

**TOWN OF GRAND ISLE  
SELECTBOARD  
MINUTES OF THE MEETING  
February 5, 2018**

**I. CALL TO ORDER:** Adam White called the meeting to order at 7:00PM.

**Board Members Present:** Adam White-Chair, Bill Baron-Vice Chair, AnnaMarie DeMars, Diane Cota and Jeff Parizo - Rachael Griggs, SB Scribe

**Community Members Present:** Ron Bushway, Tyler Hermanson, Susan Lawrence, William LeClair, Donna LeClair, Phil Horican, Cheryl Titus and Melissa Boutin

**Amend Agenda for Matters Not Listed:** No matter to amend

**II. GUESTS: Tyler Hermanson- State E911 Specialist:**

1. Tyler Hermanson explained he does all the mapping and helps towns with addressing for 911.
  2. Tyler said he is here to express concerns for certain areas within our Town.
  3. He said much of what he is going to say is technically required but not mandated, no penalty, no fine the State can put on the towns.
  4. When 911 was established in 1998 they decided to keep everything on the local level as far as road naming, addressing and street numbering.
  5. The Selectboard has the ultimate decision on what is approved and what is used in the entire town. The State can't say one way or the other, however we do provide guidance.
  6. Primarily with the Town the largest issue is with the streets that are addressed backwards which means it's a terminal road so the road is a dead end. The numbering gets smaller as you go down that said road. Basically this leaves the Town with no room for expansion if say a house was to be built beyond that for addressing purposes.
  7. Provides a system with guidelines and standards on line that prevents issues with expansions.
  8. Tyler explained how the street number signs have been done in other VT towns.
  9. Two big concerns are the address numbering itself and the street sign postings.
  10. Google Map doesn't recognize letters in an address number such as 123A and 123B. This is the same for 911 as well. This is a big concern because emergency systems wouldn't be able to locate some homes.
  11. Tyler gave some of the examples of the streets in Grand Isle that are numbered backwards.
  12. Offered information for the Town to use.
  13. Recommends an ordinance of posting of addresses.
  14. Measuring is done by a computers measuring from driveway to driveway.
  15. Ultimately they hope to have a system for responders that make sense. For example all the even numbers are on the right.
  16. He explained how the 911 system works. 70% of calls are from cell phones and 90% of our calls go to Shelburne call center. If Shelburne is busy it rolls over to the next call center.
  17. Tyler passed out samples of maps other towns are using.
- Adam thanked Tyler for coming tonight.

**III. REVIEW and APPROVE MINUTES:** Diane Cota motioned to approve the January 15, 2018 minutes as written. Bill Baron seconds the motion, all in favor and the motion passes.

Bill Baron motions to approve the January 29, 2018 minutes with corrections provided, four in favor, Diane abstains and the motion passes.

Diane Cota questions if the use of the trust funds for the new Library would have to go to the voters. Adam said to talk with Melissa Boutin, Town Clerk for clarifications.

**IV. NEW BUSINESS:**

**Sign Road and Bridge Standards:** Bill Baron motions to sign the Road and Bridge Standards. Jeff Parizo seconds the motion, all in favor and the motion passes.

The Board would sign them at the end of tonight's meeting.

**Sign Emergency Plan:** Adam said this is a plan the Emergency Management Coordinator provides for the SB. This is due in April. Adam will reach out to Alan Arthur to see what needs to be done. The Selectboard will appoint a new EMC at the March informational meeting. The EMC would also attend the GICMAA meetings on the first Monday of each month.

**2018 Liquor Licenses:** Jeff Parizo asked if there has been any report of any issues with the catering people as far as law enforcement and people getting out of hand and was told there were not any.

Bill Baron motions to approve the 2018 liquor applications renewal for Creative Catering Grand Isle Lake House, the liquor license renewal for Ladds Landing and the liquor license renewal for A&B Beverage. Diane Cota seconds the motion, all in favor and the motion passes.

**Transitions:** Adam White said he has sent a list of contacts, VLCT, LCATV and attorney's information to the board members. After the election he will provide everyone with documents that are in the cupboard.

**Town Moderator:** Alan Arthur, due to health reason cannot do it this year. Adam will reach out to Rick Supernot and Gary Markus to see if one of them could be this years' moderator.

**Town Clerk Eligibility:** Adam reported that this has been brought up because multiple members of the Selectboard have been approached by multiple community members asking questions on what the eligibility is to be Town Clerk. You do have to be a registered voter of the Town of G.I.? What does it take to be a registered voter of the Town of G.I.?

Adam said that's where we are tonight and at the request of the SB he has reached out to the Town attorney and passed out the responses from the Town attorney.

1. Any questions about eligibility do go to the Board of Civil Authority.
2. The SB is part of the BCA they are not the board.
3. The BCA, in such a case consist of the Justice of the Peace and the SB.

4. Cheryl Titus said she had talked with J. P. (Isabelle) from the Secretary of State Election Division today and was referred to Will (Senning) and was told she was eligible.
5. Adam said they couldn't get too much into this because it would be for the BCA.
6. Adam said to be on the ballot you have to be a resident of G.I. He asked her if she has a dwelling here in Grand Isle that she lives at and she said she explained it all to Wells.
7. Answering the question of how long she has been a resident of G.I. She said she has something that is on the Secretary of States calendar that you can register to vote and submit your petition on the same day, which is January 29. She had registered to vote on Dec. 15, 2017.
8. Jeff asked where she was living on Dec. 15. Cheryl said what happened is she contacted J.P. (Isabelle) because she couldn't move in on Dec. 15, she had to wait until January and asked him at the time if it was a problem. He hadn't responded because it wasn't a problem.
9. Adam said it's nothing personal, it's when the Town of G.I. gets these (questions) we have to investigate. It's the BCA that needs to decide if it should come before the whole board because it is their jurisdiction, not the Selectboard.
10. AnnaMarie said to her knowledge this has never happened before. She doesn't think anyone has ever questioned anyone's residency.
11. Adam explained that at least every odd year the BCA reviews the voter checklists.
12. Bill asked what the concern is. Adam said that people have concerns if Cheryl is a resident or was a resident of G.I.
13. Adam said again for a full review it would need to go before the full board of the BCA. Even if the SB doesn't act on it the BCA could be called by a community member.
14. Adam said it is a democracy and we want to make sure an individual seeking Town Clerk, Town Treasure, Selectboard; Justice of the Peace is adhering to state law. We have had residents of the community bring this up and we wanted to give everyone a fair hearing as democracy is. We are just trying to do our due diligence. We have never had this come up before and are looking the process.
15. Cheryl asked if she is on the ballot at this time. Adam said at this time the Selectboard cannot determine if Cheryl is on the ballot.
16. Bill said it is not personal, that we are following the process.
17. Jeff said a lot of people live here but don't claim residency. We want to be sure those people aren't trying to run for office here. There is a process and the process is the BCA.
18. Adam said with this the SB does not have jurisdiction of the matter. Any individual concerned about this topic should look into how to file a complaint, how to convene the BCA.
19. Bill suggested Adam contact David Rugh to find out how to convene the BCA and Adam said he would send an email tonight.

## V. OLD BUSINESS:

**Consideration of Bond Documents:** Some of the documents have come back from the Town attorney with some amendments. Adam read them aloud. They will clarify them and have Melissa Boutin review them.

**Fire Station Update:** Bill Baron gave the following update:

- 1) The Volunteer Fire Department moved into the new station on January 24, 2018. Apparatus and basic equipment have been moved from the old station and the Fire Department members are now responding to emergency calls from the new station.

A complete transition from the old station to the new station will take several additional weeks.

- 2) Project status: all interior work is complete save a few fit and finish items. The siding contractor continues to make good progress on installing the metal siding. As previously mentioned, landscaping and finish grading will be held in abeyance until spring 2018.
- 3) The kitchen still requires a 36" electric range. Several suggestions for sources were given (Home Depot, Lowes, Marcotte and Bouchard Pierce).
- 4) Project budget spreadsheets were presented. Information included check register summary, allowance item details, change order summary and a reconciliation of the project expenses. It appears the estimated project surplus will fall between \$19,000.00 and \$25,000.00. This amount should cover most, if not all, of the interest payment due in April 2018.
- 5) The upgrade to paving is estimated to cost \$12,000.00. The paving will take place during the next paving season and will be tied into bidding for paving Town roads. Note: this additional paving was outside of the original project scope for the new Fire Station.
- 6) Bill Baron will no longer be serving as a Selectboard member after March Town Meeting Day. He has volunteered to continue to be the project liaison between the Town, Hayward Design Build and the Grand Isle Volunteer Fire Department. Duties mentioned included budget tracking, follow up on fit and finish items, monitoring spring/early summer exterior work and developing an Operations and Maintenance Manual. Bill will present a letter at the next Selectboard meeting outlining responsibilities of a liaison.
- 7) Bill Baron will be speaking with Geoff Green, Act 250 District Coordinator concerning the planned pathway from behind the new Fire Station to the Town Office. The pathway makes no sense at this time and should be held in abeyance until the planning process is complete for the Poratti property and the old Fire Station. Bill Baron may need support from the Planning Commission.
- 8) Ray Mitchell and Bill Baron will be compiling information for a comprehensive O&M manual.

Bill also gave a review of the financials.

Bill said he would like to continue to be the liaison until the project is complete.

Adam asked Bill to write up what he does with the fire station

**Highway Update:**

**Report on measurement of Sign at Quaker Cemetery:**

Ron Bushway, Road Commissioner said he didn't go to measure but that Brad Sheridan, Road Foreman did and there is about 5" from the right-a-way so the sign won't have to be moved.

02-05-18

They discussed the stop bars on some of the Town roads and that they are not placed close enough to the intersection and this is a danger. The stop bars should be moved up to a safer position.

Ron has received two bids for replacing the mowing tractor. He should have all three bids to present to the Selectboard at the meeting on February 19.

**Buildings Facilities Manager Update:**

Ron Bushway, Building Facilities Manager has spoken with Alan Landry about making and replacing the shutters at the Log Cabin and School House. Landry is willing and would build them at his shop.

Adam reminded Ron that he is authorized to use up to \$1200 per project, so the Log Cabin could be one project and the School House could be another.

Bill said they are still cleaning out the old fire station and hopefully in a couple weeks the heat may be able to be shut off.

Ron said the roof at the old School House might have lead in the paint. Adam said it was last painted around 2005 or 2007 so there should not be any lead paint. Suggestion was to strip down to bare metal. Ron will do an RFP for painting vs new roof.

**VI. REVIEW ORDERS and PAY BILLS:** No questions were asked.

**VII. EXECUTIVE SESSION:** None Held

**VIII. ADJOURNMENT:** AnnaMarie motioned to adjourn at 9:00PM. Diane seconds the motion, all in favor and the motion passes.

Respectfully submitted,

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Rachael Griggs, Selectboard Secretary

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Adam White, Selectboard Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_