

**TOWN OF GRAND ISLE
SELECTBOARD
MINUTES OF THE MEETING
January 9, 2018**

I. CALL TO ORDER: Adam White called the meeting to order at 6:00PM.

Board Members Present: Adam White-Chair, AnnaMarie DeMars, Diane Cota and Jeff Parizo

Board Members Not Present: Bill Baron-Vice Chair

Community Members Present: Dwight Bullis and Shawn Mercy – Planning Commission, Phil Horican, Melissa Boutin and Rachael Griggs. Donna LeClair, Eric Godin, Mark Cobb and David Graham arrived later.

II. GUESTS: None

Amend Agenda for Matters Not Listed: None

III. REVIEW and APPROVE MINUTES: None

IV. NEW BUSINESS:

ZAO Position Opening: Shawn Mercy along with Dwight Bullis, were present to discuss potential questions that may arise from advertising the open ZAO position. Since they will be fielding the applicants the PC needs to know the number of hours, rate of pay and what benefits there may be.

After some discussion the following was decided:

1. The number of hours needed is 24 to 32 hours per week.
2. Salary will be based on experience.
3. The PC will get the applications, review them and determine who is eligible for an interview and who is meeting the needs that fit the Town.
4. Melissa Boutin, Town Clerk would line up interviews.
5. A resume is requested and the deadline for submitting the resume is January 23, 2018.
6. The position will be advertised on FPF, VLCT, the Town website, and in the Zoning listserv email.
7. A special PC meeting will be held on January 30, 2018 for interviewing. Hopefully there will be a qualified applicant that the PC can recommend to the SB for their first meeting in February.
8. Adam asked that when the PC submits their recommendation to the SB that the persons resume is included in the letter for review by the SB.

Approval for New DRB Members: Donna LeClair, DRB Clerk passed out a memo to the Selectboard with the names of four individuals who sent letters of interest to fill the vacant seats on the DRB. She said the DRB presently consist of one full-time Board member -Fran LaFromboise, and requests appointment of these four individuals.

Diane Cota made a motion to appoint Bill Atherton, one-year term, Joe Longo, three-year term, Joseph Steffen, two-year term and Kristy Wheel, one-year term to serve the remainder of the two-year term vacated by Larry Caron. Jeff Parizo seconds the motion, all in favor and the motion passes.

Donna LeClair said there is still a need for another Alternate. She also said she will send letters to these four applicants to let them know they were appointed to the DRB along with copies of Rules and Regulations and Conflict of Interest Policy. Donna will tell them the DRB has a full Board and can meet on January 17, 2018.

Donna LeClair will talk with Linda Effel about training for the newly appointed DRB members.

- V. **OLD BUSINESS: Budgets:** AnnaMarie DeMars asked about insurance. Melissa Boutin, Town Clerk/Treasurer said there has not been a review of employee benefits since 1998. After discussing health insurance, the BC/BS plan that is offered to qualified employees, Jeff Parizo suggested it would be best to wait to see how the State health care pans out.

Melissa Boutin passed out the draft budgets to each Board member, which they all reviewed line by line.

The budgets should be finalized at the next Selectboard meeting on January 15, 2018.

- VI. **ADJOURNMENT:** AnnaMarie DeMars made a motion to adjourn at 7:55pm. Jeff Parizo seconds the motion, all in favor and the motion passes.

Respectfully submitted,

Rachael Griggs, Selectboard Secretary

Adam White, Selectboard Chair

Date: _____

Date: _____