

**GRAND ISLE SELECTBOARD
MINUTES**

**Monday April 1, 2019
Town Office Community Room
9 Hyde Road, Grand Isle, VT**

I. CALL TO ORDER: AnnaMarie DeMars called the meeting to order at 7:00pm

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

Community Members Present: Ron Bushway, Donna LeClair, William LeClair, Mike Kemsley, David Leake, Glenda Leake, Denise Abbott Douglass, Emily Clark and Melissa Boutin

Amend Agenda For Matters Not Listed: Rachael to discuss procedures: Rachael Griggs said she wanted to review what we have to do when an item is brought up at a meeting that was not on the agenda when it was posted. The language states that this does not give a public body free reign to alter a meeting agenda at the last minute. She read the State Statute and said this should be brought up and read each March at the Selectboards organizational meeting.

II. GUESTS: Mike Kemsley - Northwest Solid Waste District:

- Mike said he has worked in the industry for 25 years
- Attended all the NSWD meetings
- There is going to be a lot of changes in the next ten or so years.
- Recycling problems were discussed
- 35% of waste stream is recyclable
- Anything bulky is very expensive to get rid of
- The main problems for recycling was when everything went to zero-sort
- The permitting process for distribution sites being a long process
- Casella has a monopoly on solid waste distributions
- The district manager would be willing to come to a Selectboard meeting

Eric asked Mike if he sees anything the Town could do to get ahead of this to let us know. Mike was thanked by the Board and asked if he would come to more Selectboard meetings to keep us up to date.

Dylan Degree, YOGI Chair: MOU Between YOGI and the Town - Moved to April 15 meeting.

III. REVIEW AND APPROVE MINUTES:

Motion to accept the meeting of March 18, 2019 as held – AnnaMarie:

AnnaMarie DeMars made a motion that we accept the meeting as held on March 18, 2019 and all business and motions that were made at that meeting remain the same. That is because she and Jeff Parizo were not able to take their oath before this meeting (after being reelected) and have since take them. Jeff Parizo seconds the motion. No further discussion, four in favor, Diane Cota abstains and the motion passes.

Approve Minutes of March 18, 2019: Eric Godin motions to approve the minutes of March 18, 2019 as written. Jeff Parizo seconds the motion. No further discussion, four in favor, Diane Cota abstains and the motion passes.

IV. POLICIES AND PROCEDURES:

2006 Traffic Ordinance Review:

- AnnaMarie asked if the Sheriff's Department should look at the ordinance first
- Jeff suggested since the Traffic Ordinance was written 2006 the town attorney should overview it first to reference the state statutes before we make any changes
- We should also update all the road's speed limits
- Rachael said if we make changes she would like it cleaned up a bit, change the location of the fire station building, spell out the word road and remove the redacted areas
- Jeff will contact Bethany Reamers, NWRP and ask about a traffic study of all our roads.
- Eric will send a pdf of the ordinance to the attorney

2005 Ordinance Regulation Construction and Acceptance of Public Highways Review:

- Jeff said he always wondered why we enforce people to build a road to standards if we have no intention to take it over. AnnaMarie said part of it is because of fire and rescue. Ron said also the utilities were buried under the roads and that's why roads went to 60 feet wide.
- Jeff thinks we should put a moratorium on (the Town) taking over a private road. We should get the language from the Town attorney then go to the Planning Commission to proceed.

Sign Conflict of Interest Policy Already Approved and Rules and Procedures Already Approved:

Rachael will change the date on the Conflict of Interest Policy and Rules and Procedures documents and have them at the Town office for the Board members to sign.

V. NEW BUSINESS:

Open Lawn Care Bids: AnnaMarie opened the two lawn care bids the Town received. Jeff read the lawn care bids from Platinum Property Management & Construction LLC and Totally Green Lawncare. After discussion a motion was made.

Jeff Parizo makes a motion to accept Platinum Property Management & Construction LLC, Chad Lussier located at 238 West Shore Road with the two-year contract for \$7,680.00 per year. Discussion continued regarding one or two years. Eric Godin seconds the motion. All in favor and the motion passes.

Green-up Day: AnnaMarie said she spoke with Melissa Boutin. The Recreation Department is not going to do a BBQ this year. It was decided that this year the bags would again be available at the transfer station and the Town office. There will be a sign-up sheet for people to list the streets they will be cleaning. Eric said he would talk with the Sheriff's Department as purple flags may be available to put down when drug needles/items are found. The information for green-up day will be posted on Front Porch Forum.

Review State Paper for Fire Warden Appointment – Diane wanted to say she tried to join the meeting via telephone but she wasn't able to discuss the Fire Warden Appointment.

She said because there wasn't a second to the motion to appoint the first person nominated there wasn't any further discussions, such as there are good reasons for a firefighter to be the fire warden. Eric said we need to have a procedure in place to have discussions when two or more people apply for appointed positions.

Eric said he believes that when appointments are to be filled the requirements such as to what date a letter is to be submitted to the Town Office and date stamped need to be followed. Rachael said she didn't realize at the time the two letters of interest she received and the one emailed to Diane should have been date stamped at the Town Office. She pointed out that the letter from Howard DeMars was received the day after he was appointed. From now on all letters of interest would follow the procedures and have the date stamped on the envelope and or letter.

VI. OLD BUSINESS:

Discuss Letter in Response to AT&T re: Cell Tower on Lovers Lane:

Emily Clark passed out information from the GICWD dated 3/8/03 regarding the conditions from the Development Review Board about future installation of communications facilities on commercial radio towers would be in accordance with the Zoning Bylaw in effect at the time of installation and may require additional approvals by the DRB. The applicant may install an antenna that does not increase the height of the structure and is used solely for operation of the water system.

After discussion it was decided that the Selectboard wait until after the Planning Commission meeting on April 2, 2019 to discuss writing a joint letter to the PUC stating our decision.

Pinwheels – AnnaMarie: AnnaMarie said we received our pinwheels that are for Child Abuse Awareness month which is April. She will contact the school and area businesses to ask them to put the pinwheels out as well as in front of some of the Town buildings. Diane will put the information as to what they are about on FPF and it will also be on the Town website.

Salt Shed – Diane:

- Diane said she is trying to get the ball rolling and would like to see the salt shed built before winter
- Jeff said it couldn't be built until the new Town garage is built
- Diane said we should start the discussion on building the new garage
- Jeff said he thought because of voting expenses we should wait until the next election
- Melissa Boutin, Town Clerk said we don't have to wait a year to have a vote. The majority of the expense of voting is getting the ballots printed and the memory card tabulated. Using a paper ballot isn't that expensive.
- Jeff said the next thing would be to get a cost analysis for the job and then go before the voters
- We have a thumb drive with all the new plans on it the architect has reviewed
- The suggestion is since Millbrook built the original building in Swanton we should go to Millbrook and ask for a cost analysis for the salt shed and the garage
- All the cost analysis for the dirt work is done
- All the other permits for the State are done
- It's just to get numbers on paper
- We are waiting for the wastewater and the DRB permit. Then we can set a date for a vote

Eric Godin made a motion that we contact Millbrook to get a cost analysis for the salt shed and the Town garage. Diane Cota seconds the motion. Discussion; Bill LeClair asked if the location is determined and what if someone doesn't want it there. Jeff said they would go to the DRB meeting and say so. Donna LeClair, DRB Clerk said it takes about three months for the DRB process. No further discussion, all in favor and the motion passes.

Rachael Griggs makes a motion to have Jeff Parizo start the DRB permitting process for the Town garage and salt shed. Eric Godin seconds the motion. No further discussion, all in favor and the motion passes.

Cleaner Ad for Town Office:

Melissa Boutin said her concern is we shouldn't be hiring individual people that work for themselves right now. We have had a humongous turnover in the timeframe she has been here and we have never kept anyone very long. She proposes that we put an RFP or an advertisement out for a business that has more than one employee so one person can come in on a routine basis and clean this office.

It should be put in the Islander, Seven Days and do an RFP and post it.

Melissa will look into it and put something together. We have the first and third weeks that we have a lot of businesses meet and need to have the office look better than it has.

Website Update – Eric:

Eric reported he is in communication with the Snelling Center. Moving forward it looks like the website will retain a lot of how it is right now. He is going to start collecting paper copies like the Ordinances and Policies and Procedures.

Rachael asked about solving the problem Donna and Sue have. They can't post on the website. Eric will contact Donna and set up a time to look at their computer. Eric and AnnaMarie are going to be working on all the templates and boiler pages.

Pound Keeper Position: Jeff said he wrote to VLCT about appointed positions for the Town. Many can have the length of time changed by the Selectboard. We would be able to expand appointed terms for more than a year except for NRPC and NSWC. We will discuss this again later in the year.

The pound keeper position does not have to be appointed. Jeff feels we can remove this position. Melissa said the Animal Control Officer is different from the Pound Keeper. The Town has a dog ordinance policy but the issue is what to do with a vicious dog. There aren't any pounds around that take vicious dogs. When there is a lost dog and trying to locate the family Melissa said there is a system in place and forms are available at the Town office to fill out. The State of Vermont has a leash law. Melissa said we might go ahead and eliminate the position of Pound Keeper but keep in mind we need to find a place for a vicious dog. Vicious dogs will be further discussed at the May 6th meeting.

VII. HIGHWAY DEPART UPDATE:

Review laying pipes and wires permit application: Mr. Jessee Sweet at 3 Shirley Ave.

Sign Financial Report for VTrans: AnnaMarie read the permit application for Jessee Sweet at 3 Shirley Avenue.

Rachael Griggs makes a motion to approve the laying of pipes and wires permit at 3 Shirley Avenue for Mr. Jesse Sweet according to terms and conditions written by Brad Sheridan, Road Foreman. Diane Cota seconds the motion. Discussion; Jeff asked where Shirley Ave. is and was told it's off from Pearl Street, one of the new developments. No further discussion, all in favor and the motion passes.

Financial Plan for VTrans and Road and Bridge Standards:

Jeff said for us to get grant money we have to sign these.

Jeff makes a motion to sign the Annual Financial Plan VTrans for the Town Highways and also sign the Certificate of Compliance for the Town Road and Bridge Standards and Network Inventory for the year 2019. Eric Godin seconds the motion. Discussion: Ron Bushway said those numbers come from Town Meeting. Nothing comes out until after Town Meeting then we have to get it out to VTrans and hopefully we will get some money. No further discussion, all in favor and the motion passes.

MOU Between the Town of Grand Isle and the Fish Hatchery: Jeff said this should be reviewed by the Board members and looked at during the May 6th meeting.

VIII. BUILDINGS FACILITIES MANAGER UPDATE:

Ron Bushway, BFM reported the Building inspections were moved to April 12, 2019.

IX. REVIEW AND SIGN WARRANTS: Jeff Parizo motions to approve the warrants. Rachael Griggs seconds the motion. No further discussion, all in favor and the motion passes.

X. ADJOURNMENT: AnnaMarie DeMars motions to adjourn the meeting at 9:04pm. Eric Godin Seconds the motion. No further discussion, all in favor and the motion passes.

Respectfully submitted,

Rachael Griggs, Selectboard Clerk

AnnaMarie DeMars, Selectboard Chair

Date: _____

Date: _____