

**Town of Grand Isle  
Minutes of Planning Commission  
January 16, 2018**

**Board Members Present:**

Shawn Mercy, Chair  
David Graham, Vice-Chair  
Dwight Bullis  
Jeff Parizo  
Melissa Boutin

**Absent:**

Andy Paradee

**Guests:**

- A. Meeting is called to order at 7:06 PM by Shawn Mercy, Chair.
- B. Removal of agenda items: Remove Guests as there is none in attendance.
- C. Guest(s): N/A
- D. Capital Budget Report: The document is reviewed and discussed. The highway one ton truck amount listed seems too expensive. Highway should be using state contract pricing as well as utilizing capital equipment reserve funds first. Some one needs to talk to Brad Sheridan and Ron Bushway for a better number. Currently there is @ \$69K in the capital equipment fund. If the capital equipment fund is used first for another tractor with a side arm mower then the truck should be financed for no more than 36 months. The transfer station is in need of replacing the autocar and the forklift is also noted. The autocar seems to rank priority. Not sure if there would be a trade-in. The transfer station as well has a reserve fund of @ \$61K. Highway garage will be left in at \$1M until some bidding has been done. The CIP&B is a working document and can be changed. The library amount was reduced to \$750K. This item is not ready for bidding as the highway garage is ranked first. Narrowing down for more accurate numbers and making sure the document content makes sense.
- E. Infrastructure Status: The highway garage is moving forward – looking to obtain a set of plans soon. Hopefully Tyler can get VT Trans approval, permits and work with GC/Builder. Nate Hayward should be included as well – IEC has software and printer to reproduce plans at their office. The Planning Commission needs to understand how the process works – RFP? Known right now is the need to amend waste water, layout site – driveway – building – salt shed too.

- F.** Other Meeting Attendance Update: David Graham informs other PC members that during a working group recreation meeting the use of additional state land was sketched out. The plan included additional parking, disk golf, cross country track around perimeter of fields and possible shooting range. Need to sell the ideas to the state in order to obtain more land.
- G.** Review & Approve Minutes: 01/02/18– A motion is made by Dwight Bullis to accept the minutes. The motion is seconded by David Graham. Members vote. Jeff Parizo abstained due to his absence. All others are in favor. Motion carried.
- H.** Matters not on the Posted Agenda: The town office has received two applicants for the ZAO position. Shawn Mercy opens the envelopes and passes for everyone's review. David Graham questions where zoning amounts show up in the CIP & B? Jeff Parizo explains those numbers which includes hours, benefits and seminars are in the zoning office budget not in the capital improvement plan & budget document. The deadline for applying for the ZAO position is on Tuesday, January 23, 2018 at 7 PM. Melissa Boutin will notify all PC members on the 24<sup>th</sup> as to who applied. Shawn Mercy suggests the resumes stay here at the town office but a copy scanned and emailed to PC members.
- I.** Agenda for next meeting on February 6, 2018:
- Removal of agenda items
  - Guest(s):
  - Capital Budget Report
  - Infrastructure Status
  - Review & Approve 01/16/18
  - Update from any other meeting attendance
  - Adjournment

The next meeting of the Commission is scheduled to be held 7PM on Tuesday, February 6, 2018 at the Town Office.

A motion is made by Jeff Parizo to adjourn. The motion is seconded by David Graham. Members vote. All are in favor. Motion carried. Meeting adjourned by Shawn Mercy at 8:28PM.

Respectfully Submitted: Melissa A. Boutin, Planning Commission, Scribe