

**GRAND ISLE SELECTBOARD MEETING  
MINUTES of  
Monday October 5, 2020 via Zoom**

- I. **CALL TO ORDER:** : Diane Cota, Chair calls the meeting to order at 6:00PM

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

**Community Members Present:** Ron Bushway, David Roy, Ron Perry and Melissa Boutin

**Amend Agenda for Matters Not Listed:**

- **Trunk-or-Treat:**
- **Use of Second Floor of the Annex Building:**

- II. **GUESTS:** David Roy to report on the new Town Garage under old business and join the Selectboard during our executive session under contract discussion.

**Highway Department Update:** Ron Bushway reported:

- Still working on ditch work and culvert on West Shore Road
- Helped haul sand for South Hero
- Hauled stone to new garage
- Working on new grant for VT Local Roads for ditching and a little stone lining on East Shore North Road

**Buildings Facilities Manager Update:**

- Furnaces in town buildings to be inspected on October 29
- Addressing broken window on the fire station under old business

- III. **REVIEW AND APPROVE MINUTES: September 21, 2020.** Jeff Parizo motions to approve the minutes of September 21, 2020. Adam White seconds the motion. No further discussion. All vote in favor and the motion passes.

IV. **NEW BUSINESS:**

- **Discuss Change of Date for Nov. 2 SB Meeting:** This meeting scheduled for the night before election and the Board agrees to still hold it on Nov. 2 via Zoom.
- **Transition from Old Garage to New Garage Building:**
  - Jeff said he didn't think about the timeline for completion and moving into the new garage
  - This means the salt and sand pile will still be at the old garage location for this winter
  - Jeff is still looking into the new salt shed, waiting for prices to come in and trying to match the reserved amount for a new salt shed
  - Ron said they plan to start sorting out items at the old garage for the new location and hope to start moving into the new one sometime in January
  - Ron Perry asked what the plans are for the old facility
  - Adam said the plan for the old fire station is to see if we could get bids for scrap metal and get someone to come in and decommission it. The plan for the old garage is to tear

it down. With the purchase of the Poratti property we are looking at ways to expand municipal resources down the road.

## V. OLD BUSINESS:

- **Finishing Personnel Policy:** Diane said the Grand Isle Personnel Policy draft is complete. We will send it to the Town attorney for review. After we get it back we will vote to approve it.
- **Fire Station's Broken Window:** Adam said the fire department has reviewed the security footage. Chief Todd Boutin said the camera footage was from inside the station and there was glair on the door window but can see the lawn mower going back and forth by the door. You can see where stones have hit the kickplate and the door. Todd said he would like to have someone talk with the lawn care company and let them know they have to be very careful with the stone and to explain that because of the river wash stone in the ditch they will have to mow away from the building. After discussion it was decided to have Ron talk with the lawn mowing company and that the window replacement would be paid for by the Town.
- **Grants Update:** Melissa Boutin, Town Clerk/Treasurer said two of the three grants she applied for with the State have been approved. One is the digitizing grant for just under \$20,000. The other is Local Government Expense Reimbursement grant, which is for the computers, the sanitizing and the program Zoom. The Zoom program is through the end of December unless they extend it. She said we just have to purchase the items planned on when she submitted the grant and then submit the expenditures, the invoices and checks.
- Diane said Ron Bushway is applying for a Municipal Roads Grant which is something they do every year.
- **Budget Report on New Town Garage Building with David Roy:** David Roy gave the following breakdown.
  - \$602,264 Has been spent on the garage as of September 15<sup>th</sup> with a balance of about a half million dollars and they are a little further on than 65%.
  - Base building is basically enclosed at this time
  - Starting interior ruff-in
  - One contested thing, rejected the exterior insulation as an additional cost as it should have been included in the base cost
  - Some small issues in the submittals that will be cleared up when we do the operations manual
  - A little bit behind but still anticipate move in date is January
  - Doesn't anticipate any cost overruns or change orders that would drive this up

Melissa said there are items that David Roy doesn't know about that have been submitted to her and have been paid out of the bond money or the anticipated bond. One is all the stone Brad has hauled himself and the other is East Engineering. Also, there are two other invoices.

One is from Consolidated Water for debt retirement. Jeff said as soon as we tapped that line and put a curb stop on we are responsible for debt retirement and we that were not drawing water yet. Melissa said she wanted to be sure before paying for it that it's a real invoice. The second one is directly from VT Electric that she has not paid for it because she thought it should be something Millbrook should pay. Melissa will forward it to David who will check with Millbrook.

Diane thanks David and he will join in on the executive session.

- **Trunk-or-Treat:** AnnaMarie wanted to mention the Rec. Department will be holding a Halloween Trunk-or-Treat at Donaldson Park. Adam said he has heard it will be held on Halloween, Saturday, October 31, from 3:00-5:00PM at the park. They are looking for at least 20 trunks and at this point have 19.

**VI. REVIEW AND SIGN WARRANTS:** Adam White motions to approve the warrants and give Diane Cota, Chair of the Selectboard the authority to sign the documents via email. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

Jeff said since David Roy is still here could we do the contract discussion first. Ron had to leave and will return for personnel matter.

- **Use of Second Floor of the Annex Building:** Melissa reported the Boys Scouts have asked if they could use the large room on the second floor of the Annex for meetings. It was decided that due to COVID-19 the Annex would not be available for public use other than by the Learning Adventure, which is in their contract. Jeff asked AnnaMarie to have the Boys Scouts leader contact him as it may be possible to for them to use the Lodge in South Hero.

Melissa said she had to leave as she has another meeting to attend.

**VII. EXECUTIVE SESSIONS:**

- **Contract Discussion:**

Jeff Parizo made a motion to go into executive session to discuss a contract (pending) citing 1V.S.A. state statute 313(a)(2) that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage inviting David Roy, Melissa Boutin, Town Clerk and Karen Allen, Library Chair to join in. AnnaMarie DeMars seconds the motion. After brief discussion all vote in favor and the motion passes. (Note: Melissa and Karen did not attend). No further discussion. All vote in favor and the motion passes.

Jeff motions to come out of executive session at 7:15 with no decision made. Diane Cota seconds the motion. No further discussion. All vote in favor and the motion passes.

- **Personnel Matter:**

Jeff Parizo motions to go into executive session to discuss a personnel matter citing 1V.S.A. state statute 313(a)(2) that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage inviting Ron Bushway, Road Commissioner in. Adam White seconds the motion. No further the discussion. All vote in favor and the motion passes.

Jeff motions to come out of executive session at 7:25 with a motion to pay Andrew Densmore \$2.00 an hour more for a pay raise after his 90-day probationary period to be retroactive as to October 1, 2020. Anna Marie DeMars seconds the motion. All vote in favor and the motion passes.

**VIII. ADJOURNMENT:** Rachael Griggs motions to adjourn the meeting at 7:26PM. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

Respectfully submitted,

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Rachael Griggs, Selectboard Clerk

\_\_\_\_\_  
Diane Cota, Selectboard Chair

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

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

DRAFT