

**GRAND ISLE SELECTBOARD  
AGENDA  
Monday July 16, 2018 - 6:30 PM  
Town Office Community Room  
9 Hyde Road, Grand Isle, VT**

**I. CALL TO ORDER:** Jeff Parizo called the meeting to order at 6:30pm

Board Members Present: Jeff Parizo-Chair, Diane Cota-Vice Chair, AnnaMarie DeMars, Eric Godin and Rachael Griggs

**Community Members Present:** Michael Inners, Denise Abbott Douglass and Kate O'Neill

**6:30 - Public Hearing on Capital Budget Plan**

Jeff Parizo recesses the regular Selectboard meeting to go into the public hearing on the Capital Budget Plan and asked if there were any comments.

- Michael Inners said it's good to see this project moving forward again. It's a good step for the Town for municipal planning.
- He said it seems unclear where the funding source goes such as general fund. It would be helpful to clarify what the plan is.
- Salt Shed – Jeff Parizo said the Town has the money for the salt shed. It was recommended by NRPC to not request a bond.
- Highway Garage – Jeff said once the PC gets closer with the final plan there will be a closer figure and not just an estimate.
- Michael Inners said it is likely the Consolidated Water District Number Four would be seeking a bond for around the year 2024. The construction bond will expire that year. There are a number of smaller projects for refurbishments such as piping. Half of our debt service has expired.
- Michael said they do have a Capital Budget Plan they are working on.

Jeff Parizo said this Capital Budget Plan that we have is a living document and will be looked at and changes will be made as the need arises.

AnnaMarie DeMars said she is happy people came to discuss the Capital Budget Plan and that they have confidence in the decisions made.

Rachael Griggs motions to approve the Capital Budget Improvement Program and Budget for 2018-2023 (6 years) submitted by Melissa Boutin, Town Clerk and Treasurer. AnnaMarie DeMars seconds the motion. All in favor and the motion passes.

Jeff Parizo said we are still in the public hearing for the Capital Budget Plan and has one thing he wanted to say. He would like to thank Melissa Boutin and Linda Effel for their hard work on it. They spent a lot of time and effort after NWRP kind of dropped the ball and put it back in our laps. That plan is complete because of Melissa and Linda. Otherwise the PC would still be working on it.

With that being said Jeff Parizo makes a motion to close the Capital Budget Plan at 7:00. Diane Cota seconds the motion. All in favor and the motion passes.

Jeff Parizo would like to start the regular Selectboard meeting at 7:00. All Board members are present.

**Community Members Present:** Michael Inners, Denise Abbott Douglass, Kate O'Neill, Colleen Bushway, Ronnie Bushway, Melissa A. Boutin, William Baron, Shawn Mercy, Jeff Martin, David Graham, Tyler Wren and Karen Allen.

**Amend Agenda For Matters Not Listed:** Bill Baron would like to attend EAB Seminar and Jeff added this under new business.

**II. GUESTS: Wrenegade Sports Bicycle Tour: Tyler Wren, Owner and Operator - Bike Tour in G.I. on 7/22 & 23:**

- Jeff Parizo thanked Tyler Wren for coming. He said we appreciate it and we are trying to get a handle on what bike groups are doing out here and inform residents you are coming, what to expect and be able to put it in the Islander and on FPF.
- Jeff said speaking for himself he is not against the bike groups.
- Tyler Wren said the mission is Farm Land Conservation and to support the farmers.
- It's a two-day event starting Saturday July 21 at Snow Farm Winery with the bike ride to be held on Sunday, July 22 starting at 8:30am.
- A safety plan is in place.
- Sheriff will have deputies around to help out.
- He explained there are four different groups and left a copy of the safety plan and maps.
- Starting at Snow Farm going north on West Shore Road and will ride on Rt. 2, Faywood Road, East Shore North and East Shore South.
- The furthest route is to Alburgh
- Diane Cota expressed concerns for riding more than two abreast and littering. Tyler said they have addressed these issues at their meetings. They place litter receptacles all around to take care of the trash.
- Jeff said on Rt. 2 the bikers ride two abreast but on the Town roads they tend to ride more than two. He said we want it to work for everybody.
- Diane said Rescue requests ID on the participants as well as listing any medications. Tyler said they have dispatchers on site.
- Eric Godin will put the tour notice on the Grand Isle website.
- It will put it on FPF.

Jeff thanks Tyler for coming and asked that he come back to a Selectboard meeting just to touch base and see how things went. He said he would and will contact Rachael to be added to the agenda.

**Recreation Committee:**

**a) Discuss Changing the Recreation Committee Membership from 5 to 7.**

- David Graham explained they would like to expand the Committee members from 5 to 7 explaining it will give more diversity.
- Asked if they have scheduled meetings, David said they set the next meeting date at the end of the meeting.
- Rachael Griggs said the Recreation Committee minutes need to be updated as the last date on the website is 2016. The guidelines for posting agendas and minutes need to be followed.

Diane Cota motioned that the Recreation Committee adds two members going from 5 members to 7 and using the appointment policy posting an ad in The Islander, on the Town website and the 3 places around Town for 7 days. AnnaMarie DeMars seconds the motion, all in favor and the motion passes.

**b) Woodchips under swings:**

- David Graham said there needs to be new wood chips put under the swings, as it hasn't been done for several years.
- Rachael Griggs asked if this should have been added into the Recreation Committee's budget for the new-year. David Graham said he would like to think the Town could be supportive by doing that. He said they like to use their budget money for programs.
- Jeff Parizo suggested doing a maintenance check every year, list the items needed and put as a line item as maintenance in the Recreation budget.
- Ron Bushway, Road Commissioner noted someone had ordered a special load of gravel for the Rec. Park under the Highway Department. He said Brad Sheridan, Road Foreman had a hard time figuring out where it went. Because it was delivered directly to the Park it generated an extra delivery charge. He explained that when gravel or dirt is needed the Highway Department would set it up so they could coordinate using one of the Town trucks. It has been paid out of the Recreation budget. David Graham will look into it and let the Board know how it happened.

**III. REVIEW AND APPROVE MINUTES:** Diane Cota motions to accept the minutes of July 2, 2018. Eric Godin seconds the motion, all in favor and the motion passes.

**IV. NEW BUSINESS:**

**Support for Solar Array:** Jeff Parizo said he sent an email to NRPC. In a letter received from the Public Utility Commission Net Meeting Rule it stated the PC and Selectboard would do a letter of support for solar arrays 500kw and under for net metering.

Diane Cota motions to accept the letter of support for the Solar Array across from the Annex, labeled as Sara Pettit's property off Allen Road. Eric Godin seconds the motion, all in favor and the motion passes.

**Bill Baron – Permission to Attend State Emerald Ash Borer Seminar:** Bill Baron would like permission as Town Tree Warden to attend the upcoming workshop held at VTC on the Emerald Ash Borer on July 25. The cost will be less then \$100.

Diane Cota makes a motion for Bill Baron to attend the July 25 Emerald Ash Borer Seminar. AnnaMarie DeMars seconds the motion, all in favor and the motion passes.

**V. OLD BUSINESS:**

**Town Highway Dept. Building Location:** Shawn Mercy reported the Planning Commission hired Tyler Billingsley from East Engineering to do a Feasibility Assessment of three properties owned by the Town. Listed are the benefits and drawbacks.

Site 1 – Town Annex located at 81 Allen Road (VT Route 314):

- Benefits: Town owned parcel, 4.2 acre lot offers adequate space for Town Highway Garage Facility, municipal water service available, sewer service built/permitted on-site and can be shared, State Highway Access currently approved.
- Drawbacks: Baseball field will be abandoned and will need to be relocated, minor wetland buffer impacts possible; line of site to east will need to be improved.

7-16-18

Site 2 – Town Stump Dump located on Route 2:

- Benefits: Town owned parcel, convenient access to Route 2, good lines of site in each direction.
- Drawbacks: Significant challenges to develop this lot based on wetlands and unknown/questionable fill, 1.75-acre lot may limit layout of the Garage facilities.

Site 3 – Behind Fire Station located off Hyde Road.

- Benefits: Town owned parcels, near other Town facilities (Town Office, Fire Station), municipal water service easily available.
- Drawbacks: Directly adjacent to a residential housing development, access to Hyde Road challenging and may have line of site issues, size/shape of combined lots may limit the layout of the Garage facilities.

Site 2 (Stump Dump) should not be considered for reasons listed previously in this report and noted above.

Site 3 (Behind Fire Station) may be feasible, however does have some significant drawbacks that should be considered.

Site 1 (Town Annex) offers the greatest benefits/advantages with relatively minor drawbacks.

East Engineering recommends the Town proceeds with Site 1 for the development of a new Town Highway/Garage facility.

Bill Baron said as an adjacent landowner he was disappointed that he was not included in any of these discussions. He is not against to the location. He would like to receive a written notice, not through postings. Jeff said it us up to the DRB to notify the adjacent property owners and said the next step would be to do a layout and working through the process, having Ronnie and Brad there as well. Diane said Shawn is just coming to us with the results East Engineering gave. Up to this point they didn't know what was available. This is the beginning. Shawn Mercy said there are ideas for the Town to save money. We have already saved on engineering cost. We have plans from Swanton we can utilize that would fit the needs of the Highway Department. Michael Inners asked if any consideration was done to use the old fire station. AnnaMarie said it was determined a few years ago that it wasn't big enough and there is not enough depth.

Jeff Parizo

Shawn said they wanted a non-bias engineer to do the research.

Jeff said the next step for the PC is to give the Town the two options.

AnnaMarie asked if they are other property owners that abut the Annex property and thought the DRB is the one to notify property owners in writing.

Shawn said it would behoove us to give two options. Jeff said first we need a pricing and we will keep pushing forward.

Re-capping the old fire station building:

- As for the old fire station, the building doesn't fit the needs.
- There is money for a salt shed but not room for it.
- The opinion at the time was to move the garage offsite, away from what may eventually be a Town Center.
- Limited choices especially regarding septic.
- Jeffords Steel, the structural engineer speculated everything out to bring it up to code and did not charge a dime. It included the steel, roof and siding. It did not include any cement work.

- It needs a new roof, new siding, and new front doors.
- Next step would be for a rendering from an architect to physically show what it would look like.
- Get a project manager to put together an estimate of what the full cost would be.
- Will need a rendering of the outside.

**Appointed Position Policy Discussion and Posting Agendas:**

Jeff Parizo said the policy was updated and signed by the previous Selectboard. After discussion the policy will remain.

**DC Energy-Security Cameras for Town Office:**

Adding two more cameras was approved at a previous meeting. We asked for the additional cost which is double for two extra cameras. DC Energy will discuss with Melissa Boutin regarding the locations of the cameras.

**Storm Water Permit – Roads:** - Moved to August 6, 2018 meeting.

**Discussion: Fred Rues Permit at 1 Griswold Road:** This permit for widening the entrance was started before the permit was signed by the Selectboard. Diane Cota said we need to make sure those requesting right of way curb cuts must be sure the permit has been signed before work is started. Ron Bushway said he instructed Brad Sheridan to explain this to people when requesting a permit.

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

- 1) Project status: fit and finish punch list items are being completed by Nate Hayward and the appropriate sub-contractors. A few warranty items need attention: door adjustments; outdoors light sensor adjustment, interior fan replacement or repair.
- 2) Budget: the project will exceed the budgeted amount by \$8,401.39. GIVFD, through funds raised for construction of the station, will cover this expense. Bill Baron met with Nate Hayward and reconciled final payment request in the amount of \$35,745.00. Bill Baron will coordinate final payment with Melissa Boutin.
- 3) Paving: Premier Paving completed installing the overlay course of pavement. Note: this additional paving was outside the original project scope for the new Fire Station. GIVFD will park fire apparatus in the old Fire Station until weather conditions allow the overlay to cool and harden. Melissa Boutin paid the Premier Paving invoice, in the amount of \$14,500.00, from the Fire Station construction account. The construction account should not be used for this payment. General fund dollars are to be used for the additional paving. Bill Baron will work with Melissa to correct the confusion. Eric Godin and Bill Baron will speak with Chief Boutin about using funds donated to GIVFD for paying the Premier Paving invoice. Eric will coordinate the meeting.
- 4) O&M manual: Ray Mitchell and Bill Baron will be compiling information.
- 5) Footpath: Bill Baron sent a letter to Geoff Green, Act 250 District Coordinator concerning the planned pathway from behind the new Fire Station to the Town Office. To date, there has been no response from Mr. Green. The Town considers this item closed.
- 6) Bill Baron presented an updated MOU between the Town of Grand Isle and the GIVFD. The updated MOU was signed and approved by Selectboard. Chief Boutin and

Assistant Chief Clark signatures are required. Eric Godin has the original MOU and will coordinate (with Bill Baron's assistance if required) securing signatures from Boutin and Clark.

7) Diana Cota and Bill Baron presented the final draft of the community space user agreement. The Selectboard approved the agreement and designated Diana Cota as primary signatory for the Selectboard with Eric Godin as back up. Bill Baron volunteered to oversee community requests for the use of the space for one year.

8) Mowing: Bill Baron asked the Selectboard and Ron Bushway to have the mowing contractor stop discharging grass clippings against the building. Also, it appears the contractor removed a survey pin marking the boundary between the Town and Champlain Housing property. Bill Baron will replace the pin. The Selectboard gave permission to spray a 1% solution of Roundup on weeds growing near the new Fire Station.

9) Bill Baron publically thanked Nate Hayward of Hayward Design Build for his patience, diligence, integrity and honesty in completing the Fire Station project for the Town of Grand Isle.

10) Unless issues or questions surface, this will be the final Fire Station update.

Jeff Parizo asked when the fire trucks would be moved back to the new station. Bill Baron said Chief Boutin and Brad Sheridan checked the pavement and noticed because of the hot weather it was still too soft. Once the weather cools the trucks can move back.

**MOU Between Town and Fire Department:** Diane Cota motions to approve the MOU between the Grand Isle Volunteer Fire Department and the Town of Grand Isle about the new fire station signed and dated this day July 16, 2018. Eric Godin seconds the motion, four in favor, Rachael Griggs abstains and the motion passes.

**G.I.V.F.D – Community Space User Agreement:** See number 7 above.

Jeff Parizo motions the Grand Isle Fire Station Community Space User Agreement dated July 16, 2018 be used in lieu of coming to a Selectboard meeting each time they have someone that wants to use the Community Space. A Selectboard person will be Diane Cota to sign it and Eric Godin will be the backup. In the future if those people change at that point will have to change the names.

Bill Baron wanted to thank Nate Hayward, Hayward Design for doing a topnotch job on the building.

**Highway Department Update:**

**Renewal of Curb Cut Access at 83 Adams School Road for Bo & Emily Rich:**

Ron Bushway, Road Commissioner said the curb cut is on hold, as some trees need to be cleared.

**Buildings Facilities Manager Update:**

**Applying Annex Rent Money to Maintenance of Annex Building:**

Ron Bushway, BFM said all light (fixtures) at the Annex building will be replaced July 30 and 31.

Jeff Parizo motions to apply the Annex rent money for this year 2019 to offset any maintenance of the Annex building. Diane Cota seconds the motion, all in favor and the motion passes.

7-16-18

- VI. REVIEW AND SIGN WARRANTS:** Rachael Griggs motions to sign the warrants of this meeting. Eric Godin seconds the motion, all in favor and the motion passes.
- VII. ADJOURNMENT:** AnnaMarie DeMars motions to adjourn at 8:42pm. Eric Godin seconds the motion. All in favor and the motion passes.

Respectfully submitted,

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Rachael Griggs, Selectboard Clerk

\_\_\_\_\_  
Jeff Parizo, Selectboard Chair

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

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