78,563	97,440	98,508
Office Supplies	7,649	11,096	12,237	12,500	12,500
Telephone & Postage	10,963	10,463	11,100	11,800	11,800
<b>Subtotal</b>	<b>196,932</b>	<b>202,209</b>	<b>303,143</b>	<b>350,590</b>	<b>352,773</b>
<i>Building Maintenance</i>					
Inside Office Cleaning	13,818	14,201	13,295	15,250	15,250
Property & Casualty Insurance	52,859	53,130	55,682	56,940	62,940
Heating Fuel	4,072	3,611	3,327	4,800	4,000
Utilities	16,984	15,117	12,933	12,000	13,500
Building Maintenance	-	-	-	-	2,455
Police Building Maintenance	13,769	10,640	12,299	18,500	15,500
<b>Subtotal</b>	<b>101,502</b>	<b>96,699</b>	<b>97,536</b>	<b>107,490</b>	<b>113,645</b>
<i>Communications</i>					
Dispatch Salary	107,045	119,661	115,988	124,080	123,500
Benefits	49,347	54,796	47,423	58,990	59,750
Computer, Communications	29,703	32,005	22,131	33,930	34,000
Radio Repair	1,617	1,566	910	5,000	2,500
<b>Subtotal</b>	<b>187,712</b>	<b>208,028</b>	<b>186,452</b>	<b>222,000</b>	<b>219,750</b>
<i>Investigation Services</i>					
Investigation Salary	-	-	-	-	-
Investigation Overtime	-	-	-	-	-
Benefits	-	-	-	-	-
Investigation Expenses	3,331	1,522	985	5,000	2,500
Chitt.Unit for Sp. Investigations	16,924	17,171	17,468	18,000	18,000
<b>Subtotal</b>	<b>20,255</b>	<b>18,693</b>	<b>18,453</b>	<b>23,000</b>	<b>20,500</b>
<i>Patrol Services</i>					
Patrol Salary	755,266	862,069	803,078	886,700	937,530
Overtime	171,381	218,206	184,405	153,560	180,000
Benefits	371,833	405,769	418,261	451,470	483,275
Vehicle Expense	12,770	24,701	24,573	22,650	22,650
Vehicle Fuel	34,404	32,240	32,779	45,000	43,000
Mileage	62	175	352	400	400
Training & Conferences	19,744	10,970	20,467	21,000	20,500
Equipment & Uniforms	20,327	26,376	24,301	28,000	25,500
<b>Subtotal</b>	<b>1,385,787</b>	<b>1,580,506</b>	<b>1,508,216</b>	<b>1,608,780</b>	<b>1,712,855</b>
<i>Special Programs</i>					
Community Support Services	7,380	14,760	21,420	16,000	15,000
Public Service Programs	1,167	1,608	3,533	1,750	2,000
Dog Control& Damage	1,625	5,423	1,465	5,350	5,350
Awards Program	368	476	334	1,250	750
Community Justice Center	-	-	10,141	23,600	12,000
<b>Subtotal</b>	<b>10,540</b>	<b>22,267</b>	<b>36,893</b>	<b>47,950</b>	<b>35,100</b>
<b>TOTAL Police</b>	<b>1,902,728</b>	<b>2,128,402</b>	<b>2,150,693</b>	<b>2,359,810</b>	<b>2,454,623</b>

**Public Works**

<i>Buildings &amp; Grounds</i>					
Janitor, Old Brick Church	2,663	2,138	5,452	4,740	2,120
Benefits, Brick Church	107	-	1,181	740	352
Clock Winding	621	600	700	750	750
Property & Casualty Insurance	3,075	3,867	4,453	2,400	4,360
Heating Fuel	1,657	1,656	1,633	1,800	2,000
Utilities	1,921	1,731	1,882	1,800	1,850
Maintenance	11,021	3,987	11,904	12,000	12,000
Old School House expenses	-	-	-	4,100	-
Cemetery Support	28,000	26,332	28,500	31,150	-
Clock Lease Payment	-	-	-	1,000	1,000
<b>Subtotal</b>	<b>49,065</b>	<b>40,311</b>	<b>55,705</b>	<b>60,480</b>	<b>24,432</b>

Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<i>Highway General</i>					
Salaries Administration	76,148	77,642	83,318	83,630	85,670
Salary Discretionary	-	-	-	10,070	16,900
Benefits	31,747	41,084	27,204	34,850	36,425
Heating Fuel	1,195	959	23	-	1,000
Utilities	1,677	1,679	1,475	-	1,600
Maintenance	11,500	13,889	14,434	16,720	14,000
Street Lights	35,850	29,416	27,541	30,280	33,000
Small Equipment Purchases	1,724	-	1,250	2,000	1,800
Stormwater Fees for Roads	132,376	132,376	132,376	133,430	134,630
<b>Subtotal</b>	<b>292,217</b>	<b>297,045</b>	<b>287,621</b>	<b>310,980</b>	<b>325,025</b>
<i>Road Maintenance</i>					
Road Maintenance Salary	327,448	348,996	336,673	373,820	383,040
Overtime	40,733	44,936	35,265	45,830	45,600
Benefits	168,562	172,237	197,251	216,990	219,460
Uniforms	5,599	5,457	7,043	6,160	6,160
Training & Conferences	2,278	788	231	2,500	2,500
Consulting Engineers	3,444	2,836	(2,469)	3,000	2,500
Equipment Rental	62,102	78,521	68,831	70,000	78,330
Property & Casualty Insurance	23,361	16,514	24,025	23,270	24,565
Garage Operations	20,299	20,412	30,994	22,000	24,260
Gravel & Other Materials	4,529	6,991	22,031	7,000	7,000
Chloride	7,546	7,343	-	11,040	9,000
Patch	3,804	5,665	2,356	4,700	4,700
Salt	134,866	131,961	148,185	145,000	145,000
Sand	12,854	13,514	20,123	13,200	13,200
Road Maintenance	35,068	31,642	37,013	50,000	45,000
Equipment Operation & Repair	31,828	40,350	60,712	35,000	35,000
Vehicle Fuel	36,689	39,593	36,415	44,380	41,000
Retreatment	444,148	478,541	456,118	480,000	485,000
Highway Line Striping	23,376	9,426	20,414	24,000	24,000
Sidewalks	3,236	811	1,965	5,000	4,000
Misc. & Tools	10,161	9,819	6,544	9,000	9,000
Street Signs	5,642	5,497	4,685	6,000	6,000
Pedestrian Path Paving	-	-	17,450	20,000	20,000
Landscaping	23,904	25,976	21,398	30,000	32,000
Emergency Expenses	-	-	10,325	-	-
<b>Subtotal</b>	<b>1,431,477</b>	<b>1,497,826</b>	<b>1,563,578</b>	<b>1,647,890</b>	<b>1,666,315</b>
<b>TOTAL Public Works</b>	<b>1,772,759</b>	<b>1,835,182</b>	<b>1,906,904</b>	<b>2,019,350</b>	<b>2,015,772</b>
<b><u>Cemetery</u></b>					
<i>Operations</i>					
Insurance	-	-	-	-	350
Maintenance & Repairs	-	-	-	-	29,000
Interment & Lettering Memorial Garden	-	-	-	-	1,550
Cornerstone Installation	-	-	-	-	1,500
Cornerstone Expense	-	-	-	-	1,600
Equipment Repairs & Maintenance	-	-	-	-	2,000
<b>TOTAL Cemetery</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,000</b>



Town of Williston  
Operating Budget FY 2022

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Approved FY 2021	Proposed FY 2022
<b><u>Recreation &amp; Parks</u></b>					
<i>Recreation Services</i>					
Administrative Salaries	59,324	71,306	69,748	105,310	71,210
Salaries-Day Camp	72,607	73,709	57,260	60,000	61,560
Salaries-Seasonal Programs	4,057	4,893	3,437	6,000	6,000
Benefits	31,870	30,876	30,884	58,960	24,698
Training & Conferences	1,967	2,762	2,524	3,000	3,000
Property & Casualty Insurance	2,661	1,658	4,209	2,850	2,370
Office Supplies	707	647	4,611	2,000	2,000
Telephone & Postage	990	1,057	1,487	1,400	1,500
Marketing/Software	9,192	9,280	9,281	10,000	10,000
Building Maintenance	-	-	2,055	-	2,455
Day Camp Expenses	35,838	30,672	21,205	47,000	45,000
Contracted Camp Expenses	36,129	38,619	28,409	39,000	39,000
Youth/Adult Program Expenses	23,831	26,490	24,674	43,000	43,000
Senior Program Expenses	9,751	8,250	5,250	10,500	10,500
Contracted Program Expenses	46,513	36,108	23,144	48,000	48,000
Special Events	10,370	11,050	11,216	11,300	11,300
Community Partnerships	3,393	3,585	4,444	5,470	-
School Use Fees	124,960	124,960	124,260	-	-
<b>Subtotal</b>	<b>474,161</b>	<b>475,922</b>	<b>428,098</b>	<b>453,790</b>	<b>381,593</b>
<i>Park Maintenance</i>					
Maintenance Salary	15,718	18,070	22,249	43,250	37,570
Park Admin. Salary	13,258	14,136	14,722	14,850	15,225
Benefits	5,373	5,016	13,559	13,380	22,347
Property & Casualty Insurance	-	-	-	3,130	3,555
Professional Services	-	-	-	15,000	-
Equipment Rental	2,389	3,329	3,941	6,000	6,000
Utilities	2,210	2,821	4,386	2,900	3,920
Equipment	2,999	3,276	2,313	2,000	2,000
Maintenance & Upgrades	26,062	26,987	20,463	25,000	25,000
<b>Subtotal</b>	<b>68,010</b>	<b>73,635</b>	<b>81,633</b>	<b>125,510</b>	<b>115,617</b>
<b>TOTAL Recreation &amp; Parks</b>	<b>542,171</b>	<b>549,557</b>	<b>509,731</b>	<b>579,300</b>	<b>497,210</b>
<b><u>Town Clerk &amp; Elections</u></b>					
<i>Records, Permits &amp; Licenses</i>					
Town Clerk Salary	53,223	61,010	65,965	38,220	48,725
Town Clerk Staff Salary	101,006	99,567	98,362	83,130	52,225
Benefits - Town Clerk	58,311	59,221	62,513	62,130	48,711
Mileage - Town Clerk	102	235	191	450	400
Training & Conferences - Town Clerk	627	610	705	2,000	400
Equipment Rental, Service Contracts	2,757	3,075	3,847	2,000	1,675
Property & Casualty Insurance - Town Clerk	3,972	4,038	3,487	4,960	4,150
Office Supplies - Town Clerk	7,690	7,747	9,615	4,500	2,000
Office Equipment - Town Clerk	5,075	-	3,643	2,500	-
Telephone & Postage - Town Clerk	7,481	7,538	7,370	4,000	4,000
Building Maintenance - Town Clerk	12,835	17,269	18,062	15,000	12,670
<b>Subtotal</b>	<b>253,079</b>	<b>260,310</b>	<b>273,760</b>	<b>218,890</b>	<b>174,956</b>
<i>Elections</i>					
Town Meeting Salary	899	999	1,590	1,020	1,060
General Election Salary	-	1,836	-	3,000	1,600
Ballot Printing	1,398	1,598	-	1,600	-
Postage - Elections	77	869	1,646	1,900	500
General Election Expense	-	2,331	270	2,500	-
Town Meeting Expenses	566	104	150	750	275
<b>Subtotal</b>	<b>2,940</b>	<b>7,737</b>	<b>3,656</b>	<b>10,770</b>	<b>3,435</b>
<b>TOTAL Town Clerk &amp; Elections</b>	<b>256,019</b>	<b>268,047</b>	<b>277,416</b>	<b>229,660</b>	<b>178,391</b>
<b>GRAND TOTAL</b>	<b>9,622,568</b>	<b>10,429,414</b>	<b>10,325,691</b>	<b>11,522,650</b>	<b>11,571,355</b>

### Capital & Equipment Projects Budget Summary

#### **Capital Projects Budget for Fiscal Year 2022**

Capital Projects	Operating	Impact Fees	Fund Balance	Other
Fire Paving				
Fire Roof				100,000
Fire HVAC Replacement	2,800			
Fire Phone System	7,000			
Allen Brook Community Park		20,000		
Park Improvements		10,000		
Park Replacements	20,000			
Allen Brook Trail Boardwalk			18,000	
Community Forest Improve	2,000			
Town Trail Management Fund			5,000	
Muddy Brook Culvert				900,000
Minor Transportation Improve		10,000		
Sidewalk Impact		45,000		
<b>TOTALS</b>	31,800	85,000	23,000	1,000,000

#### **Equipment Fund Budget for Fiscal Year 2022**

Equipment Fund	Operating	Impact Fees	Fund Balance	Other
Police Chief's Vehicle	30,000			
Police Fleet Vehicles	70,000			
Police Technology	-			
4x4 Fire Vehicle	17,250			
Fire Utility Vehicles	2,000			
Defibrillator Replacements	19,000			
Hydraulic Rescue Tools	8,000			
Fire IT Server Replacement	4,400			
Fire Radio Replacement	12,500			
Fire Turn Out Gear Replace			8,150	
SCBA Compressor	5,000			
Fire Equipment	25,000			
Ambulance Replacement				329,000
Large Highway Truck Replace	110,000			
Large Highway Equip Replace			30,000	
Highway Pickup Replacement	30,000			
Grounds Mower Replacement	2,900			
Traffic Signal Replacements			5,000	
Recreation Mower Replace	6,500			
Recreation Pickup Replace	2,500			
Bookmobile				
<b>TOTALS</b>	345,050	-	43,150	329,000

<b>Combined Total</b>	<b>376,850</b>	85,000	<b>66,150</b>	1,329,000
Capital Expenditures Included in Operating Budget			<b>443,000</b>	

# **TOWN OF WILLISTON FINANCIAL REPORT**

**For the Fiscal Year Ending  
June 30, 2020**

A summary of the audited financial statements, prepared by Town staff, is presented on the following pages. A complete audit report is available for viewing on the Town's website, [www.town.williston.vt.us](http://www.town.williston.vt.us)

**TOWN OF WILLISTON**  
**STATEMENT OF LONG TERM INDEBTEDNESS**  
**AS OF JUNE 30, 2020**

Payable to:	Purpose	Issue Date	Issue Amount	Maturity Date	Interest Rate	Balance 06/30/19	Additions	Deletions	Balance 06/30/20	Interest Paid FY 20	Current	Long Term	Total
<b>TOWN</b>													
<b>Bond Payable</b>													
US Bank	Sidewalk Project	7/15/05	1,600,000	12/1/25	3.79%	560,000	-	80,000	480,000	18,510	80,000.00	400,000.00	480,000.00
US Bank	Public Safety Bldg	7/15/05	3,300,000	12/1/25	3.79%	1,155,000	-	165,000	990,000	38,176	165,000.00	825,000.00	990,000.00
US Bank	Public Safety Bldg	7/20/06	1,350,000	12/1/26	4.44%	520,000	-	65,000	455,000	19,638	65,000.00	390,000.00	455,000.00
US Bank	Public Safety Bldg	07/26/07	1,800,000	12/01/27	4.5%	810,000	-	90,000	720,000	28,598	90,000.00	630,000.00	720,000.00
US Bank	Fire Engine	07/21/09	485,000	11/15/19	3.1%	45,000	-	45,000	-	829	-	-	-
US Bank	Library Roof	08/12/12	200,000	11/15/22	2.4%	80,000	-	20,000	60,000	1,950	20,000.00	40,000.00	60,000.00
US Bank	Public Works Bldg	07/11/13	4,800,000	11/15/33	3.955%	3,600,000	-	240,000	3,360,000	135,633	240,000.00	3,120,000.00	3,360,000.00
US Bank	Fire Truck 2019	02/28/18	274,115	11/01/28	2.190%	274,115	-	-	274,115	7,507	-	274,115.00	274,115.00
						7,044,115	-	705,000	6,339,115	250,841	660,000.00	5,679,115.00	6,339,115.00
<b>Lease &amp; Notes Payable</b>													
Union Bank Note Payable	Ambulance '19	6/12/2019	228,800	9/1/2026	3.10%	228,800	-	34,426	194,374	1,574	29,969.18	164,404.82	194,374.00
TD Equipment Financing	Ambulance '14	6/19/2014	205,000	6/17/2020	2.70%	30,849	-	30,849	-	828	-	-	-
<b>Total Town Debt</b>						<b>7,303,764</b>	<b>-</b>	<b>770,275</b>	<b>6,533,489</b>	<b>253,243</b>	<b>689,969</b>	<b>5,843,520</b>	<b>6,533,489</b>
<b>UTILITY FUNDS</b>													
State Revolving Loan Fund	Old Stage Pump	06/30/12	311,231	04/01/33	2.0%	195,864	-	12,261	183,602	3,918	12,506.72	171,095.99	183,602.71
State Revolving Loan Fund	Meadowridge	06/30/12	478,353	04/01/33	0.0%	301,038	-	18,846	282,193	6,021	19,222.48	262,969.91	282,192.39
US Bank	Water TowerLand	11/7/12	400,000	11/15/22	2.4%	160,000	-	40,000	120,000	2,314	40,000.00	80,000.00	120,000.00
State Revolving Loan Fund	Industrial Ave Pump	5/5/2014	843,259	7/1/2034	2.0%	599,763	-	34,682	565,082	-	35,375.22	529,706.33	565,081.55
State Revolving Loan Fund	Gallop Hill Pump	11/1/2016	178,673	11/1/2035	2.0%	149,006	-	7,446	141,561	2,980	7,594.74	133,965.83	141,560.57
State Revolving Loan Fund	RT 2A Pump	5/16/2017	267,392	11/1/2037	2.0%	255,157	-	11,171	243,986	5,103	11,394.65	232,591.19	243,985.84
Champlain Water District	North Water Tower	7/1/2020	151,100	7/1/2039	1.0%	151,100	671,718	-	822,818	-	30,622.00	792,196.00	822,818.00
EJ WWTF VMBB 2010-5	WW Treatment Facility	12/8/2010	377,810	12/1/2040	2.0%	-	377,810	-	377,810	13,221	19,458.00	358,352.00	377,810.00
EJ WWTF CWSRF	WW Treatment Facility	7/1/2015	3,479,930	7/1/2035	3.3%	-	3,479,930	-	3,479,930	73,929	186,699.00	3,293,231.00	3,479,930.00
<b>Total Utility Debt</b>						<b>1,811,929</b>	<b>4,529,458</b>	<b>124,406</b>	<b>6,216,981</b>	<b>107,486</b>	<b>362,873</b>	<b>5,854,108</b>	<b>6,216,981</b>
<b>Total ALL Debt</b>			<b>16,454,431</b>			<b>9,115,693</b>	<b>4,529,458</b>	<b>894,681</b>	<b>12,750,470</b>	<b>360,729</b>	<b>1,052,842</b>	<b>11,697,628</b>	<b>12,750,470</b>

**TOWN OF WILLISTON**  
**LISTING OF EMPLOYEE WAGES**  
**AS OF JUNE 30, 2020**

<u>Positions</u>	<u>Grade</u>			
Town Manager	13	\$	79,747 -	\$ 114,566
Chief of Police	11	\$	67,101 -	\$ 96,450
Director of Public Works	11	\$	67,101 -	\$ 96,450
Fire Chief	11	\$	67,101 -	\$ 96,450
Director of Finance & Human Resources	11	\$	67,101 -	\$ 96,450
Director Planning & Zoning	10	\$	61,589 -	\$ 88,483
Police Lieutenant	10	\$	61,589 -	\$ 88,483
Library Director	9	\$	56,618 -	\$ 81,286
Assistant Director Public Works	9	\$	56,618 -	\$ 81,286
Recreation & Parks Director	9	\$	56,618 -	\$ 81,286
Town Clerk	9	\$	56,618 -	\$ 81,286
Assistant Town Manager	9	\$	51,792 -	\$ 74,381
Stormwater Coordinator	8	\$	51,792 -	\$ 74,381
Highway Foreman	7	\$	47,466 -	\$ 68,224
Water/Sewer Foreman	7	\$	47,466 -	\$ 68,224
Senior Planner	7	\$	47,466 -	\$ 68,224
Assistant Library Director, pt	7	\$	47,466 -	\$ 68,224
Youth Services Librarian	6	\$	43,722 -	\$ 62,858
IT Reference Librarian	6	\$	43,722 -	\$ 62,858
Treasurer	6	\$	43,722 -	\$ 62,858
Accounts Payable & HR Specialist	5	\$	43,722 -	\$ 62,858
Conservation Planner	5	\$	40,269 -	\$ 57,928
Circulation Librarian	5	\$	40,269 -	\$ 57,928
Technical & Reference Librarians (3), pt	5	\$	40,269 -	\$ 57,928
Assistant to Assessor, pt	5	\$	40,269 -	\$ 57,928
Assistant Highway Foreman	5	\$	40,269 -	\$ 57,928
Administrative Assistants (4)	4	\$	37,315 -	\$ 53,664
Assistant Town Clerk (2)	4	\$	37,315 -	\$ 53,664
Highway Maintenance Worker I (6)	4	\$	37,315 -	\$ 53,664
Planning Technician	4	\$	37,315 -	\$ 53,664
Water/Sewer Technician(4)	4	\$	37,315 -	\$ 53,664
Building & Grounds Maintenance (2) ft/p	2	\$	34,445 -	\$ 49,442

Police Positions

Police Sergeant(4)	\$	55,390 -	\$	80,704
Police Officers (10)	\$	47,237 -	\$	68,806
Police Dispatcher(2)	\$	39,395 -	\$	56,680
Reparative Board Director	\$	47,466 -	\$	68,224
Restorative Justice Specialist, pt	\$	37,315 -	\$	53,664

Fire/EMT Positions

Fire/EMT Captain	\$	49,892 -	\$	78,499
Fire/EMT Lieutenant (3)	\$	48,405 -	\$	82,644
Fire/EMT Senior Firefighter (3)	\$	45,787 -	\$	78,159
Career Firefighters/EMT (6)	\$	42,755 -	\$	72,986

Part-time Positions

			<u>Hourly Rate</u>	
Library Students (4) and Substitutes (8+)	\$	11.75 -	\$	13.50
Summer Recreation Staff (20+/-)	\$	12.00 -	\$	18.00
On Call Fire/Rescue (20+/-)	\$	11.00 -	\$	18.50

Elected Positions

Listers(3)	\$	15.91		
BCA/Elections	\$	10.00		
Selectboard Chair	\$1,450/year			
Selectboard (4)	\$1,115/year			

**Town of Williston Annual Town Meeting Abstract**  
**March 2 & 3, 2020**

Voters Present: 95

The legal voters of the town of Williston met at the Williston Central School in Williston, Vermont at 7:00pm on Monday March 2<sup>nd</sup>, 2020 for the Annual Town Meeting.

Williston Scouts Troop 692 presented the colors and lead the Pledge of Allegiance.

Selectboard chair Terry Macaig opened the meeting at 7:05 pm after a ceremony recognizing the retirement of long-time Williston Town Clerk/Treasurer Deb Beckett, and a review of the “In Memoriam” list for 2019.

Selectboard members present were introduced: Jeff Fehrs, Ted Kenney, Joy Limoge, Gordon St. Hilaire.

**Article 1-** Ch. Macaig called for a nomination of Moderator. Anthony Lamb was unanimously elected Moderator for the ensuing year on a motion by Jim McCullough and seconded by Deb Beckett. The motion carried.

**Article 2-** On a motion by Ken Morton Jr. and seconded by Patrick Foley, it was unanimously voted that current taxes will be paid to the Town Treasurer in three equal installments with due dates of August 15, November 15 and February 15 as authorized by 32 V.S.A. 4871. The motion carried.

**Article 3-** A motion was made by Al Frey and seconded by Arthur Ramsey to approve the reports of several town officers.

Rick McGuire, Town Manager, announces staff changes, including retirements and new hires. Fire Chief Ken Morton Jr. will be retiring July 8<sup>th</sup>, 2020 after 38 years of service to Williston, 28 as Fire Chief. Deb Beckett is retiring after 21 years as Clerk, Treasurer, and numerous other town positions. Jane Kearns has been hired as the new Library Director. Anthony Simanskas is recognized for his Firefighter/EMT of the year award. Sarah Mason is recognized for the Assistant Clerk of the year award from VMCTA. Major highlights from the past year include the Town of Williston receiving an award for first place out of 30 communities in ranking of financial health by the Ethan Allen Institute. The Halloween storm caused major damage to parts of Mountain View road and Marshall Ave. The public works department was kept very busy with repairs and clean-up. Social media presence options were recapped, including the town website, Facebook, twitter, YouTube, tv show, and a new on-line service request portal for citizen reporting. The North Williston Road traffic calming speed hump was removed after numerous complaints. Another possibility will be considered for the future. The Police Department is getting a Comfort Dog. This will be used to provide assistance to victims of crime, to deescalate domestic situations, and to accompany officers on their school visits. The Town of Williston acquired 393 acres of land from Jim and Lucy McCullough, now known as the Catamount Community Forest. This was a major effort by numerous agencies and a mixture of federal, town and local grants.

*The motion passed unanimously and the reports of the town officers was accepted.*

**Article 4-** To discuss whether the town should maintain all public sidewalks and paved recreation paths during the winter months. Assistant Town Manager, Erik Wells, gave background on the issue. There are approximately 30 miles of sidewalks and paths. 10.25 miles of sidewalks are plowed and 5 miles of

the bike path are plowed by a pickup truck. It takes about 5 hours to plow 10 miles of sidewalk. Four possible levels of service were presented.

1. Stay the course. It cost \$17,000 to provide current service.
2. Minimal plowing, homeowners would be responsible for their own sidewalk area
3. Purchase a new sidewalk plow for \$130,000 and add more areas
4. Hybrid approach, is there another way?

Audience discussion and questions ensued. Chapin Kaynor asked if contracting out for this job had been looked into. He noted that the Town Plan says we want walkable town streets and snowplowing should be done to the sidewalks and as well as the streets. Andy Duback inquired as to what brought this discussion about. He asked if this is actually worse for the sidewalks because of the wear and tear of plow blades. Town offices and Selectboard members hear requests for this from time to time, most every winter. Wear and tear are mostly to the grass on both sides, as it is not plowed down to bare ground and no salt is used. David Nesbit asked if there were other options to plowing, perhaps sand. Public Works Assistant Director Lisa Schaeffler explained the sand runs into the stormwater catch basins and also leads to having to street sweep. Mia Marinovich stated that the sidewalks on Old Stage Road are impassable for her daughter who uses a wheelchair. People walk in the street. Kathy Schaw inquired as to who would plow the areas between houses. Larry Brett asked if we need a new employee. Part time public works position is in place. When do the sidewalks get plowed? After a 2" storm.

Karla Karstens explained the Indian Ridge neighborhood proposal brought forth this year and is pleased with and appreciates the discussion. She suggested that there needs to be an equal and consistent way to add new neighborhoods and areas. Current process is loosely based on connectivity and feedback. Reed Carr asked if any money from Impact Fees can be used for this. Impact fees are not eligible funds. Josilyn Adams commented that for the estimated increase to a tax bill of \$8-10 most people would probably support all sidewalks being done. Ken Morton noted that the sidewalks were a large investment to be installed in the first place and they should be maintained. Jim McCullough noted that we have sidewalks and they should be plowed and neighborhoods shouldn't have to ask for this service. There was a vote by hand with the majority looking to have more sidewalk areas plowed consistently.

Article 5- To transact any other business proper to be brought forth before said meeting:

Chapin Kaynor pointed out an error in the Planning Commission Report submitted on page 66 of the Town Report. It should read *Vice* Chair Kevin Batson, not Chair. He also noted present Chair, Jake Mathon, will be retiring and thanked him for his many years of guidance. Bill White expressed his gratitude for Rick McGuire's tenure as Town Manager and commended him on his dedication and style of managing the town.

On a motion by Patrick Foley and seconded by Reed Carr, it was unanimously voted to adjourn the meeting until 7:00 a.m. on March 3, at the Williston Armory, at which time the polls will be open to vote by Australian Ballot on Articles 6-10 plus Article 1 for the Champlain Water District. Meeting adjourned at 7:50pm.



### **March 3<sup>rd</sup> Voting by Australian Ballot Results**

3553 voters cast ballots

#### **Article 6:**

Shall the voters authorize General Fund Expenditures of \$11,671,210 of which \$5,675,910 shall be raised by taxes, for the year beginning July 1, 2020 and ending June 30,2021?

YES 2085

NO 1171

#### **Article 7:**

Shall bonds of the Town of Williston in an amount not to exceed \$900,000 and having a term not to exceed twenty (20) years, be issued to fund on-half of the cost to replace the Muddy Brook culvert on Marshall Avenue?

YES 2630

NO 667

#### **Article 8:**

Shall the voters approve revisions to Section 2 of the Town Charter as necessary to allow any charter provision approved for any other municipality to be adopted by majority vote of the electorate to be a provision to Williston's Charter without the need to obtain legislative approval?

YES 1996

NO 833

#### **Article 9:**

Shall the voters revise Section 16(h)(3)(J) of the Town Charter to specify that the Library Director shall be appointed or removed by the manager with the advice and consent of a majority of the Library Board of Trustees?

YES 2437

NO 493

#### **Article 10:**

Shall the voters approve adding Section 21 to the Town Charter to define a process to reach resolution in the event of a contract impasse between the Town and any employee collective bargaining unit?

YES 2417

NO 387

#### **Article 11:**

Shall the voters elect to the Selectboard one member for a term of two years beginning March, 2020

Joy Limoge 2687 (elected)

#### **Article 12:**

Shall the voters elect to the Selectboard one member for a term of three years beginning March, 2020  
Jeff Fehrs 2786 (elected)

Article 13:

Shall the voters elect to the Board of Listers one member for a term of three years beginning March, 2020  
Linda Levitt 2826 (elected)

Article 14:

Shall the voters elect to the Library Board of Trustees one member for a term of five years beginning March 2020

John Popkess 181 (elected write-in)

Article 15:

Shall the voters elect a Town Clerk for a term of three years beginning March, 2020

Sarah Mason 2914 (elected)

Article 16:

Shall the voters elect one Champlain Water District representative for a term of three years

Liz Royer 2828 (elected)

Article 17:

Shall the voters elect one Champlain Valley School District director for a term of three years beginning March 2020

Erin Brady 2752 (elected)

**Champlain Water District Question**

Article 1:

Shall general obligations bonds of Champlain Water District in an amount not to exceed Three Million Five Hundred Thousand Dollars (\$3,500,000) be issued for the purpose of making certain public drinking water system improvements, namely construction of a pump station and transmission line in the Town of Essex, and construction of a transmission line in the Town of Colchester, the aggregate estimated cost of such improvements being Three Million Five Hundred Thousand (\$3,500,000)?

YES 2253

NO 672

/s/ Anthony Lamb, Moderator

/s/ Sarah Mason, Assistant Town Clerk

/s/ Andrew Mikell, Chair, Board of Civil Authority

## TOWN MANAGER

2020 was a year defined by a number of changes in Williston. The core tenet of working in local government is serving the community, and the Town's means of providing services to the community took a dramatic shift in March 2020 as the COVID-19 pandemic became entrenched in our lives. Many staff members transitioned to remote work, and we had to make the tough decision to close the Town Hall to the public. Faced with the challenge of providing services differently, our resilient Town staff found ways to make the new environment work. Staff became well versed in using communication systems like Zoom and collaborative software like Teams, expanded our drop box capacity and provided outdoor services whenever possible. We saw our police officers and firefighters take to social media to share new videos and updates of their work. Recreation and library programs went virtual, and our parks and public works staff continued to provide high quality maintenance and service to our open spaces and critical infrastructure. Town services have been able to continue throughout the pandemic at a high level due to the dedication, creativity and ingenuity of the Town staff.



*Town Manager Erik Wells*

Times of challenge are defined by how a community approaches the obstacles it is facing in order to overcome adversity. COVID-19 has affected the way of life for everyone in our community, but throughout this period many people in Town have a story to tell about how they received or provided help to their neighbors. The Selectboard has dedicated the annual report this year to the people of Williston for that reason. Our strength is in our community, and we will continue to move forward together.

Fiscal Year 2020 was marked by COVID-19, but there were many other items of note. The Williston Police Department launched the first comfort dog program in Vermont. Duke (named by Williston students) provides comfort for those impacted by violence, tragedy, or traumatic events to help reduce anxiety during times of crisis. The Halloween storm created extensive damage to the temporary bridge over the Muddy Brook connecting Williston with South Burlington. Thanks to the hard work of many involved the bridge was repaired with Federal funds, and is planned for replacement in the coming year. In addition, our town volunteers serving on Boards and Commissions continued their work by meeting outside and virtually during COVID-19. Their service to the Town is very much appreciated. During the spring of 2020 nearly 70 volunteers sewed over 3,500 cloth masks as part of a community mask making project. The masks were made available for pick-up at the Town Hall and given to the State to distribute.

2020 was also a year of changes for the Town staff. Longtime Clerk & Treasurer Deb Beckett, Town Manager Rick McGuire, and Fire Chief Ken Morton all retired in 2020. Their accomplishments and impact on Williston are too extensive to list in this report. We celebrated Deb's life after her passing in August. Her life was devoted to public service and she epitomized what civic leadership and community are all about. Deb is greatly missed.

There are a number of employee milestones that occurred during fiscal year 2020 as well. Highway Foreman Mark Russell celebrated 25 years of employment with the Town. In addition, Sarah Mason was elected Town Clerk, Mary Gratton was hired as Town Treasurer, and Joshua Moore was promoted to Police Lieutenant. The Town also welcomed Jane Kearns as the new Director of the Dorothy Alling

Memorial Library. In early fiscal year 2021 Aaron Collette was hired to lead the Williston Fire Department as its new Chief. Also joining our dedicated town staff were Gay Atherton (Public Works), Christine Dougherty (Public Works), Ethan Favreau (Police), Jessica George (Library), Corey Hill (Fire), Avery Lemnah (Police), Andrew Luby (Public Works), Diana Miranowicz (Police), James Wells (Fire) and Bonnie Woodford (Planning).

I was hired by the Selectboard as Williston's new Town Manager in June 2020 and transitioned into the role from Assistant Manager on August 1st. It is an honor and privilege to serve the great community of Williston. My door (whether physical or virtual during COVID) is always open, and I welcome the opportunity to connect and discuss our community with you. Your feedback is always appreciated.

Respectfully submitted,

Erik Wells, Town Manager



*Town Manager socially distanced outdoor drop-in office hours in September 2020.*



*Williston's Community Mask Making Project resulted in cloth face masks available to anyone in the community.*

## SELECTBOARD

The fiscal year started in the usual way with Selectboard meetings and official business to conduct. We soon learned that Town Clerk Deb Beckett was not going to run for re-election and would retire after Town Meeting. In January we were notified by Town Manager Rick McGuire that he would retire on July 1st. The Board hired a consultant to do a nation-wide search for candidates and to assist us in the screening process. Later in the year Fire Chief Ken Morton announced he would retire in September. Things were proceeding normally until Friday the 13th of March when COVID-19 raised its ugly head. Town offices closed to the public and most staff worked remotely. All town events and private events were cancelled including the 4th of July festivities and parade. The age of zoom then became the new normal and method of choice to govern for the required meetings and for communications.

At Town Meeting Deb Beckett and Rick McGuire were honored with the Town Report dedicated to both of them. Deb retired after 20 years of service but unfortunately passed away in August. Rick McGuire retired in August after 22 plus years of service and Erik Wells was hired as Town Manager. Ken Morton retired in October and Aaron Collette was hired as Fire Chief. The Town Hall meeting room was named the Beckett-McGuire Meeting Room. Sarah Mason was elected Town Clerk.

The fiscal year ending June 30, 2020 was another year of solving budget challenges and maintaining the tax rate at the lowest amount possible while preserving essential services. Thanks to the diligence and innovativeness of our Town Manager, Finance Director, town department directors and staff, we were able to stay within budget and fulfill the town's obligations to its citizens. As a result, we were able to set the tax rate for 2020 with a minimal increase. The information listed below is not all-inclusive. Please visit the town website at <http://town.williston.vt.us> for updated information and quarterly reports on department activities. The Selectboard held 28 meetings, including 8 public hearings and 1 public information meeting. The noise control ordinance was amended after negotiating an agreement with the North Country Sportsman's Club and many public hearings over several years. Three charter changes adopted by ballot at Town Meeting were sent to the legislature but were not acted on due to the pandemic. They will be resubmitted in the 2021 legislative session. We entered into a Memorandum of Understanding with the Library Trustees on appointment of the Library Director. An energy plan was adopted as an amendment to the town comprehensive plan. Transportation impact fees were amended in the development bylaws. A major water line project for Lamplite Acres was approved for a bond vote in November. A Board retreat was held on topics of economic resiliency (pre-pandemic) and cannabis legislation. A comfort dog program was established for the Police Department.

The Selectboard is committed to enhancing Williston's strong sense of community. We could not do that without the competent staff in each of our Departments and in the Town Clerk's Office. Each Town employee works quietly behind the scenes to keep Williston running smoothly. As Town Manager, Erik Wells is primarily responsible for carrying out the policies and directives of the Selectboard. He serves as the primary contact with Town staff and the public. The Williston in Bloom Program continues. Our citizens made the Town beautiful once again through their financial and labor contributions. We are grateful to businesses and to all citizens who work to make our town beautiful during the spring, summer and fall. Volunteers also put in countless hours on committees, commissions and programs. Our strong planning, development review, recreation, conservation, library, sidewalk and other programs only happen because of the great people who volunteer in our community. We encourage members of the community to stay involved and welcome input as we address different issues. We continue to listen to each of you. Please consider serving on town boards and commissions. It is a great way to serve your community and to learn more about the great Town of Williston.

Terry Macaig, Chair Joy Limoge, Vice Chair Jeff Fehrs Ted Kenney Gordon St. Hilaire

## TOWN CLERK

It was a strange but busy year here in the Clerk's office. The usual hustle and bustle of residents coming and going came to a screeching halt on March 16<sup>th</sup> when we closed our doors to walk-in traffic. Municipal life during a global pandemic required some quick thinking and many protocol changes. From Zoom calls for all meetings, to emails and scans, drop-offs and pick-ups, we've all had to adapt to the new restrictions. Town departments went out of their way to be available by other means of communication while keeping key services in place. It was very hard to say no to some requests when the usual role of the clerk's office is to help your residents in any way you can. A few in-person notaries went undone and the public had to get used to mailing payments or using the drop box. The Treasurer got us up to speed with online payment capabilities and delivered this service just in time.



*We were able to obtain a lot of new election materials from the State CARES Grant.*

2020 was a very busy year of elections. We were able to squeak through Town Meeting in March before the realization of COVID was truly upon us. People were just starting to ask about bringing their own pens to vote. That's a far cry from where we ended up for the August State Primary and the November General (and Presidential) election. Washing pens, plexi glass shields, masks and restricted capacity to name a few. For the first time ever, the State stepped in and assisted in mailing ballots to voters. All postage costs for mailing out and returning ballots was covered by the CARES Act grant money received at the State level. There was record turnout for both elections. Enthusiasm and interest in voting was bolstered by a high interest presidential election, which will hopefully continue to increase town and statewide participation in our democratic process. A new drive up drop-box was installed in the back of the Town Hall to assist in safe and reliable return of ballots. Williston residents embraced this new protocol and most November ballots returned arrived this way.

We continued to scan many Land Record documents from the vault back to ~1980. These images are available on our digital system in the office. This was no small undertaking with 65,000 pages scanned and then indexed by our software vendor. The demand for public records became very clear during the pandemic and the move to go online is pending.

We issued 543 dog licenses this past year, a decrease of about 100 from prior year averages. This is not a surprise as dog licensing season is right when COVID became real and the Governor's Executive order went into place. The late fee for missing the deadline was waived for the remainder of the year which was a key factor in residents registering when they remembered.

Thank you for all your help and support over this strange year. Williston is truly an amazing community.

### **Statistical Information for Calendar Year 2020**

Birth	94	U.S. Passports	424
Marriage	41	Passport Pictures	406
Death	75	DMV Renewals	6
Vault Usage Hours	958	Green Mountain Passports	61
Pages Recorded	13,806	Dog Licenses	543
Documents Recorded	3,732	Voters Added	1,264
Property Transfers	372	Voters Removed	245

Please visit the Town Clerk's page on the Town Website for numerous forms and applications.  
Respectfully submitted by Sarah Mason, Town Clerk and Jen Munson, Asst. Town Clerk.

## TOWN TREASURER

During the 2019 Town Meeting, voters approved revisions to the Town Charter to have the Treasurer be appointed by the Town Manager rather than being elected at large. After the retirement of Deb Beckett as Clerk/Treasurer, her position was split into two positions. Sarah Mason, Assistant Town Clerk & Treasurer, was elected as Town Clerk at the 2020 Town Meeting while Mary Gratton was hired as the Town's first appointed Treasurer and began her duties in March 2020.

The Treasurer's Office is responsible for overseeing all financial records as required by State statutes and the Town charter and performing a variety of cash management functions. These include the collection of and the processing of tax and utility payments, as well as payments for fees, programs, and receivable invoices. With the onset of COVID-19, the Town Hall was closed to the public. As a result, an on-line payment option through MuniciPay was implemented in August on the Town's website. It currently supports payments for Taxes, Water/Sewer/Stormwater, Fire and Police false alarm fees, Library lost/damaged items and non-resident yearly fees, ambulance service, fire key safe boxes, and Planning & Zoning fees. Donations to various departments can also be made on-line.

**Total Tax Payments Received (includes state and school district taxes):**

FY20	FY19	FY18
\$ 37,912,958	\$ 35,989,287	\$ 33,906,426

**Total Water/Sewer/Stormwater Payments Received:**

FY20	FY19	FY18
\$ 3,308,169	\$ 3,339,641	\$ 3,087,042

While this has certainly been an unusual year, I want to thank the Town's employees, homeowners and business owners that I've had the privilege of working with and/or speaking with for making me feel so welcomed. I look forward to the day that the Town Hall is once again open to the public so that I can meet many of you in person!

Respectfully submitted,

Mary Gratton  
Treasurer



## PUBLIC WORKS DEPARTMENT

The Public Works Department provides the following community services to the Town: Street and highway maintenance, stormwater system maintenance, water and sewer system operation and maintenance, helps with parks maintenance (including management of the Lake Iroquois Beach on behalf of the Lake Iroquois Recreation District), public building maintenance, construction management and inspection oversight. Public Works has maintenance responsibility of approximately 74 miles of public streets and their related infrastructure. The water system serves a year-round population of approximately 8,065 users with a total system demand of approximately 694,169 gallons per day (gpd). The sewer system serves a year-round population of approximately 6,845 users with a total sewage flow to the treatment plant of approximately 682,926 gpd.

The FY22 proposed highway budget as submitted to the Town Manager and Selectboard reflects a very modest increase. This increase will allow Public Works to complete its core mission while being responsible to the residents we serve and keeping in mind the lasting effects of the COVID 19 pandemic as we enter FY22. The utility operating budgets will be submitted in late winter/early spring for the new fiscal year. These budgets include Water, Sewer and Stormwater.

Listed below are some of the major projects completed by the Public Works Department in FY 20:

- Portions of the following Town highways were resurfaced this year: Armand Dr, Oak Hill Rd, Johnson Lane, Krupp Dr, O'Brien Ct, Fairway Dr, Hillcrest Ln, Lamplite Ln, White Birch, Winter Sports Ln, Industrial Ave, Fay Ln and Chapman Ln.
- Two more portions of Recreation path were repaved: Allen Brook path behind the school and paths in Williston Community Park.
- Design and permit efforts are ongoing in developing a Grid Street between Williston Road and Trader Lane near Taft Corners.
- Continued Hydrant Replacements around town.
- Several more Neighborhood Stormwater projects completed that will allow for the responsibility to be turned over to the Town.
- Worked with South Burlington on design and permitting of Muddy Brook Culvert on border of our communities.
- Replaced multiple culverts and cleaned ditches.
- Continued to work on Drainage issue on various Gravel Roads to meet permit conditions.
- Continued to remove Ash Street Trees for replacement before becoming infected with Emerald Ash Borer (EAB).







We would like to take this opportunity to recognize all the staff of the Public Works Department (Highway, Water & Sewer and Stormwater) for all their efforts and commitment to making this a better community for our residents. They are an extremely dedicated group, always willing to assist and carry a positive attitude in their work efforts. Their dedication and hard work were never more evident than during the current and ongoing crisis. They have proved to be committed to doing their part in keeping Williston and its public infrastructure operating during these challenging times. We welcome community input and suggestions on how better to serve the residents of Williston.

We would also like to take this opportunity to thank the community for its support and understanding during this pandemic as well. The Public Works Office is located at the Town Hall Annex with office hours Monday – Friday from 8:00am – 4:30pm. Feel free to contact us at 878-1239 if you have questions or concerns, or visit the Town's website at [www.town.williston.vt.us](http://www.town.williston.vt.us).

Respectfully Submitted,  
Bruce K. Hoar  
Public Works Director



The Public Works crew was instrumental in getting the drive-up ballot drop box delivered and securely installed just in time for voting.

## RECREATION & PARKS DEPARTMENT

The Recreation and Parks Department continues to serve the recreation needs of a growing population. Through diverse program offerings and the development and maintenance of recreation facilities, the Recreation and Parks Department offers Williston residents, of all ages, a wide range of choices for their active and passive leisure time.

### **Recreation:**

In 2020, the department saw continued growth in its offerings in the first quarter of the year. But then with the pandemic hitting, the program offerings came to a complete halt for the spring.

In the Summer, the department was able to offer the Day Camp and some Enrichment Camps, but both had very low attendance. Thirteen (13) Enrichment Camps were run out of the 46 offered. The number of campers in the Day Camp averaged about 24 campers per week, compared to being able to accept 80 per week. A ninth (9<sup>th</sup>) week of day camp was added to help families with the extension of the opening of school. July 4<sup>th</sup> activities and fireworks were cancelled due to safety concerns surrounding the pandemic.

In the Fall, the department was able to offer online, virtual and some in-person programming in all totaling twenty-seven (27) program offerings. We worked with area businesses and those instructors set up to offer programs though zoom. The Department was also able to offer Youth Soccer to grades K-5<sup>th</sup>. It was a very successful Fall with the community taking advantage of the programs offered.

In the Winter, the department was able to continue to offer programs online, virtual and in-person, in all totaling twenty (20) program offerings. The first-ever Holiday Decorating Contest took place in Williston. 45 Homes and 4 Businesses registered to have the opportunity to have their holiday display judged. 3 household winners were chosen by members of the Recreation & Parks Committee and the community voted on the businesses for a “People’s Choice Award.” There were 155 responses to judging the businesses. A random drawing took place of all the non-winners of the household categories for a gift card to Hannaford Supermarket. Thank you also to the sponsors of the contest- Williston Observer for marketing, Polli Properties for a gift basket and yard signs, Williston Coffee Shop for a gift Basket, Healthy Living for a gift basket, Vermont Meat and Seafood for gift cards for the baskets, and Hannaford’s for a gift card.



## **Parks:**

The four active parks in town, which the Recreation & Parks Department oversees and maintains are: Williston Community Park, Allen Brook Community Park, Rossignol Park and Brennan Park.

The Park amenities and facilities saw much more use this Summer and Fall. Even though field use didn't start until July, people were getting out and using the parks and the amenities as much as they could.

## **Park Improvements:**

- Path overlays done at Williston Community Park.
- Path overlays done at Allen Brook Community Park.
- Playground surfacing was purchased and spread at Tot Playground at Williston Community Park.
- New Ice Rink purchased to be used at Williston Community Park.
- Skate Park Elements to remain out all year long at Williston Community Park.
- Fencing around parking lot added at Brennan Park.
- Storage Building relocated and Bike Rack added at Brennan Park.
- Stairs fixed and improved at Rossignol Park.



The new and improved ice rink located at the Williston Community park behind Williston Central School.

The Recreation and Parks Department welcomes your feedback and comments. If you are interested in offering a program please contact us at- [recreation@willistonvt.org](mailto:recreation@willistonvt.org).

Be sure to stay in contact with the department through Facebook, the monthly E-Rec Newsletter or the website- [www.willistonrec.org](http://www.willistonrec.org). Programs are also advertised on Front Porch Forum, The Observer and in the School Bell. The Recreation and Parks Committee meets the second Thursday, September-June, at 7:00am at the Annex Building Conference Room- 7878 Williston Road. Agendas are posted on the town website and town bulletin board. The public is always welcome.

Respectfully Submitted,  
Todd Goodwin  
Recreation & Parks Director

Recreation Committee:  
Robert Metz, Eric Kelly, Carolyn Tesini, Erin Covey  
Danielle Doucette, Tim Armstrong, Cindy Provost

# POLICE DEPARTMENT

January 1, 2020 – December 31, 2020

**“Everyone gave something, some gave everything. We shall never forget them.”**

**September 11, 2001**

The Williston Police Department is comprised of 17 full-time officers, to include the Chief of Police, a patrol Lieutenant, four patrol Sergeants, ten patrol officers, a Comfort Dog and a Comfort Dog Handler. Also included within the Williston Police Department is our public safety communication staff, which includes two full-time dispatchers and three part-time dispatchers during day-time operations. The Williston Police Department is assisted by the Vermont State Police Communications center during our night-time operations.

The Police Department handled 5,396 calls for services in 2020, which included 398 arrests. The top five offenses leading to these arrests were; Driving Under the Influence (DUI) (64), Retail Thefts (54), Criminal Driving While License Suspended (43), Violation of Conditions of Release (36) and Trespassing (27).

There were also 5,630 offenses reported in 2020, which included 914 Direct Patrols, 644 Agency Assist, 481 Suspicious Activity/Persons calls, 480 Alarms and 325 Citizen Assist.

During 2020, the Police Department conducted 2,954 motor vehicle stops and issued 394 traffic tickets and 1,860 written warnings. The top five violations for traffic tickets were; Civil, Operating While License Suspended (49), Municipal Speeding (48), Interstate Speeding (33), No Insurance (32) and Vehicle Not Inspected, VNI (31). The top five written warnings were; Defective Equipment (447), Vehicle Not Inspected, VNI (389), Speeding (366), Vehicle not Registered, NR (105) and Interstate Speeding (98). The following is the top five locations where most of the violations, traffic and written, occurred; Williston Road, St. George Road, Essex Road, Marshall Avenue and Industrial Avenue.

In 2020, Williston Police investigated 255 motor vehicle crashes, which is down from the 408 crashes that were investigated in 2019, 455 crashes in 2018 and 559 investigated in 2017. Of those 255 crashes in 2020, 29 of these crashes resulted in injuries and 233 were reported as only property damage. There were two involving Driving Under the Influence (DUI), one of which resulted in injuries and a Driving Under the Influence of Drugs, (DUI-D). The top five locations for these crashes were; Intersection of Rt 2 & Rt 2A, Taft Corners, Parking lot of Walmart/Home Depot, in front of Sandri Service Station, 2939 St George Road (RT 2A) and 78 Marshall Avenue.

All Department patrol officers continue to receive quality law enforcement training including the mandatory 30 hours each year required by the Vermont Criminal Justice Training Council, Rule 13. During 2020, officers of the Williston Police Department attended numerous law enforcement related courses resulting in over 912.75 credit hours. The courses which were mandated for Rule 13 Compliance were; Fair and Impartial Policing, Firearms, Use of Force, Domestic Violence, First Aid/CPR and ARIDE training. In addition to these, officers also attended; Internal Affairs Investigation, Investigating Motor Vehicle Fatalities, Crash Technician, Elder Abuse, Kids, Cops and Domestic Violence, Work Place Diversity, Preventing Discrimination in the Workplace, Violence Prevention, Understanding Racial Bias, Human Trafficking 1 & 2, Fentanyl Exposure, Organized Retail Thefts, Sovereign Citizens 1 & 2, Death Investigation and De-escalation Techniques.



Officer Avery Lemnah graduated from the 109<sup>th</sup> Basic Vermont Police Academy in June and Officer Ethan Favreau graduated from the 110<sup>th</sup> Basic Vermont Police Academy in January 2021.

In May 2020, the Department introduced K-9 Duke as its newest member. Duke was born March 5th, 2020. For the first six weeks of his life, he was known as the Green Puppy by his breeders, [@boonefieldlabradors](#). He was donated to the Williston Police Department and became Vermont's very first police therapy dog. The Department chose Officer Matthew Cohen to be his handler. Officer Cohen, in collaboration with the Williston Schools, brainstormed names and put the best of those names out to the school children to vote on. On 4/18/20, he was no longer known as the Green Puppy. He took the title of Duke or "The Duke of Williston". Duke joined Officer Cohen and started his mission of bringing smiles to people's faces. On his first day at work, Duke visited the Vermont National Guard while they were issuing Meals Ready to Eat (MREs) to the public. He's helped children feel loved after their parent was arrested, soothed the nerves of crash victims, comforted first responders after the loss of one of their own and helped relieve tensions of students and staff as they returned to school in the fall. K-9 Duke is currently in obedience school and has passed his AKC Canine Good Citizen Certification. After turning one, he will begin Therapy Dog Training. Please follow his journey on Instagram and Facebook [@k9dukevt](#) as he fulfills his duties and helps those in need feel safe, loved and supported.



Also, Williston Police Department is now on **Facebook, Twitter and Instagram** and has a revised and updated web-page. We post town activities, press releases, public safety announcements, and other information to friends of the Williston Police Department. You can find us at:

Web-page: [www.willistonpdvt.org](http://www.willistonpdvt.org)

Facebook: <https://www.facebook.com/WillistonPDVT>

Twitter: <https://twitter.com/willistonpdvt>

Instagram: <https://www.instagram.com/willistonpdvt/?hl=en>

COVID-19 has presented unprecedented challenges for law enforcement this year. The Williston Police Department has faced these challenges to keep officers and members of the Williston community safe. On behalf of all the officers and dispatchers, I wish to thank the citizens and business community for your support of the Williston Police Department this past year. The Department will continue to provide professional and dedicated services to the Town and citizens of Williston.

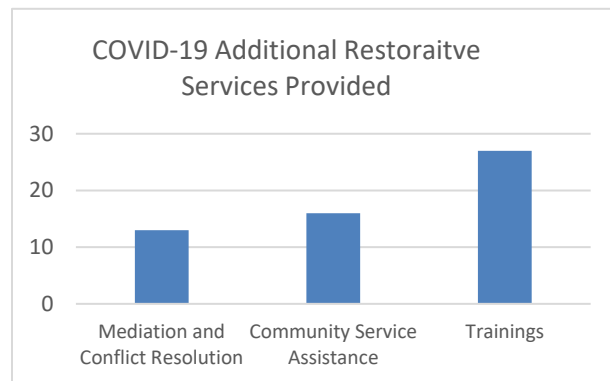
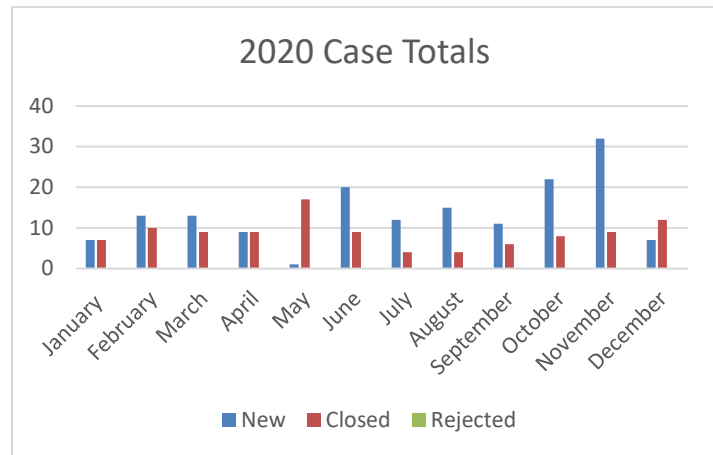
Respectfully submitted,  
Patrick T. Foley, Chief of Police

## COMMUNITY JUSTICE BOARD

The Williston Community Justice Center (WCJC) continued to provide restorative programs and services despite the unique and unprecedented challenges of COVID-19. The center was successful in the remote transition of services, as well as training all staff and volunteers in these accommodations.

The center is currently staffed by two full time employees and 30 volunteers, 10 of which are youth. The WCJC continues to serve the towns of Williston, Richmond, Hinesburg, Huntington, Bolton and St. George, and we are excited to share that we have representation from all communities serving in a volunteer role.

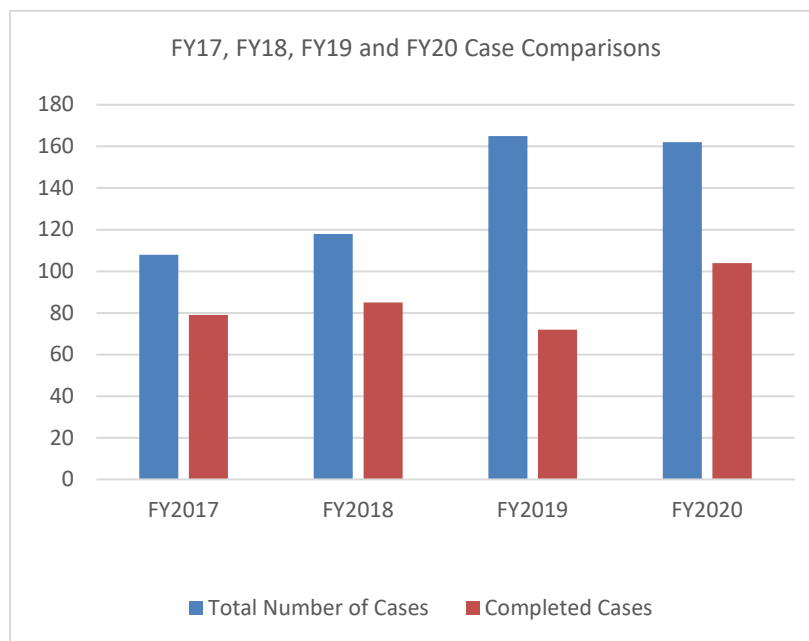
The demand for restorative services continues to expand and has increased substantially. The WCJC staff and volunteers successfully handled and completed over 200 cases this year, which were referred by local law enforcement agencies (comprised of the Williston, Richmond, Hinesburg, and Vermont State Police Departments) the Chittenden County State's Attorney's Office, Chittenden County Criminal and Mental Health Courts, as well as The Vermont Department of Corrections and Department for Children and Families.



The WCJC is proud to share that we were successful in carrying out twenty-seven trainings this past year, which include training many members of law enforcement in restorative practices. We are excited to share that we are at full volunteer capacity with a very long wait list for volunteerism. As the restorative landscape continues to grow and expand, we look forward to serving our communities through shared restorative values and practices.

The WCJC strives to meet the restorative needs of our communities through a myriad of services, thus to include restorative panels, circles, dialogues, mediation and conflict resolution, allowing for responsible and impacted parties to come together, in collaborative and facilitated conversations, which address criminal infractions, harm caused, and ways for meaningful repair to be made and or addressed. Through these efforts, the WCJC also offers continual educational programming and training to all of its volunteers, program participants, stake holders, referring agencies, as well as to the larger community.

The WCJC has been instrumental in bringing forward the necessary and long overdue dialogue addressing systemic racism in our community, and continues to lead in these efforts. The WCJC is committed to enhancing this work and bringing about meaningful awareness and change. The WCJC has sponsored small weekly conversations, guest speakers, book groups, trainings and is a participant of the Williston Racial Equity Partnership.



The WCJC would like to thank the Vermont Department of Corrections and Chief Foley of the Williston Police Department for their continued financial support, as well as our stakeholders for trusting us with this very delicate and important role. None of this would be possible without community partnerships, strong and effective leadership and of course our passionate and dedicated volunteers. Together, we can and do make a difference in the lives of others, while building a stronger sense of community.

Please feel free to contact Executive Director, Cristalee McSweeney or Restorative Justice Specialist, Brenna Deavitt, for further information or to inquire about how you can become an active member of the WCJC. We can be reached at 764-1151 or through our website at, [willistonjustice.org](http://willistonjustice.org).

# FIRE DEPARTMENT

The Williston Fire Department is a combination career/paid on-call fire department. We operate out of one centrally located fire station located at 645 Talcott Road in Williston. At the heart of all our services, we provide help to the public in their time of need. These services to our community include:

- Fire Suppression
- Advanced Life Support Emergency Medical and Transport Services
- Automatic Fire Alarm Response, Investigation, and System Restoration
- Motor Vehicle Crash Incident Scene Management and Patient Extrication
- Fire Prevention
- Public Information Officer Program and Social Media Campaigns
- Community Risk Reduction Programs including:
  - Certified Car Seat Installation Services
  - Fall Prevention Program
  - Public Skills Education including CPR and Stop the Bleed Training
- Manage the Town Wide Automated External Defibrillator Program
- Emergency Management Oversight and host the Town Emergency Operations Center
- Key Safe Box & Building Sign Sales, Installation and Oversight
- Safe Sharps and Needle Disposal Service

## Pandemic Response

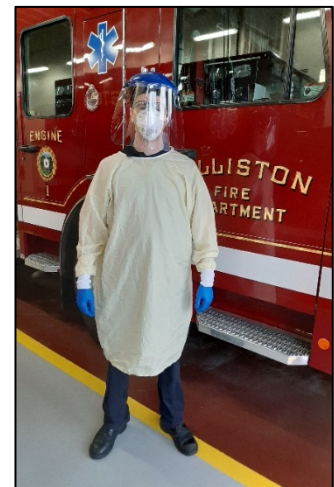
Fiscal Year 2020 began as most other years, but as you all know, it took an unexpected and unprecedented turn with the arrival of the SARS-CoV2 coronavirus (COVID-19). The traditional operations of your fire department were placed on hold while we worked with industry experts, the Center for Disease Control (CDC), and state and local leaders to better understand the challenges this virus would bring to fire and emergency services delivery. Our goal was to provide uninterrupted emergency services to the community while ensuring the safety of our fire and EMS providers. We worked to gather the recommended personal protective equipment (PPE) for our personnel, which includes fit tested N95 respirators, eyeglasses, face shields, gowns, and exam gloves. Here (see Figure 1) firefighter/AEMT Kyle Tillinghast models our PPE required for all suspected COVID medical incidents.

## Personnel

The Department hosts three shifts of career firefighters who work a 56-hour work week, on a 24 hour on/48 hour off rotation. Each shift is always staffed with a minimum of 3 firefighters on duty. The career staff duty shift begins each day at 0630 and runs 24 consecutive hours until the next morning at 0630. Each career firefighter is cross trained as an Emergency Medical Technician (EMT), Advanced EMT or Paramedic. We currently have 15 career staff on the Department including the Fire Chief, Deputy Chief and Captain, who work Monday through Friday. Administrative functions in the Department are supported by a full-time administrative assistant.

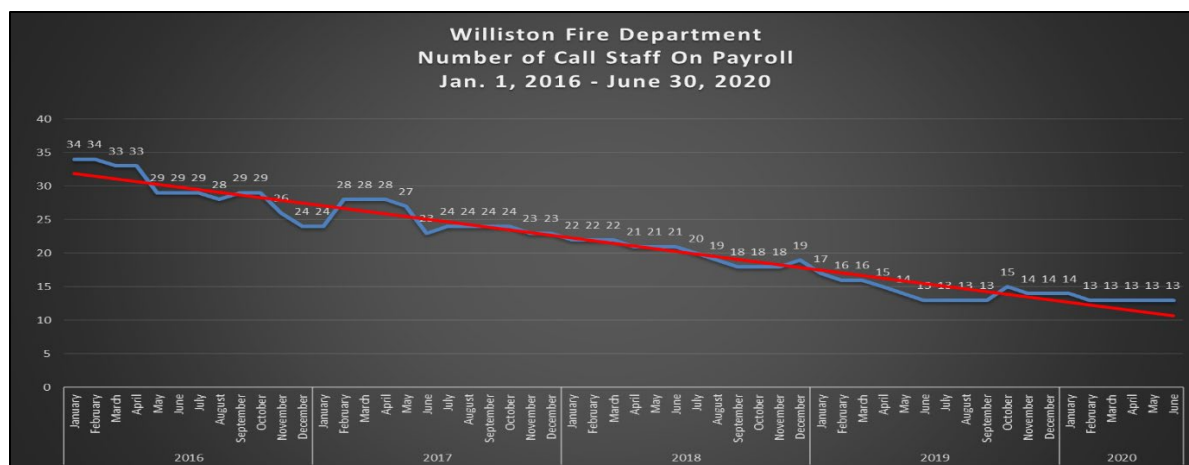
The career personnel primarily staff our advanced life support ambulance, which requires two providers. The remaining on-duty career personnel staff a fire engine.

Our call staff is comprised of community members who have completed a comprehensive firefighter training program that allows them to safely serve alongside our career staff. We have seen a marked decrease in the number of available call staff personnel in the recent past. At the end of the fiscal year, we saw our call staff numbers dip to an all-time low of 13 personnel. A trend of our declining call staff can be seen in Table 1 below.



*Figure 1: COVID personal protective equipment (PPE)*





*Table 1: Call Staff Decline Trend*

Our career staff work to ensure that our ambulance is staffed daily and that at least one member is available to staff a fire engine. If the ambulance is transporting a patient to the hospital, this often leaves only a single career member staffing a fire engine. The recommended staffing for a department such as ours is outlined in the National Fire Protection Association (NFPA) Standard 1720 – which is the Standard for the Organization and Deployment of Fire Suppression, Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer (Combination) Fire Departments. The NFPA minimum number of staff to respond to a two-story single-family home fire is 10 firefighters who can respond to the scene within 10 minutes from the time of dispatch. In fiscal year (FY) 2020, the Williston Fire Department assembled an average of 5 firefighters on each of the six building fires we responded to. The average number of firefighters to respond to all incident types for FY 2020 was 3 firefighters per call. This is an unsafe and ineffective practice. As such, the department will need to take steps to increase staffing in the very near future.

## Incidents

The Department responded to 2,028 incidents in FY 2020. Each incident that we respond to is entered into our records management software. This data is uploaded monthly into the National Fire Incident Reporting System database. Each incident fits into a national incident type category, which range from Building Fires to Citizen Complaints. These reports include information on the incident address, actions taken, situation found and response times. We use data from our records management software to help support decision-making here at the fire department. In FY 2020 the incidents fell into the following categories:

*Table 2: Incident Responses FY 2020*

Incident Type Category & Description	Number of Incidents
100 – Fire	36
200 - Overpressure, Rupture, Explosion, Overheat - No Fire	1
300 - Rescue and Emergency Medical Services	1133
400 - Hazardous Condition - No Fire	31
500 - Service Call	263
600 - Good Intent Call	236
700 - False Alarm - False Call	322
900 - Citizen Complaint	6
TOTAL	2028

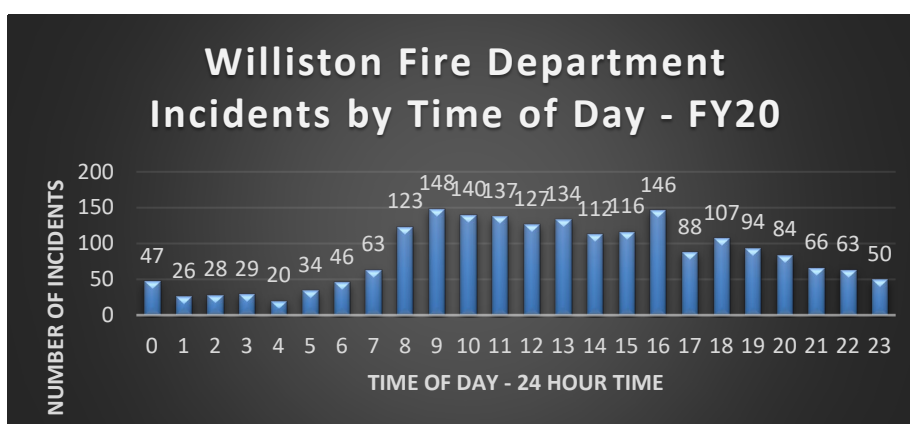
## Overlapping Incidents

FY 2020 saw a large number of concurrent (overlapping) incidents. Out of the 2,028 calls that the department recorded, 510 of those incidents were overlapping. This means that 25% of the time Williston Fire and EMS personnel were already responding to an incident when a second incident occurred. When this occurs, the second call may be handled by a single firefighter until the arrival of our call staff or, in the case of an EMS incident, by a mutual aid ambulance.

## Demands for Service

As Chief Morton has indicated in years past, our daytime population in the town grows considerably. As the population increases so does the number of our incident responses, as demonstrated below in Table 3.

*Table 3: Incident Responses by Time-of-Day FY 2020*



## Emergency Medical Services – Lt. Keith Baker

The Williston Fire Department continues to be one of the most progressive Emergency Medical Services (EMS) in our District and in the State of Vermont. We continue to set the standard by being one of the first agencies to go online with new protocols and adding services to better care for our patients. In the past year, we received the American Heart Association (AHA) Lifeline Gold Plus award for STEMI (S T elevation myocardial infarction) patients. In short, the award acknowledges early recognition by EMS providers of patients having a STEMI cardiac event and early definitive care achieved at the receiving hospital. We also received the Pediatric Safe Award from the State of Vermont for our ongoing efforts to improve pediatric emergency care within our Department and our District.

The Department continues to provide Paramedicine care with our two Paramedic providers. We also have three providers currently in Paramedic school – two of whom will be certified in the next few months and the third in approximately a year. Firefighters Corey Hill and Chris Fahner have been certified as Advanced Emergency Medical Technicians (AEMT) as well. We added a sharps disposal kiosk near the main entrance of the fire station for people to have a safe place to dispose of used needles and sharps. This service has been extremely successful to this point. We also continue to maintain a database of AED locations within Williston. This allows our dispatch service to notify us (or the person making the EMS call) if there is an AED on site of a cardiac arrest emergency. In the very near future, we are planning to become involved with Pulse Point®, an app used for cardiac arrest emergencies. This app will notify subscribers (i.e., any off-duty emergency personnel) of the cardiac arrest emergency, so anyone in the area can provide care to the patient as soon as possible. If you have an AED at your business, please reach out to us to include it in our database if you haven't already.

In March of 2020, the Williston Fire Department entered into a purchase agreement with Smeal Fire Apparatus for two new firefighting apparatus. The new trucks will replace aged apparatus that have served their life expectancy. The first is a new pumper with the ability to hold 1,500 gallons of water and a quick dump feature to drop water at a fire scene into portable storage ponds. With sixty percent of Williston not protected by a municipal water system, this apparatus will be able to haul water and work efficiently as part of a water supply task force and effectively supply water needs in rural areas of Town. This pumper will be built on a Freightliner SD114 chassis with a two-person cab and short wheelbase. This will be an extremely maneuverable truck and a great addition that replaces a 2003 KME Pumper.

[illegible]

**Station – Lt. Sean Soper**

2020 brought many things to our Department, including the news that Chief Morton was retiring followed by a pandemic that still has a hard grip on the world. Our station was able to withstand the hardships of it all and be there for those in need. We also got many outdoor projects done: The bollards all got a new coat of paint, an old fence and sickly shrubs were removed and replaced with new trees and shrubs, our concrete pads were repaired and my favorite: hose testing was completed by our hose testing vendor, Fail Safe. The station had a new boiler installed and painting was approved for the administrative parts of the building. We are also working to improve station security. This fall, during training, we noticed the roof needed some attention. A closer look uncovered the shingles have not lived up to their expectations and our roof needs replacement. We are currently exploring a metal roof to take its place in FY 2022. A new year brought us a new Chief that comes with a station-wide rejuvenation!

## **Training – Senior Firefighter Prescott Nadeau**

The Williston Fire Department identified a need to move to a new training methodology due to the multiple levels of knowledge, skills and abilities presented by the call staff. The “Crawl, Walk, Run” approach was applied to all WFD training’s in FY 2020, which allowed for staff members to scale their learning based on their prior experience. Topics included Engine Company Operations with an emphasis on hose line advancement, Truck Company Operations with an emphasis on ground ladders and forcible entry, and finally Rescue Company Operations with an emphasis on vehicle extrication. Each respective topic was hosted once as a “crawl” or “walk” training, in which members were brought back to the basics of how to perform the respective skill. A second training was planned later in the year, which was the “run” portion of the training, allowing for more advanced skills to be practiced. Unfortunately, due to both COVID and having to alter the training calendar mid-year, the “run” phase will need to be rescheduled.

## **Fire/EMS Training During COVID-19**

When COVID first hit in March, all training came to a grinding halt. Even shift level training took a back burner until COVID guidelines and recommendations could be presented. Between March and April, career staff training actually remained on par when compared to FY 2019 numbers. This is largely attributed to a nationwide move toward online learning during early COVID. Call staff training was limited to one pre-scheduled guest training and one mutual aid training involving an acquired structure in March, with no training occurring at all in April. During the summer, until the end of the fiscal year, Williston firefighters began slowly learning what the “new normal” would look like. The month of June presented most firefighters' their first opportunity to be back to regularly scheduled and in-person training. This was evidenced by the average training number jumping from 2 the previous three months, to 5 in June.

## **Fire/EMS Training in FY21**

The future looks bright for training at the Williston Fire Department. While COVID has placed another obstacle in the way, firefighters always find a way to push forward. Remote learning has begun again and includes two new and exciting learning platforms. The first, called Sims-U-Share, is a program which allows firefighters to use real life photos from buildings around Williston to work through multiple types of scenarios (fires, hazardous materials, rescues) either individually or as a crew. The second learning platform, which has become familiar to most people these days, is Zoom. Zoom has seemingly allowed us to increase our attendance numbers quite drastically, though it is too early to quantify that. While the Department has handled the move to online training very well, we are all hoping that summer will not just bring warmer weather, but also a return to in-person training.

## **Vision – Chief Aaron J. Collette**

Shortly after the end of FY 2020, the Department saw the retirement of Chief Kenneth Morton, Jr. On behalf of all members of the Williston Fire Department, we wish to thank Chief Morton for his 38 years of dedicated service to the Town of Williston.

While the year 2020 saw a lot of challenges for our community, our leaders, and our staff, we continue to advance and move forward. Some of the visions that we share as a department include hosting a community based strategic plan, which will allow the department to gather input from internal and external stakeholders on what the public expectations of the organization will be moving forward. Other projects for advancement include the development of a fire inspector position which will allow us to work collaboratively with the State of Vermont Division of Fire Safety on building a formal life safety inspection program for the Town of Williston. We also hope to advance the capability of our dispatch service by building an integration between the computer aided dispatch and our records management software which will allow us to capture more accurate unit response times and build accuracy within our incident response data.

In summary, I wish to thank each member of our community, who continually show support of your department and our mission on a daily basis. Additionally, I wish to thank the members of our department who work, day in and day out, to evolve our operational capability through their ideas of innovation, their commitment to professionalism, and a genuine dedication to public service.

Yours in Fire and Life Safety,

Aaron J. Collette  
Fire Chief  
Williston Fire Department

## **FIRE WARDEN**

During the 2020 calendar year (through 12/23/20), 157 burn permits for brush were issued in the Town of Williston. This number represents a 44% increase in burn permits compared to 2019.

With the calendar year change also comes great changes in the Burn Permit system for the Town of Williston. Beginning on January 1<sup>st</sup>, 2021 the Williston Fire Department has changed to an online Burn Permit system. This system will allow for residents to obtain a burn permit in a timely and efficient manner, all while still ensuring fire safety.

There will continue to not be any cost associated with receiving a burn permit. The cost for this program will be paid through the Fire Departments operating budget.

When applying for a permit using the old system, residents would be asked to wait on burning until the Fire Department can inspect the pile and issue a permit. Unfortunately, there would often be delays due the Fire Department members being called away for emergency calls. The new system will eliminate this problem. It will allow for residents to burn when it's convenient to them and no longer needing to wait.

A goal when creating this new Burn Permit system was efficiency and ease of use for the residents, while also making sure that the Town of Williston remains fire safe. With the new Burn Permit system each resident will be required to acknowledge that all of the guidelines of burning will be followed, will be required to submit a photograph of the proposed burn pile and also provide the Fire Department the right to inspect any burn piles. The system also allows the Fire Department to send notifications of burn bans or cancellation of permits due to changes in conditions.

To obtain a permit, residents can visit [Williston.burnpermits.com](http://Williston.burnpermits.com). Once on the website you will be notified of the current fire danger and if burning is currently allowed. Residents are then able to enter their information, review the guidelines for burning and submit a photograph of the intended materials to be burned. Once completed you will be issued your permit. This process only takes a few minutes.

If a resident is unable to fill out a permit online, we can still help you. If you call the station at 878-5622 or stop by and we can complete the process with you.

While it was a large change going to an online Burn Permit system, the other guidelines for burning have remained the same. Brush larger than 4" in diameter is not allowed, a water source must be present, wind less than 4mph and all fires must be completely out by dusk. Soon after you receive this report, we will be entering the busiest time of year for brush fires (April-May). Grass fires are a high potential during these two months; however, forest fires are a concern throughout times of the year when there is no snow cover. We again ask residents to please use caution and receive a burn permit prior to any burning.

Respectfully,

**Aaron J. Collette**  
Fire Warden/Fire Chief

**Ryan Prouty**  
Fire Lieutenant

## LISTER'S & ASSESSOR'S OFFICE

The Town of Williston Listers and Assessors office is responsible for maintaining the Grand List on an annual basis. The Grand List is utilized for setting the Municipal and Education Tax Rates. Each year the office continues to update individual assessments as a result of new building permits, on-going construction projects and subdivisions. The Listers Office is also responsible for maintaining the tax maps which are a valuable tool in Listing, Zoning, Planning and Public Works.



2020 has proven to be a challenge as the Listers office suspended interior inspections and made changes to manage the office consistent with CDC guidelines. Due to the volatility in market conditions, the Listers office has been carefully tracking all sales and has briefed local state legislators about potential challenges for the next few years.

The final Grand List for 2020 is \$2,078 billion, an increase of 2.0% over 2019. This is the third consecutive year that there have been increases of at least 2% per year. The residential categories continue to grow due to Finney Crossing, Creek's Edge and other individual new homes (totaling \$16.0M). The commercial categories also increased (\$21.0M) due to the commercial portion of Finney Crossing that added 2 new apartment complexes, a bank, and hotel, all now completed. In other areas of town, the Robear subdivision had 2 commercial complexes at \$2.4M+ increase. It is anticipated that growth of the Grand List in 2021 may be much less than previous years, and depending on commercial data, could decrease.

The Listers want to remind property owners that the Vermont Homestead Declaration needs to be filed annually. The form number, HS122, remains the same for 2020 tax year. It can be filed with the Vermont state income taxes or on-line at the State of Vermont tax department website ([www.vermont.gov](http://www.vermont.gov)). The HI144 (Household Income) also needs to be filed in order to receive a property tax credit claim from the State of Vermont. There were a small percentage of property owners who did not file the HS122 in 2020 as was the case in previous years. Access to all Lister records can be obtained by calling our office for electronic copies or making an appointment with the Town Clerk's office where up to date assessment records and archived data may be viewed. Currently under the current Covid-19 situation we are maintaining our office hours with a staggered staffing arrangement. We can email Listers cards and other data if possible. Please call or email us. See website for email information and phone numbers.

The hours for the Listers Office are Monday through Friday 9:00am to 1:00 pm.

### Listers

Harold Cort, Chair  
Linda Levitt  
Lauren Koumjian

### Assessor

Bill Hinman

### Office

Debbie Greer  
Dick Ransom



## **DOROTHY ALLING MEMORIAL LIBRARY**

Williston's Dorothy Alling Memorial Library continued to be a place of community gathering in FY20 even as the COVID-19 pandemic forced these vital connections online for the final quarter of the fiscal year. The pivot to virtual programming and services encouraged the library to think outside of traditional operations and be creative with programming, collections, and services while still meeting the goals of our 2019-2023 Strategic Plan. Due to the COVID-19 pandemic, the library closed to the public in mid-March 2020; however, virtual programs began immediately with book clubs, story times, and other activities moving online. Library staff and electronic resources remained available to patrons uninterrupted, while access to the Library's physical collection using "porch pickup" resumed on May 4, 2020.

A new part-time position, Program Services Librarian, was approved in March 2020. Previously, a single staff-member coordinated all programming and outreach services for the Library. Splitting program and outreach services into two part-time positions enables the Library to expand services for patrons in the community and to boost virtual and in-house programming.

Over the last year, we evaluated our ability to offer quality programs and a safe environment to the large number of unattended students in the Library after school, especially on Tuesdays when WCS dismisses early. With safety in mind, and at the recommendation of the Director and youth services staff, the Board of Trustees approved raising the age for unattended children in Library to fifth grade from previous third grade or age 8.

Thank you to Kathy DeLuca, Patron Services Librarian, who left the Library after 7 years of dedicated service. The library and our patrons will miss her. Thanks to outgoing Library Trustee Jude Hersey for her many years of service to Williston. We are grateful for and applaud our 30 adult volunteers and 18 student volunteers who collectively worked over 45 hours per week between July 2019 and mid-March 2020.

### 2020 Statistics.

The library loaned 102,270 items, a 19% decrease from last fiscal year, likely due to closing in the last quarter. 40,124 patrons visited the library, and 1,591 used curbside pick-up, for a total 41,715 patrons served, a 32% decrease from last fiscal year. The community embraced reading, listening and viewing online with 3,100 patrons using the Library's growing electronic collections. Patrons accessed over 15,000 eBooks, e-audiobooks and streamed videos in FY20, a 46% increase from FY19.

The library offered 378 in-person and 90 virtual programs with a total program attendance of 10,641. In-person youth and family programs offerings included a concert on the Green, a visit with Vermont Lake Monsters team members, Astronomy, Space and Science programs, Discover Aviation event, the Very Merry Theater, Craft Programs, regular weekly and special story hours including Firefighter, Spanish and Pajama Story hours, movie afternoons, pre-school music, toddler story times and more. "Passive Programs" supplemented the program line-up, with two Storywalks® along the bike path, and craft kits for youth to complete at home, 150 of which were given out in June.

Adult programs featured local artist Nancy Stone, How to Get Organized series, podcast production, composting and energy efficiency programs, Tarot Card readings, several book discussion groups

including an intergenerational group, Audubon programs, technology topics, local history, movie programs, “Cook the Book,” current events discussions, meditation, and other special programs.

The library hosted 9 art exhibits in FY 19-20. Librarians handled 8,596 reference questions from patrons, an increase of 6% from FY19. Website visits were up 33% from FY19, with 85,117 visits in FY20. Outreach services visited local senior residences 29 times to deliver library materials and made 56 book deliveries to homebound individuals. In addition to visiting special events like the Chowder challenge, the Bookmobile made 24 visits to local daycare centers and travelled to Williston and St. George neighborhoods 32 evenings in the summer of 2019. Technology training programs and one-on-one sessions served 1,190 patrons. The Summer Reading program, “A Universe of Stories” was a success, with 467 youth participating in the Program, 3.5% more than last summer. Collectively they read 22,517 half-hour segments, 12% more time spent reading than the summer of 2018. 28 different community groups held 73 meetings in the library between July 2019 and mid-March 2020.

Respectfully submitted,  
Stephen Perkins  
Chair, Library Board of Trustees



Kindergarten Kickoff on the Green,  
September 2019



Visit from the Lake Monsters, August, 2019



## PLANNING & ZONING OFFICE

### Office Staff

Planning & Zoning office staff provide support to the Planning Commission, Development Review Board, Conservation Commission, and Historic and Architectural Advisory Commission. The staff also provide support to the Selectboard and Energy Plan Task Force as needed. Matt Boulanger, AICP, is the Planning Director and Zoning Administrator. Matt recently obtained a Masters of Sustainable Transportation degree from University of Washington. Melinda Scott, GISP maintains her focus and title as Conservation Planner. Emily Heymann is a Planner, with a focus on Development Review. In Fall 2019, we bid farewell to Brad Falco when he took a planning job in his home state of Florida. In November 2019, we welcomed Bonnie Woodford as the new Planning Technician.



*A socially-distanced bike ride for apple cider slushies on a hot summer day. L to R: Matt, Bonnie, Melinda, Emily.*

In October 2019 Local Motion, in partnership with the Chittenden County Regional Planning Commission, hosted Jeff Speck, internationally recognized city planner, and author. Speck has devoted his 30-plus year career to designing and advocating for more bike and pedestrian-friendly places. Planning staff attended site visit of Finney Crossing to hear his compliments and constructive criticisms of the neighborhood's lay out. In November 2019, Emily and Melinda attended the NNECAPA Planning Conference at the Mt. Washington Hotel in New Hampshire and returned to work inspired with new ideas. Looking back staff are missing in-person gatherings and collaboration.

In March 2020, we rapidly shifted to remote work due to the COVID-19 pandemic. In-person meetings were replaced with Zoom and office projects transitioned to Microsoft Teams. Though we were able to maintain a normal meeting schedules for our various boards and committees, paper permit processing was inevitably delayed. In May 2020, we relaunched the Planner's Corner blog as an email newsletter with over 350 readers each month. To subscribe to the newsletter (and other Williston notices), go to [bit.ly/willistonnewsletters](https://bit.ly/willistonnewsletters).

### Actions of the Zoning Administrator

Our office's in-depth review of permitting activity and actions taken by the Zoning Administrator (ZA) in FY 2020, FY 2019 data is also included.

<b>ADMINISTRATIVE PERMITS &amp; APPROVALS</b>		
<i>Based on date of decision/issuance</i>		
	<b>FY 2019</b>	<b>FY 2020</b>
Permits, total reviewed	320	253
Permits, approved	313	248
Permits, withdrawn/incomplete/denied	6	6
<b>Types of approved permits:</b>		
Dwellings, new total	51	78
Dwellings, new single-family	22	10
Dwellings, new multifamily	30	68
Dwellings, replacement	2	1
Residential, other	149	149
Non-residential (commercial/industrial)	82	88
Signs	37	33

<b>Other administrative action:</b>		
Certificates of Compliance	63	54
Zoning Compliance Certifications	194	197
Appeal of Administrator's decision	2	1
Zoning violation letters	14	2
Special event permits*	14	13
Peddler's permits*	2	1

New dwellings are broken out into categories for single-family (standalone) dwellings and multifamily (condos, townhouses, apartments). Other residential projects include additions, alternations, accessory apartments, home businesses, fences, sheds, pools, etc. The non-residential category includes new build, renovation, and site improvement permits for commercial, industrial, and institutional properties. Certificates of Compliance are issued when an approved administrative permit requires an inspection, usually new dwellings or a commercial/industrial project that was subject to DRB review. Zoning Compliance Certifications, though similarly named, are a check on active zoning violations and are often used by banks for real estate transactions and refinancing. \*Special event and peddler's permits are not a component of the zoning bylaw, but issued through the planning office.

### **Impact Fees**

Impact fees are set by the Selectboard. School and recreation impact fees are collected when a new dwelling permit is submitted. Transportation impact fees are also collected for non-residential expansions or new build.

<b>IMPACT FEES FY 2018</b>		
<i>Calculated based on date collected</i>		
<b>Fee Type</b>	<b>FY 2019</b>	<b>FY 2020</b>
Transportation	\$19,691.00	\$159,589.90
School	\$265,182.24	\$138,594.49
Recreation	\$203,989.00	\$120,991.82

### **Estimated Value of Construction, FY 2014 - 2018**

FY 2020	\$ 43 million
FY 2019	\$ 50 million
FY 2018	\$ 50 million
FY 2017	\$ 35 million
FY 2016	\$ 18 million
FY 2015	\$ 24 million

### **Projects over \$1 million:**

Permits approved in FY2020 with an estimate cost of construction over \$1 million include: construction of roadway and infrastructure for Northridge; multi-tenant commercial building at lot on Shunpike Road; a fit-up at the IBM facility for Peoples United Bank; a 91-unit hotel on Blair Park Road; Phase II buildings A1, B1, A2, & B2 at Cottonwood Crossing (including Community Bank); and construction of Holland Lane, Market Street, & Building J (Healthy Living) at Finney Crossing.

### **Projects over \$400,000:**

Nine approved permits had an estimated construction cost of \$400,000 or more. This included Northridge roads, Burlington Beer tap room fit-ups, 2 commercial buildings, 2 new dwellings, 1 replacement dwelling, and 1 dwelling remodeled because of the Commerce Street Plume.

## **DEVELOPMENT REVIEW BOARD**

The Development Review Board (DRB) is responsible for the review and approval of proposals for new and expanded development in the town. The work of the DRB and the administration of the Unified Development Bylaw is essential to implementing the town's Comprehensive Plan. Development proposals spanning residential, commercial, industrial and institutional uses can be complex and require the DRB to turn to bylaw and the vision the Town has forged in its Plan. To help navigate the different aspects of proposals the DRB receives input and recommendations from the Conservation Commission, the Historic and Architectural Advisory Committee, planning staff, and other town departments (police, fire, public works). The DRB also hears appeals of decisions made by the town's Zoning Administrator in cases where there is disagreement over the administration of the town's zoning bylaw between an applicant and the Administrator. Concerns about the intent and standards found within the bylaw should be brought to the attention of the Planning Commission.

The DRB is made up of seven members and an alternate. Members in FY2020 were Scott Rieley (Chair), Peter Kelley (Vice Chair), David Turner, John Hemmelgarn, David Saladino, Jill Spinelli, Paul Christenson with John Bendzunas serving as alternate. Jill Spinelli resigned from the board June 2020. In March 2020, the DRB and staff quickly shifted to online meetings using Zoom due to the COVID-19 pandemic.



*TL to BR: John Hemmelgarn, David Saladino, Scott Rieley, Peter Kelly, Jill Spinelli, David Turner. Not pictured: Paul Christenson*

The DRB holds public meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month in the town hall meeting room or via Zoom Meeting at 7:00 PM. Public participation is welcomed and encouraged. Project information, site plans, comment letters, and staff reports are posted onto the webpage. Agendas are embedded in the webpage so information can be quickly located without needing the project number or meeting date. Go to [www.town.williston.vt.us](http://www.town.williston.vt.us) and select "Public Records & Documents," then "Agenda & Minutes," and "Development Review Board."

### **Meetings Overview**

The DRB had 19 meetings in FY2020, for a cumulative total of 44.79 hours and 230 signed in attendees. December 10, 2019 was the most highly attended meeting, with 26 sign ins, when DP 20-18, a pre-application request for a 132-unit residential subdivision at Catamount Golf Course at 1400 Mountainview Road was due to be heard however the DRB continued the hearing. The DRB also reviewed DP 20-17, a boundary line adjustment at 500 River cove Road. Other notable applications include discretionary permit review of the Healthy Living multi-tenant building in Finney Crossing, amendments to phase I and II of Cottonwood Crossing, as well as pre-application review of a new Vermont State Police facility south of Exit 12.

The DRB considered the following types of applications:

- 21 discretionary permits
- 11 pre-application reviews
- 3 growth management requests (1 withdrawn)
- 3 master sign plans
- 3 certificates of appropriateness
- 3 items reviewed as other business
- 0 appeals of a DRB decision
- 1 appeal of decisions made by the Zoning Administrator

## **Growth Management**

Williston utilizes a residential growth management system for managing the pace of new residential development, which has been utilized for over 25 years. The growth management system was designed to help the town manage levels of new growth activity in order to ensure that essential public services and infrastructure are in place when new development occurs. The process is competitive and a project must score 30 points to receive allocation. The DRB, at their sole discretion, can grant 4 units of allocation each year to minor subdivisions that do not meet the minimum score. Every year in March, the DRB holds a public hearing where residential pre-application proposals heard during the previous calendar (2019) year are considered for growth management allocation.

<b>Growth Management Allocation FY 2020</b>		
<b>Location</b>	<b>Requested</b>	<b>Approved</b>
Growth Center	None	N/A
Sewer Service Area Outside Growth Center	18	18
Outside Sewer Service Area	2	2
<b>Total</b>		
*1 Dwelling Unit Equivalent (DUe) = 1 unit with 2+ bedrooms or 2 studio/1-bedroom units		

On March 24, 2020 the DRB approved allocation requests for three proposals. Within the sewer service area, the DRB approved allocation of 18 units to Northridge (DP 17-01). Outside the sewer service area, the DRB allocated 2 units: 1 unit to MacDonald/Gatta (DP 20-08) at Old Stage Road, and 1 unit to Mazuzan (DP 20-15) at Butternut.

## HISTORIC & ARCHITECTURAL ADVISORY COMMITTEE

The Historic and Architectural Advisory Committee (HAAC) in Williston is involved in some of the oldest and also some of the newest development in town and serves two equally important functions in that regard:

1. Provide advisory comment to the Development Review Board (DRB) and the Zoning Administrator for site plans and remodeling projects that are proposed in the Design Review District in Williston, which encompasses the town's designated Growth Center as well as sites with frontage along Routes 2 and 2A, Marshall Avenue, and Industrial Avenue.
2. Provide advisory review for projects in the Village Zoning District. Within the Williston Village Historic District, the HAAC also advises the DRB on the issuance of Certificates of Appropriateness (COA) for work proposed on some of Williston's most historically valuable properties.

The committee is made up of seven (7) members and is currently chaired by Doug Goulette. Other board members in FY2020 included Emily Morton (vice chair), Brian Forrest, Karen Fragnoli-Munn, James (Jim) Thornton, John Marcotte (joined July 2019) and Chelsea Levis (joined July 2020, technically FY21). The members of this board are all volunteers, and the board's members bring their diverse backgrounds and qualifications as architects, engineers, long-time residents, and historic preservationists to their work. 21 meetings were held in FY2020. Only one meeting was cancelled in March due to COVID-19. Meetings resumed virtually on Zoom for the remainder of the year.



*Botanical metal panels at 664  
Zephyr Road. Artist: Conant Metal  
and Light*

It was a sleepy year for projects in the village. The committee reviewed three Certificates of Appropriateness (CoA) in the Village: a change-of-use (real estate business) and two roof replacements. The committee reviewed one administrative permit providing comments to the zoning administrator on the façade upgrades at Agway/True Value.

The committee also provided recommendations to the DRB for seven projects in the Design Review District, including the State Police Barracks proposed south of Exit 12, Community Bank and other architectural changes to Cottonwood Crossing, U-Haul Moving and Storage proposed 4964 Williston, Munson Drive self-storage facility, and 2 Finney Crossing applications (public art and a concept restaurant/brewery building).

The HAAC continued to write draft revisions to Chapter 42 of the bylaw, as called for in the Williston Village Master Plan. Starting with standards for rear-lot and mixed-use development in summer 2019, it became apparent that specific standards were needed to mitigate for impacts to neighboring properties (particularly headlight glare and privacy). The committee came with ideas for landscape screening, fences, and setbacks. While the general concept is there, the final standard will depend on input from the public and Planning Commission to “fine tune” the bylaw requirements. On September 3, 2019, the



HAAC had a joint meeting with the Planning Commission, including a walking tour, to review progress and set next steps.

Into the fall, the committee explored and discussed concepts like Walkable City by Jeff Speck and “Missing Middle” housing. In November 2019, some members attended an evening class at CVU about Vermont Architecture to learn about the characteristics of Greek Revival, Federal, Queen Anne and Gothic Revival, some of which exist in the village today. The committee drew inspiration from the South Burlington Land Use Regulations, Shelburne Design Review Guidelines, Jeff Speck’s “walkable city” principles, and “Public Spaces: Power of 10”.

The tone of the bylaw revision project shifted with the outbreak of COVID-19 and the subsequent disruptions to the economic, social, and housing status quo. The discussion of residential density and unit design was informed by the response to COVID-19: site layout and building design “*form*” is more important to function and village character than the *number* of units. There is a need for adequate outdoor space so people can safely and comfortably enjoy the outdoors, even in a lockdown, from a porch, deck, or small backyard. Even more so is a need for a variety of unit sizes and styles- the “missing middle” between single-household dwellings and apartment buildings that provide different price-points, amenities, and lifestyles for smaller households (fewer kids) and an aging population. The pandemic response also highlighted the need for walkable, mixed-use communities where basic needs and recreation are accessible on foot or by bike, not just car or public transportation. Bylaw revision standards that allow for adaptive reuse of historic buildings and new commercial/mixed-use buildings will encourage existing businesses to expand or new businesses to choose the Williston village as their home. In May and June, the committee explored their visual preferences (and dislikes!) of modern additions to historic structures. Good bylaw language is written by not only looking at positive development outcomes but by setting boundaries and providing examples of architectural design (style, mass, bulk) and site layouts that are and are not desirable in the village. The committee discussed material standards for historic and new construction. The committee grappled with the balance between historic accuracy and modern function- noting the modern replacements can retain the overall



*Zoom meeting! TL to BR: Jim Thornton, Karen Fragnoli-Munn, Emily Morton, Chelsea Levis, John Marcotte, Doug Goulette. Not pictured: Brian Forrest*

historic appearance while providing homeowners with an energy-efficient and cost-effective solutions for home maintenance. While draft language for almost every goal in the Village Master Plan, the committee will soon be ready to get input from the Planning Commission and public. Stay tuned! The board meets on the first and third Tuesdays of each month at 5:30 pm. Public participation is welcomed and encouraged! For more information, go to [town.williston.vt.us](http://town.williston.vt.us), and select “Public Records and Documents,” then “Agendas and Minutes,” or call (802) 878-6704. Visit the planning office at the Town Hall Annex, 7878 Williston Road.

Respectfully submitted on behalf of the FY 2020 HAAC members: Doug Goulette, Brian Forrest, Karen Fragnoli-Munn, Jim Thornton, Emily Morton, and John Marcotte. Written By: Emily Heymann, Planner

## PLANNING COMMISSION

The Planning Commission (referred to as the “Commission”) creates and maintains the Town’s vision for the comprehensive planning of land use in the community. The group annually reviews the established land use plan and Unified Development Bylaws while assessing the town’s progress towards reaching the stated goals and overall vision of these guiding documents. In accordance with State law, the Commission addresses town issues and policy implementation related to land use, transportation, public utilities/facilities, natural resource preservation, energy, and housing. The commission must review and analyze a wide range of specific categories included within the Town Plan and Unified Bylaws in addition to responding to the needs and requests of Williston residents. The State’s planning method provides an orderly and efficient way of achieving and implementing our collective long-range vision of Williston, Vermont.

Seven volunteer residents serve on the Commission, meeting twice monthly for a total of twenty-three meetings in FY2020. This year we bid farewell to our dedicated member and former chair Jake Mathon, who served the Town in this volunteer capacity for more than a decade. The Commission unanimously elected Chapin Kaynor to fill this role as the new chair, and Meghan Cope as vice-chair. We welcomed two new members, Shayla Livingston and G Miller, to the Commission. Only one meeting was cancelled in March due to COVID-19. Meetings resumed virtually on Zoom for the remainder of the year.



*Zoom meeting! TL to BR: Ron Bomer, Emily Heymann, G Miller, Meghan Cope, Jill Pardini, Chapin Kaynor, Cate Lamar, Matt Boulanger, Shayla Livingston.*

### FY2020 in Review: Significant Activities of the Commission



The repaving of Williston Road in summer 2020 resulted in the creation of continuous bike lanes from the Village to Taft Corners - a goal the commission has articulated in the last several iterations of the comprehensive plan. In August 2019, the commission established the Mobility Projects Group to 1) develop an Official Map for the Town and 2) explore opportunities for other transportation facilities and programming, (like local park-and-rides, transit services, and more) to help make Williston's transportation future more diverse, sustainable, and efficient. In September, the commission held a joint meeting and walking tour with the Historic and Architectural Advisory Committee (HAAC) to review progress and set next steps for the village bylaw revision project.

The biggest contribution by the Commission was the extensive review of the Energy Plan, an appendix to the 2016-2024 Comprehensive Plan (Town Plan). The Energy Plan Task Force presented their final draft to the Commission on September 17, 2019. After eight meetings of discussion and edits, the commission warned a public hearing. Also, Public Health amendments were introduced on November 5, 2019 and a

draft presented for public hearing on March 3<sup>rd</sup>. After 3 public hearings to make final edits in April and May, the Commission approved both the Public Health and Energy Plan amendments on May 19, 2020. Both Town Plan amendments became official when the Selectboard voted on September 1, 2020 (FY2021).

Wrapping up their workplan for the year, the Commission reviewed proposed bylaw amendments to watershed protection buffers (adding flexibility for pre-existing residential properties) and parking standards (updating calculations for parking demand and shared parking analysis). These proposed amendments are anticipated to have public hearings and receive Selectboard approval in FY2021.

The Commission responded to three citizen-initiated requests.

- The first was a request in October 2019 to rezone portions of the South Brownell Road from residential to commercial/industrial. The Planning Commission conducted a survey of area residents and a public listening session in December 2019. The consensus among participants was that the South Brownell neighborhood is okay as-is and the commission decided not to pursue changes to the zoning district boundaries.
- Second, a citizen group request in March 2020 proposed to require 50% quantitative open space in the Residential Zoning District (RZD). Planning staff provided draft bylaw language for the commission's consideration in April and June 2020, but the RZD open space discussion continued into the summer (FY2021).
- The third was in May 2020 to change the zoning boundary between the Industrial West and Gateway West Zoning Districts along Williston Road. The commission did not take up the request, deciding that it should be part of a broader examination of the uses and design standards in the industrial zoning district, an item farther down on their workplan.

### **Looking Ahead: Upcoming Activities and Announcements**

A major responsibility of the Commission is to forecast and if possible, address community needs, concerns, and challenges with anticipated development activity. Working with the Regional Planning Commission, we attempt to navigate the multitude of possible futures, while simultaneously upholding the longstanding values of Williston and considering the possibilities for creating a more sustainable and inclusive community for all Willistonians.— both long-term residents and recent arrivals. Looking ahead, the Commission's workplan includes:

1. Begin work on Form Based Code for the Growth Center.
2. Update standards to achieve goals for the Village Master plan.
3. Consider design standards and zoning boundaries in the IZDW.

People can speak with the dedicated Planning Office staff at 802-878-6704 or in person – with some potential limitations due to COVID-19 public safety compliance (check the [website](#) for current policies) – at the Planning Office located in the Town Hall Annex Building at 7878 Williston Road with any questions or comments. The bimonthly public meetings of the Commission occur the 1st & 3rd Tuesdays each month from 7:00 – 9:00pm. We welcome and appreciate public attendance at our meetings!

Respectfully submitted on behalf of the Planning Commission: Chapin Kaynor, Meghan Cope, Ron Bomer, Jill Pardini, Cate Lamar, Shayla Livingston, G Miller. Written By: Ron Bomer and Jill K. Pardini



## CONSERVATION COMMISSION

The Williston Conservation Commission (WCC) is a seven-member volunteer board, which meets on the first and third Wednesdays of each month at 7AM in the Town Hall Annex. The meetings are open to the public. All are invited to these meetings and public input is welcome. The Town provides one full time staff conservation planner and one summer intern to staff the WCC and implement WCC-related projects. Inquiries about the work of the WCC can be made through the Williston Planning and Zoning Office.

One primary function of the WCC is to advise the Development Review Board on development projects that have the potential to impact significant natural resources, particularly on lands greater than 10.5 acres in the Agricultural/Rural Zoning District. Significant natural resources include streams, wetlands, floodplains, viewshed corridors, farmland of local importance, significant wildlife habitat areas, unique natural communities, rare/threatened/endangered species, country parks, paths, and trails. During FY20, the Conservation Commission reviewed 4 Pre-applications and 3 Discretionary Permit applications, and prepared findings and recommendations for each.

The Commission also makes recommendations on the acquisition and protection of parcels through the Environmental Reserve Fund (ERF). Since the program's inception in 1989, the ERF has helped to conserve 2,252 acres in Williston. The ERF is a powerful leveraging tool a \$2.4 million investment resulting in a total value of \$5.2 million over the life of the fund. The Selectboard appropriated \$0 to the ERF in FY20, which had a fund balance of \$3,473 on June 30, 2020. During May 2020 the WCC reviewed the method for prioritizing parcels for acquisition via the ERF, should they become available for sale or for purchase of development rights (PDR). The revised prioritization method considered a parcel's likelihood of being developed as well as its natural resource value and size. The highest priority parcels were located around Lake Iroquois, in the forest block near Five Tree Hill, and in the northeast section of town. The prioritization exercise will aid future decision making regarding the acquisition of land or development rights for conservation purposes, and guide future ERF funding requests.

In addition to planning to conserve land, the WCC also worked on planning for future trails by conducting a prioritization analysis with the assistance of a Plattsburgh State University Environmental Planning class. Various factors were considered including connectivity to existing trails and places of interest, geographic distribution of trails, environmental impacts, costs, feasibility, and regulatory constraints. Combining scoring for all factors resulted in a total score for each trail segment. All trail segments were mapped and symbolized according to final ranking. The result is an actionable list of desired trail segments that the WCC can reference in future years to acquire trail easements.

The WCC has also continued to maintain and manage the town's growing network of country parks, conservation areas and trails, which includes 290 acres of parkland, 280 acres of conservation areas, and 12 miles of trails. In addition, the 393-acre Catamount Community Forest and its 20-mile trail network is maintained by the Catamount Outdoor Family Center under a license agreement with the Town. Notably, in July 2019 the Vermont Youth Conservation Corps completed trail improvements on the Allen Brook Nature Trail Extension. This work was funded by a Recreation Trails Program grant through the Vermont Department of Forests, Parks and Recreation.

The town is a member of the Winooski Valley Park District (WVPD). Over the past year, the WVPD has worked with the Conservation Commission to solicit public engagement regarding the development of a new country park located on the Winooski River in the northwestern part of town. The 29-acre parcel, donated to the town by Peter Jacob and Lloyd Krantz, is wooded and has some existing trails. The town is considering the transfer of the parcel to WVPD, who would own and manage the property as a part of



Public Walk on Jacob/Krantz property led by WVPD's Remy Cretol.

their parks system. Two events were held last year to provide information and hear feedback from members of the public.

In summer 2019, conservation intern Maddy Zimmerman was primarily responsible for maintaining Williston parks and trails by improving tread, clearing trails, distributing trail maps, posting "No Hunting" signs, and marking park boundaries. Maddy also initiated an Adopt-a-Trail program, with the goal of linking individuals or groups to specific town trails. Trail Adopters are responsible for regular monitoring and maintenance of their trail sections. All existing trails were quickly adopted, and adopters are learning how to partner with the town to maintain them and report issues. More information is available on the town website.

The "Halloween 2019" storm event caused significant damage to transportation infrastructure across the town as well as to Williston's trail network. Nearly four inches of rain fell across Williston in this 24-hour storm event, washing out several road culverts and displacing three foot bridges on the town's trail system.

The WCC updated the management plan for the Five Tree Hill Country Park. Notably, a recommendation was made that the no-hunting policy at this and other town parks be periodically evaluated, due to the increasing importance of hunting deer as a conservation tool.

The WCC conducted its 12th year of stream sampling along the Allen Brook, and the conservation planner prepared a report summarizing (2007-2018) analytical results. Water quality sampling along the stream provides valuable data used by the Town to target problem areas and track improvements and declines in water quality over time. The stream was sampled at 9 locations from the rural headwaters to the confluence with the Muddy Brook. The parameters sampled in summer 2019 included Total Phosphorus (TP) and Turbidity (NTU). Water temperature also was measured at each site visit. The State may choose to discontinue the VT DEC LaRosa Laboratory Partnership Grant Program or alter the fiscal arrangement with its monitoring partners for next year, which may impact the Town's ability to continue the Allen Brook Water Quality Monitoring Program. The laboratory services provided through the LaRosa grant program have been valued at approximately \$10,880 in recent years.



VYCC crew working on the Allen Brook Nature Trail

Respectively submitted by the Williston Conservation Commission:

Kim Coleman, Chair  
Reed Carr, Vice Chair  
Carl Runge, Treasurer

Jude Hersey  
Gary Hawley

Eric Howe  
Laura Meyer

## Catamount Community Forest

The Catamount Community Forest is a rich community resource used for walking, biking, snowshoeing, cross-country skiing, sledding, birding, outdoor education and many special events. We hope all community members can experience the forest and take advantage of its offerings.

The Catamount Community Forest Management Committee (CFC) held its first meeting in December of 2019 in the Town Hall Annex. Meetings are held on the second Monday of every other month at 5:30pm. Since the first meeting, the CFC has been meeting via Zoom because of the Covid-19 pandemic. The meetings are warned on the town website and open to the public. The CFC is a five-member volunteer board that includes a member of the Williston Conservation Commission (WCC), a member of the Selectboard, a member of the Recreation Department and two members of the public. The town provides one full time staff conservation planner for the CFC meetings. Laura Meyer, a member of the WCC, is the Chair of the CFC committee. The CFC is charged to manage the forest as a model for recreation, wildlife management, woodlot management, carbon sequestration, conservation and education.

A Forest Management Plan (FMP), an addendum to the Catamount Management Plan, was drafted by Ethan Tapper, the Chittenden County Forester. Public outreach for the FMP included two public webinars and a survey to gather feedback that was sent to webinar attendees as well as promoted through Front Porch Forum, the Catamount Outdoor Family Center (COFC) Website, the Vermont Master Naturalists of Williston, and the Williston Town Website. After public comment and discussions with COFC, town staff, the WCC and the CFC, a final draft of the FMP was approved for submission to the Select Board.

The non-forested areas of Catamount, particularly grasslands, are being managed for birds with the assistance of members of the Green Mountain Audubon Society. The easternmost field on the south side has been a historical Bobolink nesting site with reliable nesting success through 2010, prior to the establishment of an intensive haying operation. Subsequently, attempts at nesting were thwarted by July mowing. With the town's acquisition of Catamount, the contract was changed to avoid haying during the breeding season. Also, the trail across the most critical nesting area was temporarily closed. In 2019 the Bobolinks returned and successfully bred. Bobolinks were observed on May 11 this year and were showing evidence of active nesting by late June. Another avian event of note has been the placement of 12 nest boxes on the southern parcel side by Terry Marron and Sally Fellows. By June 30 there was evidence of nest building by both Bluebirds and Tree Swallows.



*Open Meadow Managed for Grassland Birds*

An information kiosk for Catamount was designed and approved. Funding to build the kiosk was set aside. One side of the kiosk has relevant information for the public and the other side will have a map of the trails at Catamount.

Community Engagement through a walk series at The Catamount Community Forest was held once a month from July through November 2019. The series included a walk about forest health and management with the Chittenden County Forester, Ethan Tapper; an invasive plant species training by the Vermont Master Naturalists of Williston; a walk on how geology and glacial history shaped the landscape at Catamount; and a walk with Samantha Ford of Turn Stone Research on the settlement history of Vermont seen through the landscape and buildings at Catamount. An additional bird walk was led by Vermont Master Naturalist Terry Marron. Education surrounding the FMP included two recorded webinars on managing the Catamount Forest for climate change and managing the forest for wildlife habitat.

The 26-mile trail network within the 393-acre Catamount Community Forest is maintained by the non-profit Catamount Outdoor Family Center (COFC) under contract with the Town. The following information and data are from COFC for the fiscal year.

Because the method of documenting overall visitor numbers was changed part way through the fiscal year, it resulted in missing data and thus was not included in this annual report. A sign-in register is now in place to track visitor data. Included below are the participant numbers for events, races and summer camps.

Summer Camp: 342 participants Races: trail running- 639, mountain biking- 270

The race participation numbers show the number of individual participants. Many of the participants attended several races (up to 16 weeks). The average participation per week was 218 trail runners and 165 mountain bikers.

Events:

Ski Rack Mountain Biking Demo Day 8/4/2019

Eastern Grind Mountain Biking Race 8/24-25/2019: 300+ racers

UVM/Eastern Collegiate Conference Race 9/7/2019: 200+ racers

Global Fat Bike Day 12/7/2019: 120 participants

Wednesday Fat Bike Rides: weekly 3-12 participants from December through February

XC Ski Clinics: weekly Wednesday & Saturday from December through February

Fat Bike Demo Day: 50+ participants

Weekly Fat Bike Ride





## TOWN HEALTH OFFICER REPORT OF ACTIVITIES

During Fiscal Year 20, Terry Macaig, Deputy Health Officer, and I have been involved in the inspections and ongoing revisions regarding five properties in Williston and have followed up on 39 animal bites.

Bites to humans include 33 dog bites, 6 cat bites and 1 fox bite. No animals from Williston have tested positive for rabies.

**Please vaccinate your pet! Vaccination is imperative for the health of your pet, the health of all residents, and is required by Town Ordinance. Also, please clean up after your pet. Bacteria and parasites from feces enter our ground water and present a health hazard to all.**

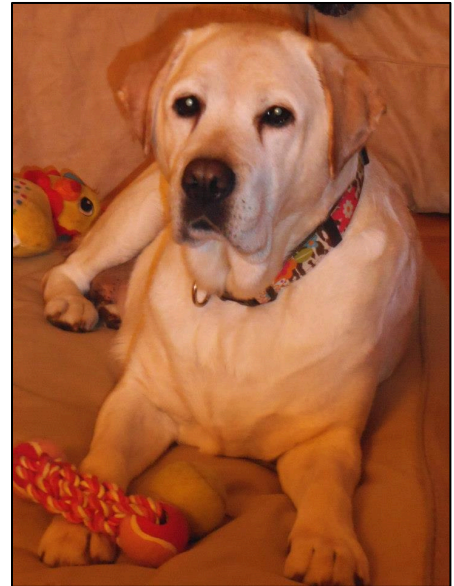
Site visits: Inspections were requested by tenants, landlords, the Williston Town Manager, and the Williston Police Department. Complaints included water quality, faulty wiring, mold, infestation of pests, mold, lack of egress, lack of smoke/CO detectors and unsafe structural conditions.

Court appearances were required of the Health Officer on two occasions.

The Williston Selectboard, the Town Manager, the Williston Town Clerk's Office, Williston Planning & Zoning, the Williston Police Department, the Fire Marshall and numerous community agencies have worked exceedingly hard to correct violations at one particular property. Progress is being made, thanks to the ongoing work of all these departments.

Many thanks to all the agencies that support us including the Williston Town Clerk's Office, Williston Police Department, the Williston Fire Department, the State Fire Marshall's Office, Williston Public Works, Williston Planning & Zoning, BEVS, All Breed Rescue, the Humane Society of Chittenden County, and the Vermont Department of Health.

Respectfully submitted,  
Cindy Thurston  
Williston Town Health Officer



## SOCIAL SERVICE ORGANIZATIONS FUNDING COMMITTEE

The Town of Williston has proudly supported qualified non-profits with small grants for efforts that meet emerging needs in the community and/or requests to support general operating and administrative expenses. To be eligible for a grant the local organization must have IRS 501(c)(3) status and have a history of serving Williston residents.

The Committee met in January 2019 to review the funding request applications submitted by social services organizations. The assistance provided to Williston residents from these organizations covers a wide range of services, including working towards the elimination of hunger, homelessness prevention, counseling assistance covering a range of issues from life-saving crisis support to assisting families with special needs, addiction support services, workforce training and helping our senior residents to maintain independence and quality of life at home.

For the fiscal year ending June 30, 2020 the following awards were made to these non-profits agencies as recommended by the Committee.

Organization	Award
Age Well	\$1,500
American Red Cross of NH & VT	\$ 600
Child Care Resource	\$ 700
CVOEO – Chittenden Community Action	\$2,500
CVU Summer Camp Scholarship Fund	\$ 510
Committee on Temporary Shelter (COTS)	\$2,500
Feeding Chittenden	\$2,500
Green Mountain Habitat for Humanity	\$ 750
HomeShare Vermont	\$ 750
H.O.P.E. Works	\$ 500
Howard Center	\$4,000
Hunger Free Vermont	\$1,000
Lund	\$1,600
Steps to End Domestic Violence	\$2,300
Tatum's Totes	\$ 500
Vermont Adult Learning	\$ 500
Vermont Association for the Blind & Visually Impaired	\$ 600
Vermont CARES	\$ 500
Vermont Center for Independent Living	\$ 800
Vermont Family Network	\$2,000
Williston Community Food Shelf	\$3,000
Total	\$29,610

If you know, or a part of, a non-profit organization doing work on behalf of Williston residents, please visit the Social Organizations Committee link on the Town website for an application to be part of this funding in future years. Williston Social Services Funding Committee:

Alice Fothergill, Michelle Desautels, Jim Thornton, Cindy Provost, Ruth Skiff, Ken Stone

## CEMETERY COMMISSION

Like other Town agencies in 2020, the Cemetery Commission had to adapt its rules of operation to accommodate the Governor's guidelines on social distancing. This included informing the area funeral homes of these new rules, specifically the numbers of family members/friends allowed to convene for a graveside ceremony and mask-wearing. For the most part, the guidelines were adhered to, but there were some violations which required admonishment, as reflected with other social gatherings early on in the pandemic. It could be a ticklish situation, given the circumstances of grieving families in need of closure with their departed.

The Town experienced a budget crunch due to the lower revenue it took in from decreased local business activity. As a result, the Public Works Department took over the maintenance mowing and trimming of the 4 town cemeteries. Thanks to Bruce Hoar and the extended PW crew for keeping the condition of the grounds as a source of community pride.

During FY 2019-2020, there were 27 total burials, including 15 cremations and 12 casket burials. Two of the cremains interments took place in the Memorial Garden.

Although elective projects were limited, the Commission was able to contract for additional gravestone cleaning in Chittenden and East cemeteries, a result that is strikingly apparent to passersby on Route 2. Headstones were up righted and broken stones were repaired. Flags were placed at veterans' gravesites in time for Memorial Day, and removed at the end of the season after Veterans Day. (Flags are removed at that point due to wear and breakage that the ensuing winter would cause.) Additional signage was installed at East cemetery, and a soil conservation effort to eradicate an invasive ground cover was continued, along with routine tree pruning and hedge shaping. The Thomas Chittenden Monument was professionally cleaned by the quarry company who originally contracted the granite memorial, in exchange for promotional purposes. The Aseltine family once again made a substantial gift for East Cemetery care.

Days of operation for all vehicular traffic and interments will continue to be May 15 through November 15. Walk-through access to all cemeteries is available throughout the year via the pedestrian gates.

### Williston Cemetery Commissioners

Jack Price (879-7603)  
Bea Harvey (878-4291)  
Hazel Winter (879-0897)  
Cameron Clark (735-5895)  
Joan Pentkowski (324-5177)

## TOWN BAND



*It was a quiet summer at the bandstand!*

The Williston Town Band's 2020 season was cut short in March due to Covid-19. Since our 2019 season ended with the retirement of our beloved conductor, Kim Tokarz, 2020 began with a search for a new music director. Covid-19 had other plans, however, and abruptly ended our search and 2020 season.

We will resume our director search this spring in anticipation of our return to playing in 2021. Heartfelt thanks and gratitude extend to Kim for her 18 years of dedication and service to our community! We will truly miss her leadership but look forward to having her perform with us on saxophone!

We would like to extend our sincere appreciation to the town of Williston for its continued support. We eagerly look forward to returning to making great music for our town and joining our community celebrations!



## LAKE IROQUOIS ASSOCIATION

We are pleased to be able to report that once again this year, Lake Iroquois has shown a highly significant decrease in phosphorus levels. This is an indication that the hard work of the Lake Iroquois Association (LIA) and its volunteers, along with the work of the surrounding communities to reduce nutrient and sediment flow into the lake, is having a real, measurable impact. Lake Iroquois has now moved from being a eutrophic waterbody (one that has excessive levels of nutrients) to one that is mesotrophic (containing a moderate level of nutrients). While the lake will always have naturally occurring nutrients, which are needed to maintain the aquatic life necessary to a healthy lake, our goal is to eliminate, to the extent possible, human caused nutrient increases and allow the lake to be at a natural level. Detailed data and information on how the data is collected can be found on the Vermont Department of Environmental Conservation's Lake Scorecard at <https://www.lakeiroquois.org/water/lake-data-maps>.

2020 has been another busy year for the LIA. This past spring, the LIA-Pine Shore Road Restoration and Erosion Control Project, a collaboration of the LIA, the Pine Shore Road Association, and the Town of Hinesburg, and supported by a grant from the Vermont Department of Environmental Conservation (VT DEC) Ecosystem Restoration Program and completed in 2018, was reviewed to determine its implementation success. We were honored to receive the highest rating possible – optimal – indicating that the project is above and beyond the baseline requirements for functionality. We also published the 4<sup>th</sup> edition of our Lakeshore Property Owner's Manual, which provides extensive information on lake-friendly best management practices that help to maintain and improve the lake's water quality. In February, we launched our new, completely re-designed website. It provides extensive information and data on Lake Iroquois and its watershed along with the many activities around the lake. In March, we developed an integrated pest management plan for controlling invasives, especially invasive Eurasian Watermilfoil. As part of that plan, we submitted an application for the use of the herbicide ProcettaCor on a small portion of the lake in an effort to reduce this widespread infestation so that in the future, we will be able to control it using mechanical means. We continue to work on a holistic plan for the entire Lake Iroquois watershed and to that end we have submitted a pre-proposal in partnership with the Lake Iroquois Recreation District, the Lewis Creek Association, and the Winooski Natural Resources Conservation District for funding to assess the watershed and create a Watershed Action Plan.

Our Greeter and Boat Wash Program, which we have operated for over 10 years, had another successful year. The purpose of this program is to prevent other invasives from entering the lake. The greeters also provide information to lake users on safety and best practices to protect water quality while using the lake. The greeter program operates from Memorial Day to Labor Day and this year the number of boats inspected more than doubled from 2019. This program, with its hot water boat wash, has become a model for other greeter programs in the state. It is supported by an Aquatic Nuisance Control grant from the VT DEC, the dues and donations of LIA members, and the towns of Williston, Hinesburg, and Richmond. Due to the pandemic, several of our data collection programs were suspended but are expected to resume next year. The LaRosa Partnership Program grant that supports our tributary sampling was not funded this year due to diversion of state funds needed for COVID-19. We also were unable to conduct an aquatic plant survey or carry out any Diver Assisted Suction Harvesting of milfoil – again due to COVID-19 restrictions. However, we fully expect that these programs will be back in operation for the summer of 2021.

In other good news, we once again had a loon pair successfully nest and raise two young on Lake Iroquois this summer. What a pleasure amid so much concerning news to watch our loon family swimming around the lake. The LIA works with the Loon Restoration Project under the Vermont Center for Ecostudies to maintain the loon nesting platform and to place signage protecting the nesting area. Our members also contribute to our *Loonwatch* spreadsheet to record loon activities as a contribution to the Project's data collection efforts.

Even as 2020 wanes, the LIA is already planning new projects and activities for 2021. Our newest project is our first annual **Ice-Out Contest**. Tickets will go on sale January 1<sup>st</sup>, 2021. Watch our website, our Facebook page, Front Porch Forum, and local news outlets for more information. Other projects in the works for 2021 include continued efforts to seek grant funded projects that reduce sediment flow into the lake and a renewed effort to increase lakeshore property owner participation in the Vermont Lake Wise program. Christopher J. Conant, President



## LAKE IROQUOIS RECREATION DISTRICT

The Lake Iroquois Recreational District(LIRD) manages over 150 acres of land on the north end of the lake accessible by Beebe Lane off Oak Hill Rd. This acreage includes some wetlands and a woods with walking trails and a public beach which is open from Memorial Day to Labor Day every year. LIRD is comprised of representatives from four towns, Hinesburg, Williston, St. George, and Richmond. Each town is assessed every fiscal year for the maintenance and improvements of this recreational area. The access road, Beebe Lane is the responsibility of LIRD. A design to improve the road so that storm water run-off would not directly enter the lake was approved and paid for. The design will incrementally be activated as money is becomes available.

The edges of the road have significant growth of land based invasive plants. It is an ongoing problem but to prevent these invasives from entering the valuable woods, we began manually removing the buckthorn, Japanese honeysuckle, and the other invasive.

Lake Iroquois has over one hundred acres of the Eurasian Water Milfoil(EWM) infestation. LIRD has cosponsored with the Lake Iroquois Association(LIA) an application to the state for a permit to use ProCellucor in 40 acres of the infested area. ProCellucor is a target specific chemical with a very short half-life that has been used in lakes all over the country and in lakes in Vermont without any negative results. We have not yet received approval from the state agency but expect it soon. LIA has in the past has spent significant money using diver assisted suction harvest(DASH), mechanical harvesting, and even attempted weevils to slow the spread the EWM with very limited success. The canoeists, kayakers, and swimmers have all been turned off by the EWM. We will continued efforts to control it and keep it from clogging the lake.

If you have not yet experienced recreating in this 150 acres, we hope you give it a try.

## TRUSTEES OF THE OLD BRICK CHURCH

The Brick Church is a town-owned building and serves as a meeting place for community functions. Built in 1832, the Church served as the meeting house for the Congregational Society. For 67 years, the “Meeting House” was the devotional home for Williston’s most notable citizens, including the Chittenden family, the Spaffords, Millers and many others. Thirteen ministers served between 1832 and 1899. At the turn of the century, the Congregationalists joined with the Methodists and moved to the Federated Church, 300 yards to the east on Williston Road and the Brick Meeting House was closed.



The period of vacancy of the building was prolonged. For almost 65 years, it languished in continuing deterioration. In 1965, ownership was given to the Town of Williston from the Federated Church and the building was accepted by the National Register as a historic site. Town funds renovated the cellar for community use, and Federal funding from Historic Sites restored the exterior and the sanctuary, while a grant from the Eva Gebhart-Gourgau Foundation enabled the restoration of the steeple to be completed.

In June of 2008, a bolt of lightning directly hit the bell tower, setting it ablaze. Quick response by the Williston Fire Department saved the structure, but the water damage was extensive. An intensive effort was undertaken to restore this wonderful landmark, and through Williston Public Work’s coordination of many salvage, architectural and construction firms, the restoration was completed in time for that year’s annual Christmas Eve service.

During the 2019-20 fiscal year, the meeting room was used on Sundays by the Christian Faith Assembly for devotional services. This cellar room was also used by the Williston Central School, and the Williston Boy Scouts and Girl Scouts on a regular basis. In addition, the room saw use as the site for a composting training session. The sanctuary, during this period was the site for one wedding, and the Williston Federated Church Christmas Eve service. The *Brick Church Music Series* also took place in the sanctuary, with Friday night concerts scheduled throughout the late fall and winter. Routine outside landscape maintenance was performed.

Notably, at the close of 2019-2020, Jack Price stepped down following a thirty-year tenure in his position as trustee and long-time chairperson, to serve on another of the town’s commissions. We owe a debt of gratitude to him for his abiding service and steadfast stewardship of this landmark structure.

Fees for use of the sanctuary are \$200.00 plus a \$50.00 damage deposit and \$10.00 key deposit. Wedding rehearsal fees are \$50, and the fee for sanctuary use for memorial services is \$50. The meeting room usage fee is \$50.00 with the same deposit due for damage and key loss. Applications for use of the Brick Church may be obtained at the Town Clerk’s office.

Respectfully submitted,

Alice Beisiegel, Chair  
John Butterfield  
Bob Pasco  
Carol West

## 2020 LEGISLATIVE REPORT

### **In the House:**

The legislature started off in high gear in January as usual for the second year of the biennium, 2020. Committees started to work on bills left over from last year on day one of the session. All was going well up to cross over day on March 13 (Friday the 13<sup>th</sup>) when bills must be out of committee in order for the Senate to take them up. Then COVID-19 struck and all business ceased until the rules committee found a way to do legislative work remotely by zoom. Two weeks later, committees could work half-time and floor time was limited to a few hours. Needless to say, our ability to work on and pass critical bills was a problem. The session was adjourned on September 25<sup>th</sup> but not before allocating \$1.2 Billion in COVID relief funding for individuals, small businesses, schools, public colleges and front-line workers.

**Representative Terry Macaig:** Thank you for your confidence in me for the past 12 years as a State Representative. We start a new era with the re-election of Jim McCullough and the election of Erin Brady as your State Representatives in Montpelier or by zoom until the pandemic subsides. I have served on the Corrections and Institutions Committee for all those years and worked through the capital bill, which uses bonded money, to fund cleaning up the waters of the state. The committee also worked on corrections issues to make sure that “earned good time” is implemented, that mental health facilities and correctional buildings are capable to house their clients and criminal justice reform. There were many other issues brought to the attention of the legislature and passed by us. These include increases in broadband coverage, supporting increases in childcare, increasing the minimum wage, establishing a paid family leave fund that was vetoed by the Governor and overriding a veto on the global warming solutions act. Please contact your newly elected representatives on issues that affect you because politics is a participatory sport.

**Representative Jim McCullough:** We convened this Legislative Session on 1/6/2021 with the virtual swearing in of all elected statewide positions as well as all elected legislative positions. The House will continue meeting virtually likely at least through March. This year is a COVID replay in many respects with the committees of jurisdiction dealing with the new version Federal Cares Act. Unfortunately, the January 2021 Federal version did not have support for the states or municipalities; big problem.

The General Fund budget is facing a \$180 million shortfall; the Education Fund is looking at a \$63 million shortfall. Due to COVID, commercial properties in Williston and statewide are expected to be significantly devalued. Residential values are rising significantly. This will likely place a significantly greater tax burden on homeowners. Representative Brady, myself, and Senator Lyons, with the assistance of Town Manager Erik Wells, have proposed legislation to address and relieve the burden.

Increased focus on statewide broadband availability is a concern for both House and Senate. COVID has demonstrated that working from home is very successful while also demonstrating the shortfall of statewide connectivity.

My committee, House Natural, Fish and Wildlife will be reintroducing an Act 250 overhaul. That land use Act is now 51 years old and sorely needing updating. Last year's effort failed to get across the finish line.

I hope to assure you that your Vermont State Legislature has been very effective working within the virtual parameters. The daily legislative transparency for Vermonters has gone from the number of people who can daily physically fit into the Statehouse to 600,000; courtesy of Zoom and YouTube.

**Representative Erin Brady:** I am honored to be joining Representative McCullough in representing Williston. On Wednesday, January 6, 2021, a day that will now be remembered for the horrific attack on our U.S. Capitol, I took an oath to uphold the U.S. Constitution and the Vermont Constitution and was officially seated in the Vermont House of Representatives, albeit virtually. We elected Rep. Jill Krowinski to be Speaker of the House and she immediately charged us to "...chart a course that leaves no Vermonter behind" as we recover from the pandemic. The first priority for our work this year is Vermont's response to and recovery from the COVID crisis. I am optimistic the Vermont ethos of coming together to protect our communities will help us recover faster and stronger.

I was thrilled to be assigned to the Education Committee and look forward to bringing my experience as a high school teacher, a graduate education instructor and as a school board member to my committee work. Our committee will work to assess the full impact of the pandemic on Vermont's students as we consider the work ahead for recovery. I will continue to prioritize equity and opportunity for all Vermont students. In addition to committee work, I joined the Women's Caucus and the Social Equity Caucus. Women and minorities have suffered disproportionately during the COVID crisis.

Beyond recovering from this devastating pandemic, I will work to make sure our economy, our communities, our schools and every Vermonter can thrive. I look forward to connecting with our community and seek to be accessible. Please email me at [ebrady@leg.state.vt.us](mailto:ebrady@leg.state.vt.us) with your questions, concerns or ideas anytime.

## GREEN MOUNTAIN TRANSIT

In FY20, Green Mountain Transit (GMT) completed the NextGen system analysis and revised its routes accordingly. GMT implemented improved bus tracking with the Transit App, deployed two electric large buses, and installed solar panels on the new depot roof. It also saw the promotion of long-term employee Jon Moore to General Manager, and the start of the COVID-19 pandemic.

To keep employees and passengers safe while still providing valuable and needed public transportation services during the pandemic, GMT closed indoor facilities to the public, stopped collecting fares, and instituted masking and social distancing measures including limits on bus capacity.

While the COVID-19 Pandemic has caused a steep decline in passenger ridership, in keeping with its mission, GMT has continued to provide modified local fixed-route bus service; inter-regional commuter service; supermarket and school tripper shuttles; and contracted ADA para-transit service for individuals who are unable to ride fixed-route service. Keeping GMT financially stable during the pandemic has required use of Federal CARES funds and reductions in service frequency.

Of local note, the merging of the Orange line from Williston to Essex with the Silver line in Essex Center allows Williston residents to go to the Lang Farm and Essex Center on a single ride. The Red line which follows Williston Road continues to be one of the most traveled routes in the system and while service frequency has been reduced during the pandemic, it remains a priority route.



### **Reminder of COVID-19 Procedures:**

On March 18, 2020, GMT began operating bus service fare free to minimize exposure to the bus drivers. In addition, the following safety measures have been put into place:

- Masks are required for all passengers
- When possible, passengers are to board through the rear door to reduce contact
- Boarding capacity limits have been put in place to allow for social distancing on-board
- Electrostatic sprayers were purchased to disinfect and sanitize buses and transit centers
- We continue to update passengers with the most current state requirements and recommendations

Thank you for your continued assistance in keeping us all safe, and thank you to GMT employees for their valued front-line service.

Contact GMT for Route and Schedule Information by phone: 802-864-2282, by e-mail: [info@ridegmt.com](mailto:info@ridegmt.com), or visit us online at: [RideGMT.com](http://RideGMT.com).

Williston GMT Commissioner Chapin Kaynor can be reached at [CKaynor@ridegmt.com](mailto:CKaynor@ridegmt.com)

Williston GMT Alternate Amy Brewer can be reached at [ABrewer@ridegmt.com](mailto:ABrewer@ridegmt.com)



# THE VERMONT LEAGUE OF CITIES & TOWNS

*Serving and Strengthening Vermont Local Government*

The Vermont League of Cities and Towns (VLCT) is a nonprofit, nonpartisan organization, owned by its member municipalities, with a mission to serve and strengthen Vermont local government. It is directed by a 13-member Board of Directors elected by the membership and comprising municipal officials from across the state. The most recent audited financial statements are posted on our website, [vlct.org/about/audit-reports](http://vlct.org/about/audit-reports), and show that our positive net position continues.

## Member Benefits

All 246 Vermont cities and towns are members of VLCT, as are 139 other municipal entities that include villages, solid waste districts, regional planning commissions, and fire districts. Members have exclusive access to a wide range of specialized benefits, expertise, and services, including:

- **Legal, consulting, and education services**, including prompt responses to member inquiries. In 2019, VLCT continued to provide members with timely legal and technical assistance, including answering more than 4,000 legal questions and publishing legal compliance guidance, templates and research reports, many of which are available to our members on our website.
- **Training programs on topics of specific concern to officials** who carry out the duties required by statute or are directed by town meeting mandates. The League provided training on various topics related to municipal law and governance to more than 1,000 members this past year.
- **Representation before the state legislature and state agencies**, ensuring that municipal voices are heard collectively and as a single, united voice. VLCT's recent legislative efforts have helped provide cities and towns additional resources to achieve tangible results on pressing issues such as road and bridge repair, cybersecurity, housing and economic growth, renewable energy, emergency medical services, reducing carbon emissions, and ensuring water quality. Members are also represented at the federal level primarily through our partner, the National League of Cities, as well as directly with Vermont's Congressional delegation.
- **Access to two exceptional insurance programs.** The Property and Casualty Intermunicipal Fund (PACIF) provides comprehensive and cost-effective property, liability, and workers' compensation insurance coverage, programs, and services that protect the assets of your community. The VLCT Employment Resource and Benefits Trust (VERB) provides unemployment insurance, life, disability, dental, and vision insurance products to members at a competitive price. Both programs provide coverage and products that members need and ask for, help Vermont municipalities stretch their budgets, and are *only* available to VLCT members.
- **Access to a host of educational and informative materials and member conferences**, including a news magazine, handbooks, reports, articles, and events that all focus on the needs of local government and provide additional educational and networking opportunities.

At the heart of all these activities is VLCT's commitment to serving as a good steward of member assets, and we are proud of the progress we continue to make in that effort. Members are welcome to visit the VLCT office anytime to review the operations, to ask questions, and to access resources that can help each individual official and employee carry out the important work of local government.

*To learn more about the Vermont League of Cities and Towns, visit the VLCT website at [vlct.org](http://vlct.org).*





## U.S. Department of Veterans Affairs

### **White River Junction VA Medical Center**

215 North Main Street

**White River Junction, VT 05009**

**866-687-8387 (Toll Free)**

**802-295-9363 (Commercial)**

In Reply Refer to: 405/00

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community-based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ – and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Respectfully;

Becky Rhoads, Au.D.  
Associate Medical Center Director

# Chittenden Solid Waste District

## Summary Report of FY20 Activities

*July 1, 2019 – June 30, 2020*

### *Governance*

The Chittenden Solid Waste District is a municipality created by our member cities and towns in 1987 to plan and implement on their behalf the solid waste management mandates legislated by the State of Vermont. The District is governed by a Board of Commissioners representing our member communities.

### *Our Mission*

To reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner.

### *FY20 Financial and Operations Summary*

General Fund FY20 expenditures totaled \$11.7 million and revenues \$12.6 million, representing a slight increase overall from FY19 (figures are unaudited).

The COVID-19 global pandemic impacted all aspects of CSWD operations during the fourth quarter.

When the pandemic hit, CSWD immediately assessed the best ways to continue serving the public during the State of Emergency and beyond. After a brief shutdown to deep-clean and assess operations, the District reopened its Environmental Depot hazardous waste facility in South Burlington as well as Drop-Off Centers in Williston, Essex, Milton, and South Burlington to quickly serve the most concentrated population areas. We instituted new configurations and policies at all public-facing facilities to ensure the safety of our staff and customers and to enhance the efficiency of operations during and beyond COVID-19 conditions.

The CSWD Materials Recovery Facility (MRF) in Williston continued receiving, sorting, and marketing mandated “blue-bin” recyclables uninterrupted. The Organics Diversion Facility in Williston likewise continued processing leaves and food scraps into Green Mountain Compost soil amendment products.

CSWD Outreach & Communications efforts emphasized the July 1, 2020 statewide ban on disposing of food scraps in the trash leading up to the State of Emergency and helped the public navigate CSWD operational changes via the District Hotline, website, social media, and virtual presentations.

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CSWD does not receive tax or “per capita” funding from the State or member municipalities.

*The full CSWD FY20 Annual Report will be issued and posted at [www.cswd.net](http://www.cswd.net) by 2/1/21.*

## Vermont Department of Health Local Report

### Burlington District, 2021

**At the Vermont Department of Health our twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters. More info on your local health office can be found here: <https://www.healthvermont.gov/local>**

#### COVID-19

2020 has been a challenging year for Vermonters. However, the Vermont Department of Health has been recognized as a national leader in managing the virus. This is what the Health Department has done in your community:

- COVID-19 Testing:
  - Since May 2020, the Health Department has provided no-cost Covid-19 testing. Through November 17, 2020, the Vermont Department of Health has held 509 testing clinics, testing 40,796 Vermonters. This important work helps to identify the spread of Covid-19 and is just one of the many ways your Health Department is promoting and protecting the health of Vermonters.
  - Statewide, 224,284 people have been tested as of November 30, 2020
- COVID-19 Cases:
  - As of November 25, 2020, Vermont had the fewest cases of COVID-19 and the lowest rate of cases per 100,000 population of all 50 states.
  - Statewide, as of November 30, 2020, there have been 4,172 cases of COVID-19
- Even more up-to-date information can be found on the Health Department's website: <https://www.healthvermont.gov/currentactivity>

#### Additional Programs

In addition to the COVID-19 response, the Health Department has programs such as influenza vaccinations and WIC.

- [Flu Vaccinations: Protecting people from influenza is particularly important in 2020, as the flu may complicate recovery from COVID-19. \(Data is as of November 17, 2020\)](#)
  - [Approximately 213,000\\* Vermonters have been vaccinated against the flu this season \\*\(Due to technology outages, flu vaccinations given are underreported by approximately 25%-33%.\)](#)
- [WIC: The Women, Infants, and Children Nutrition Education and Food Supplementation Program remains in full effect, though much of the work that was done in person is now being done remotely through TeleWIC. \(Data is as of October 20, 2020\)](#)
  - [11,308 infants, children, and pregnant, postpartum, and breastfeeding people were served by WIC in Vermont, either in traditional format or TeleWIC](#)

Learn more about what we do on the web at [www.healthvermont.gov](http://www.healthvermont.gov)

Join us on [www.facebook.com/healthvermont](https://www.facebook.com/healthvermont)

Follow us on [www.twitter.com/healthvermont](https://www.twitter.com/healthvermont)

## VSNIP

The VT Spay Neuter Incentive Program (VSNIP), under VT Economic Services, helps income challenged care-providers of cats & dogs neutered for \$27.00. The balance is paid ONLY by a \$4.00 fee added to the licensing of dogs, and put into a designated account.

VSNIP is now at “0” funding due to dogs not being registered at least by six months of age. Required by law, a rabies vaccination enables your dog to be licensed. While town offices may not be open to the public, dogs *can* be licensed. Call, provide the rabies certificate, include a check for that amount, and a SASE. **Rabies IS in Vermont and IS deadly.** Tractor Supply Stores are now holding monthly rabies clinics again! Call for their schedule.

**Licensing a dog:** 1) identifies your dog if lost, 2) provides proof that your dog is protected from rabies in the event your dog is bitten by a rabid animal {but would still need immediate medical attention}, 3) bites another animal/person, which could result in the quarantine of your dog or possibly euthanasia to test for rabies if your current vaccination isn't proven, 4) helps support VSNIP to address the over-population of cats and dogs in VT, and 5) **\$3590. List of dogs and wolf-hybrids not licensed states, in part ...** “the municipal clerk shall notify the owners or keepers of all dogs and wolf-hybrids named on the list that have not already been licensed or inoculated, and after May 30 shall furnish to the legislative body a list of dogs and wolf-hybrids not licensed or inoculated as required by law. **Owners shall also be notified that unlicensed or uninoculated dogs or wolf-hybrids may be destroyed.** No one want this, so vaccinate & register – for the protection of your animals and people!

For an application for VSNIP, send a SASE to: VSNIP, PO Box 104, Bridgewater, VT 05034. Indicate if this is for a cat/dog or both. 802-672-5302

.....

VT Volunteer Services for Animals Humane Society has held a “DRIVE UP & POKE! RABIES CLINIC” for several years now. This type of clinic allows us to maintain a safe distance from people while vaccinating dogs and cats. All people stay in cars, masks are required. Pre-registration is encouraged. If you would like the paperwork, we've developed to share with whomever usually does rabies clinics in your area, we'd be happy to share. Thanks! Sue Skaskiw, VVSA Director/ VSNIP Administrator: 802-672-5302.

### **TRACTOR SUPPLY STORES: RABIES CLINICS FOR CATS & DOGS.**

CALL AHEAD TO BE SURE INFO IS CURRENT

Middlebury: 476 Foote St. 382-9292 TIME: 9:30 – 11:00 12.5.20 / 1.2.21 / 1.30.21 / 2.27.21 / 3.27.21  
Montpelier: 352 River St. 223-2246 TIME: 4:00 – 5:30 12.6.20 / 1.3.21 / 1.31.21 / 2.28.21 / 3.28.21  
Morrisville: 88 Center Rd. 888-2010 TIME: 1:00 -2:30 12.6.20 / 1.3.21 / 1.31.21 / 2.28.21 / 3.28.21  
St. Albans: 2636 Highgate Rd. 524-0705 TIME: 4:00 – 5:30 12.5.20 / 1.2.21 / 1.30.21 / 2.27.21 / 3.27.21  
Shelburne: 3708 Shelburne Rd. 985-4092 TIME: 1:00 – 2:30 12.6.20 / 1.2.21 / 1.30.21 / 2.27.21 / 3.27.21

# **2020 Annual Report**

## **Champlain Valley School District**



The Champlain Valley School District's Annual Report including the proposed annual Budget and annual Report Card is available in the following ways:

Posted on the web at HYPERLINK "http://www.cvsdvt.org" [www.cvsdvt.org](http://www.cvsdvt.org),

Upon request, a printed copy will be sent to you at your home address.

Please call 985-1914, or a printed copy may be picked up at your local school or town office.

This report includes information that is no longer in the local annual Town Report.

## CHAMPLAIN VALLEY SCHOOL DISTRICT SUPERINTENDENT OF SCHOOLS REPORT



Dear CVSD Community Members,

In 2020, we learned to be more flexible, more nimble, more collaborative, and more resourceful. The pandemic that threw us all in lock-down and fully remote learning in March taxed our resiliency and creativity. Still, one thing was true; teachers, support staff, food service workers, custodial staff, bus drivers, and administrators stepped up to the plate. Over the course of one long weekend, teachers and administrators developed on-line schedules and lesson plans; custodial staff figured out new schedules for greatly expanded cleaning routines, food service providers along with bus drivers, figured out how to provide and deliver breakfast and lunch to all children under 18 years of age - a greatly expanded mission that they nonetheless embraced enthusiastically. Principals, special education administrators, and central office personnel figured out how to best provide supports and resources so that we could provide the best experiences possible for our students. Families struggled to figure out child care. Students struggled to adjust to a life without school and play friends. Teachers struggled to provide ways to provide the experiential experiences they knew were important to student learning. We learned a lot from this experience; we recognized how much we still needed to do, and we used what we learned to develop better online learning opportunities.

During the summer, CVSD educators took classes and participated in learning groups to extend their online teaching expertise. Teams of teachers and administrators worked to develop more rigorous and engaging learning structures and plans. They worked together to focus on social emotional learning and academic standards. As the Safe and Healthy school guidance changed, so did our plans. When school finally opened in September, we had 360 students enrolled in a locally developed online Virtual Learning Academy. Our students K-12 were in a hybrid structure attending school in identified learning pods two days a week. As soon as we started, we began to work on bringing our youngest students in for four days per week in-person learning. By the end of November, all of our Grade K-6 students were in school in-person four days per week. Meanwhile, our teachers and administrators continued to find ways to add rigor, relevance, and substance to the remote days.

Meanwhile, our work continued in critical areas. In the spring, we launched a search for a Diversity, Equity, and Inclusion (DEI) coach. Ultimately, this search failed, but what we learned from the process has positioned us to do a more comprehensive and extensive search for a Director of Diversity, Equity, and Inclusion. We established DEI coaches in each of our schools, led by two part-time coordinators. All educator groups, including the CVSD School Board, are participating in professional development. A board subcommittee, supported by Jeff Evans and Meagan Roy, is developing Indicators of Educational Equity. Recruitment and selection of diverse candidates is a priority.



Our focus on early literacy continues. Our commitment to continuous improvement is intact. As we plan for a return to a normal school year, we will have the benefit of the math and literacy assessment systems put in place this year. These quarterly assessments provide us information about how well our students are learning the identified core proficiencies. Currently, it helps us identify who needs additional support, re-teaching, or challenge. It will also help us as we pivot to “recovery” and plan an expanded summer program.

It has been an incredibly busy year. Through it all, I am proud of our teachers, our paras, our staff, and our administrators for their focus on doing what’s right for our students. I’m proud that the system has remained calm and steady. I’m proud to work with individuals who show character, kindness, and generosity in everything they do, even as they themselves are challenged by this new world reality. I know the system is strong, and I know we will come out of this time with an even greater focus on making education for all our learners equitable, engaging, and authentic.

This is my last annual report as I will be retiring in June. I am grateful for the privilege and opportunity to have served the Chittenden South/Champlain Valley communities. It has been an honor!

With gratitude and appreciation,



Elaine F. Pinckney

Superintendent of Schools





## **CHAMPLAIN VALLEY SCHOOL DISTRICT BOARD CHAIR ANNUAL REPORT**



It seems a lifetime ago since I sat down to write the Board Chair's letter for the CVSD annual report before our last Town Meeting in 2020. Much has changed since that preCOVID day, but one thing remains the same - our dedication to providing the best education for all of our students at a reasonable cost to our community.

The District's efforts these past nine months have been Herculean. Switching from in-person learning to fully remote learning, and then to a combination of the two models, has been unprecedented and difficult. This was a huge ask of every CVSD employee, student and family, many of whom were affected by job insecurity and personal health risks due to COVID 19. The Governor's orders and guidance from the Agency of Education directed the work. Our administrators pursued all available funding sources to ensure no child went without a meal or the technology to access learning, and frequently they switched strategies to accommodate changing guidelines. Teachers and staff worked tirelessly to ensure that they stayed connected and engaged with students to maximize learning in this new environment.

While our schools may not have functioned as "normal," the Board has continued to ensure that all of our students are capable of becoming citizens who can think creatively and critically, live responsibly and respectfully, learn actively and collaboratively, contribute positively to the community and pursue excellence. We passed several policies this year in support of that mission, most notably our Equity policy, which states:

*The Champlain Valley School District (District) is committed to the success of every student, regardless of race, ethnicity, religion, family economics, class, geography, ability, language, gender, sexual orientation, gender identity, or initial proficiencies. The Champlain Valley School District Board of School Directors (Board) holds itself and all District and school-site decision-makers, faculty, and support staff accountable for building a District-wide commitment to equity. The District will incorporate principles of equity within all policies, programs, operations, practices, and resource allocations.*

Throughout the school year, our equity work will continue with attention to Board common reads, identifying indicators necessary to monitor the equity policy, and hiring a director of equity, inclusion, and diversity.

Through committee work, the Board is also continually focused on understanding the impact of COVID on our student outcomes and budget implications. Our Indicators Committee has focused its time on both the results of short-term assessments administered during COVID and longer-term, high-level indicators of success. Our Human Resources committee led the board to successfully negotiate a one-year contract with both the teacher's union and the union representing the support staff. This was the first contract wherein health care was negotiated at the state level. As a result of that contract, the Board, administration, and union representatives have formed a committee to look more deeply at revising the District-wide salary schedule.

The March 2020 renovation bond passage to address significant facility needs in our schools is a silver lining of the pandemic, as we can now obtain that bond at historically low-interest rates, minimizing the

cost to our community. Although the state of emergency due to COVID has delayed the onset of some work, the District has been able to efficiently address several immediate capital needs such as roof upgrades, sidewalks and parking lots, HVAC, and lighting.

This past summer Superintendent Elaine Pinckney announced her retirement effective June 30, 2021. We have been incredibly blessed to have had Elaine as our District leader for fifteen years. Her collaborative leadership style, systems thinking, strong communication skills, and focus on what is best for each student have transformed education in CVSD. Her lasting and productive impact on our District cannot be overstated. The Board has engaged the firm of McPherson and Jacobson to facilitate the search for a new Superintendent, with the intent to have an identified candidate before Elaine's retirement.

While it has taken a coordinated effort to get us this far, our children will need continued support in the coming years to offset the challenges brought about by the pandemic. I join the Board in thanking you for your continued support and trust in our schools. I would also like to thank board members Ray Manier of Hinesburg and Jeff Martin of Charlotte for their time in service to the Board. Before being elected to the CVSD Board and serving on the finance committee, Ray served as a Hinesburg representative on the CVU Board. And after serving on the legacy CCS board, Jeff has served as the Board clerk and most recently as vice-chair of the CVSD Board. We will miss their experienced, thoughtful, and reasoned discourse on the Board.

Respectfully submitted,  
Lynne Jaunich  
CVSD Board Chair



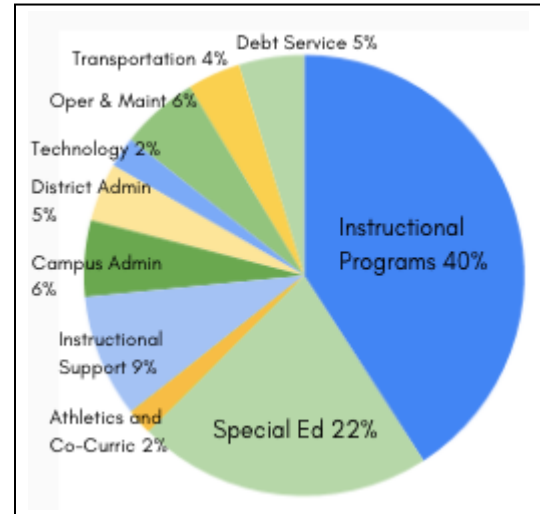
## **CVSD PROPOSED BUDGET INFORMATION**

FY21 Budget	\$82,398,769
<b>FY22 Budget</b>	<b>\$85,285,440</b>
Percent Increase	3.5%

<b>Expense Changes FY21 to FY22</b>	
FY21 Budget	\$82,398,769
<b>FY21 to FY22 Increases/Decreases</b>	
Salary	\$910,848
Health Insurance	\$779,247
Special Education	\$813,591
Other Benefits	\$195,018
Supplies, Materials, Energy	\$98,568
District Initiatives	\$66,559
Debt Service	\$22,840
<b>FY22</b>	<b>\$85,285,440</b>

### **CVSD Board Budget Goals**

- Support implementation of Mission and Vision
- Meet or Exceed Education Quality Standards
- Implement key initiatives
- Implement and continue to improve the budget process, including the focus on community input
- ...at a cost the community will support



This budget assumes a return to a normal, 5-day per week in-person instruction beginning in August. While additional educational supports for students are expected to be needed, CVSD will manage this with existing staff.

## ***BUDGET IMPLICATIONS***

### ***Homestead Tax Rate***

The forecasted state-wide homestead yield is \$10,763 which, based on the state's formula, produces a pre-CLA equalized homestead tax rate of \$1.56 (per \$100 of property value) for the CVSD towns. Adjusting for our 2¢ consolidation incentive, our equalized tax rate becomes \$1.54. Actual tax rates are adjusted further in each town for a statewide Common Level of Appraisal (CLA).

### ***Equalized Tax Rate***

<b>FY '21</b>	<b>FY '22</b>	<b>FY '22 After 2¢ Consolidation Incentive is Applied</b>
\$1.51	\$1.56	<b>\$1.54 = Adjusted Equalized Tax Rate</b>

### ***CLA and Actual Homestead Tax Rate with CLA Applied***

Adjusted Equalized Tax Rate = \$1.54	Common Level of Appraisal or CLA, issued 12/2020	Est. Actual Homestead Rate w/CLA Applied	Chg. From Previous Year
Charlotte	95%	\$1.62	5.5%
Hinesburg	93.9%	\$1.64	9.0%
Shelburne	91.5%	\$1.68	6.0%
St. George	84.8%	\$1.81	9.3%
Williston	92.0%	\$1.67	5.5%

### ***Cost Per Equalized Pupil***

<b>FY '21 Cost per Equalized Pupil</b>	<b>FY '22 Cost per Equalized Pupil</b>	<b>Percent Change</b>
\$16,585	\$16,751	<b>1.0%</b>

### ***Property Tax Relief***

You may be eligible for an education property tax reduction that will be applied to your 2021-22 tax bill if your household income is less than \$138,250. To apply for tax relief, contact the Vermont Department of Taxes at [www.tax.vermont.gov](http://www.tax.vermont.gov) or 802-828-2505.

# What a Difference a Year Makes!



New Town Treasurer, Mary Gratton, and Finance Director, Shirley Goodell-Lackey, having some fun with the new plexi-glass shields at the Clerk's Office counter space.

The Public Works department worked very quickly in many ways this year to help keep all town employees safe in one way or another. This new safety shield was custom built by Jeff Smardon. It was an essential piece of equipment needed to keep employees somewhat separated from the workers who needed critical access to the Public Records that the Clerk's office is responsible for. This allowed us to stay open by appointment during this pandemic.



We are so fortunate to have some of the best planters in town, care of our very own Lynne Keefe from our HR and Finance Department!



An outdoor, socially distanced, and masked swearing in ceremony for Town Manager Erik Wells, with Selectboard Chair Terry Macaig.



With the help of the Williston Police Department, we were fortunate to secure a new recruit to the force in May of 2020. Officer K9 Duke came to us from Boonefield Labradors in New Hampshire. They breed and donate Labs for therapy and comfort dog positions. Duke was named through an election by the students at Allen Brook School and Williston Central School. He lives with Officer Matthew Cohen and his family. He is adored by all here at the Town Offices and by his fans all over the community. You may spot him in a number of places around town, including the schools, the banks, grocery and pet stores, just to name a few. We love you Duke and are so happy and lucky to have you around! We sure picked a good year to get a Comfort Dog!

