

**TOWN OF GRAND ISLE
SELECTBOARD
MINUTES OF THE MEETING
November 20, 2017**

I. CALL TO ORDER: Adam White called the meeting to order at 7:03PM.

Board Members Present: Adam White-Chair, Bill Baron-Vice Chair, AnnaMarie DeMars and Jeff Parizo

Board Members Not Present: Diane Cota present via speakerphone.

Community Members Present: Ron Bushway, Mike Donoghue, Phil Horican, Melissa Boutin and Rachael Griggs

II. GUESTS: None

Amend Agenda for Matters Not Listed:

III. REVIEW and APPROVE MINUTES: Bill Baron motions to accept the November 6, 2017 minutes as written. Jeff Parizo seconds, AnnaMarie DeMars abstains, three in favor and the motion passes.

IV. NEW BUSINESS:

Item from the ZAO – The Island Hub Parking: Jeff Parizo recused himself of the Selectboard and represents himself as the G.I. ZAO gave the following on parking on Town Property near The Island Hub. He wanted to state this is not about The Island Hub; it's about the Beaulieu property.

1. Town owns plus/minus 16 feet west from the Beaulieu property, the building that the Island Hub and apartments occupy. There is a water valve there as well.
2. People are parking there and using the driveway to the Giles property, formerly the Poquette property. This is now Town Property.
3. Ron Bushway said he recalls when the Hub was approved all parking was to be at the parking area across Hyde Road from The Island Hub.
4. ZAO Jeff Parizo said three or four weeks ago he had sent a notice to Mr. Beaulieu, the landlord of the building, stating parking is not allowed on this property. No response was received.
5. Jeff Parizo sent the second notice last week warning Mr. Beaulieu he would be doing a notice of violation.
6. A third notice will be sent and if still no response after seven days the decision by the Selectboard would be to put riprap at site to eliminate the parking.
7. Fran LaFromboise, The Hub owner said there are reserved parking spaces across from the Hub for the two tenants as well as two handicap parking spaces.
8. The Selectboard agreed that this is a safety issue and if riprap is used it will be close enough to Hyde Road so no one will be able to park there.

Jeff Parizo returns to the Selectboard.

BCA Guidebook: Bill Baron said Joe Longo, G.I. Lister, put together a handbook for use by BCA members that needs to go through Melissa Boutin, Town Clerk. It is to be used when

BCA members go on a site visit. Melissa said she has a similar handbook that is available at the Town office.

Town Informational Night – Power Point Presentation: Bill Baron said it's time to think of what the Selectboard wants to present at the March 5, 2018 information meeting. He asked for pictures and thoughts of what each Department, Board and Committee has accomplished throughout the year if this is what the Board wants to present to the residents.

Diane Cota joined in via speakerphone:

Recreation Park: AnnaMarie DeMars said now that the Town owns land from the State she feels that hunting should not be allowed at Donaldson Recreation Park. Adam White said the Recreation Committee and someone from Fish and Wildlife will be invited to the December 4, 2017 Selectboard meeting to further discuss these topics.

V. OLD BUSINESS:

MOU Between the Town and GIVFD: Bill Baron handed out copies of the MOU that he and G.I. Fire Chief Todd Boutin and Assistant Chief Joe Clark have slightly revised. Chief Boutin is sending a copy of the MOU to the attorney they use.

Jeff Parizo motions to proceed to let the Town Attorney Stitzel Page and Fletcher look at the MOU as well. AnnaMarie seconds the motion, Jeff Parizo, Diane Cota, AnnaMarie DeMars and Bill Baron all in favor, Adam White recuses himself. The motion passes.

VLCT Inspection Regarding GIVFD Training Trailer at the Transfer Station: Adam White reported VLCT had two issues, no locks on the two doors and lack of No Trespassing signs at the burn trailer or on the entrance gate to the Transfer Station. Chief Boutin will deal with the locks and the signs on the burn trailer and Ron Bushway and Brad Sheridan will install No Trespassing signs on the gate entrance and on the door to the recycling building.

Conflict of Interest Policy: Temporary policy to be discussed at the December 4, 2017 Selectboard Meeting.

Fire Station Update: Bill Baron gave the following update:

- 1) Project is four to six weeks behind schedule for exterior work, on schedule for interior elements. Landscaping and finish grading will be held in abeyance until spring 2018.
- 2) Siding contractor scheduled to begin work on Monday, November 20, 2017.
- 3) Brookfield Service, generator provider, continues to experience supply problems with the Automatic Transfer Switch (ATS).
- 4) Budget on track, but very tight.
- 5) Next project meeting will be held on Tuesday, December 5, 2017. Participants to include: Nate Hayward, Linc Prescott, David Roy, Todd Boutin, Joe Clark, and Bill Baron (sub-contractors as needed).
- 6) Final version of the Fire Station occupancy and use Memorandum of Understanding (MOU) presented to Selectboard members. GIVFD (Boutin and Clark) to have the document reviewed by an attorney; Town to have MOU reviewed by David Rugh, Town Attorney.

- 7) O&M cost estimates being developed...will be presented for inclusion in December budget discussions. Ray Mitchell and Bill Baron will be compiling information for a comprehensive O&M manual.
- 8) Nate Hayward indicated the new Fire Station should be ready for occupancy, minus the completion of siding, before the end of 2017. Selectboard agreed to allow occupancy by GIVFD prior to having all of the exterior elements finished. Occupancy is contingent on signed MOU, approval by VT Division of Fire Safety and the completion of all building mechanical, electrical and life safety systems.
- 9) County Chorus will be using the new parking lots on the evening of December 9, 2017. The holiday choral presentation is being held at the nearby Methodist Church.
- 10) Melissa Boutin, Town Clerk and Treasurer, presented several options for long term project financing.
 - A) Peoples United – not interested
 - B) Vermont Bond Bank – 3.154% interest rate, 20 year duration, Melissa to contact Bond Bank to determine if the interest rate is fixed and if the bond is rewritten each year. December 20, 2017 application deadline for spring 2018 bond issue. Application is 40 pages in length. Selectboard agreed to meet on Monday, December 4, 2017 to further discuss financing options.
 - C) Peoples Trust – 3.95% fixed interest rate for 20-year period. (Note: interest rate quote is valid for 30 days)
 - D) Municipal Leasing – no information received

Highway Update: Ron Bushway, Road Commissioner reported:

1. Highway Department has finished helping South Hero with their sand pile.
2. Two items left to be completed at the Annex, build a berm and install an entrance apron.
3. Auto car broke down and continues to have problems.
4. Discussed replacement of the auto car being first priority and the tractor used for mowing which is also constantly in need of repairs.

Buildings Facilities Manager Update: Ron Bushway, Building Facilities Manager gave the update:

1. **Outside Library Light Instillation:** The outside light on the west side of the Library has been installed.
2. **Open RFP Bids (Town Office):** Ron Bushway handed Adam White the three bids received. Adam opened and read the bids from
 - P.A Horican from Grand Isle - \$15,171.49.
 - Millbrook Building and Remodeling for Essex Jct., VT - \$15,750
 - Landry Carpentry from Grand Isle, VT - \$18,701.37

Bill Baron motions to accept the low bidder, which is P.A. Horican contingent on review by the Buildings Facilities Manager to be sure the scope of work is accurately presented in the proposal. Jeff Parizo seconds, AnnaMarie DeMars, Jeff Parizo, Bill Baron and Adam White in favor. Motion passes.

Jeff Parizo said the builder is to report to Ron Bushway and not the Selectboard.

VI. REVIEW ORDERS and PAY BILLS: Adam signed all paperwork after brief questions.

VII. EXECUTIVE SESSION: None Held

VIII. ADJOURNMENT: AnnaMarie motions to adjourn at 8:50pm. Diane Cota seconds, all in favor and motion passes.

Respectfully submitted,

Rachael Griggs, Selectboard Secretary

Adam White, Selectboard Chair

Date: _____

Date: _____