

GRAND ISLE SELECTBOARD MEETING

MINUTES of

Monday September 21, 2020 - Via Zoom

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

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

Community Members Present: Ron Bushway, David Roy and Mike Donoghue

Amend Agenda for Matters Not Listed:

- **New Business-Speeding on Adams School Road**

II. GUESTS: David Roy-Wiemann Lamphere - New Town Office & Library Building: Architect David Roy from Wiemann and Lamphere met Jeff Parizo at the Town Office via Zoom to discuss the plans for the proposed new Town Office/Library Municipal Building.

- David showed the conceptual plan and explained an addition will be put onto the existing municipal building which will be revised and updated
- The new addition will have a common area, a community meeting room, bathrooms, and the new library
- The size total square footage of the new construction added onto the existing building is 9,800. There is an 8,223 square foot addition and about 4,081 square feet is the library. The meeting space/community room is not part of the Library space. The siding will be continued from the new building to include the old building.
- A courtyard would be located in the back corner of the building
- Parking was discussed and asked if it could be behind the building. David will be looking at this and possibly locate parking on the west side.
- David will get this drawing out to Jeff to distribute to the rest of the Selectboard
- David's drawing will be left at the Town Office

David was thanked for attending the meeting and explaining the plans for the proposed municipal building.

III. Highway Department Update: Ron Bushway reported ditching and culvert project on West Shore road near Fire District Four. South Hero helped as well.

- **Added Electrical Work for New Garage Building:** Jeff explained the additional electrical work for the new town garage building stating Brad Sheridan, Road Foreman is requesting lights and outlets above the work benches. Adam asked where we are regarding the budget. Jeff said David had planned to address this but with the time limit he left. Jeff also said this change order should be done now while the electricians are here so we won't need to bring them back.

Jeff Parizo motions to approve the \$5,913.16 for the change order proposal for the electrical (for the new garage building). AnnaMarie DeMars seconds the motion. Discussion; Adam asked if we should move forward without information on the budget. No further discussion. Four Selectboard members voted in favor, Adam White voted against because we don't know where the budget stands. The motion passes.

David Roy will be asked to attend the next meeting on October 5 to discuss the garage building budget.

Buildings Facilities Manager Update: Ron Bushway reported:

- Furnaces at Town buildings will be inspected on October 29 except for the Fire Station who will do their own scheduling
- Per VLCT Insurance all pressure vessels at the Annex and existing Town Garage will be inspect this fall
- A window on the man door on the east side of the new fire station near the fuel tank was broken. It seems a stone was thrown by the lawn mower. The exterior window is shattered in place leaving the second pane intact. Adam will check with Chief Todd Boutin to see what the surveillance cameras shows. Ron has contacted the lawn maintenance person. Ron and Melissa are working with getting it fixed with at the same time as the glass table at the Town Office which is chipped.

IV. REVIEW AND APPROVE MINUTES: August 31, 2020: Adam White motions to approve the minutes of August 31, 2020 meeting minutes. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

V. NEW BUSINESS:

- **Permit for Laying Electrical Lines across Griswold Road:** Diane reads the permit request from Scott Crady for laying electrical lines across Griswold Road.

Adam white makes a motion to approve Scott Crady's application for a permit for laying pipes and wires with proposed excavation at 18 Griswold Road with the conditions that Brad Sheridan, the Road Foreman set forth. Jeff Parizo seconds the motion. Question asked about checking the box for wires. No further discussion. All vote in favor and the motion passes.

- **Virtual Town Fair 2020 Registration:** Diane asked if everyone looked at this and if anyone wants to attend. Adam mentioned that any town official helping out should have a secure computer. Diane will watch the Roundtable. No one has attended in the past and no Board is able to attend to vote.
- **Speeding on Adams School Road:** Adam said there have been complaints of people speeding near the intersection of Hyde and Adams School Road. Several chickens have been killed as well as a pet cat. He would like to ask Sheriff Ray Allen to put the speed sign that digitality flashes the speed of a car on Adams School Road for a few weeks near the intersection of Hyde and Adam School Roads. The Board agrees to have Adam check with the Sheriff.

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VI. OLD BUSINESS:

- **Grants Update: VCDP Planning Grant Authorization for the Library:** Jeff said we would be able to use some of this grant money to reimburse the Town for the payments to Tyler Billingsley and David Roy for the work they have done on this project.

Jeff Parizo motions to allow Karen Allen, Library Commission Chair, and Janet Bonneau, Library Director to fill out the VCDP Planning Grant. AnnaMarie DeMars seconds the motion. No further discussion. All vote in favor and the motion passes.

- **Recertification for Transfer Station:** Diane asked Ron if he has filled in the numbers needed. Ron said Melissa has the tonnage report and she will have the numbers. This needs to be filled out by November 1. Diane and Ron will discuss this off-line.
- **Set Date to Finish Personnel Policy:** Diane asked if we could set a date to finish and approve the Personnel Policy. The only thing we were waiting on was comp-time, she has added which is a max of 10 hours per year. Adam has reviewed the drug and alcohol for commercial drivers and there are very few changes. It was agreed to finish it at the next meeting on October 5, 2020.
- **Budgets:**
 1. **Cost of Living Increase:** Diane said the new cost of living increase has not been set yet by the Federal Government. We will need to put this off until we hear officially what the new increase will be. We approve new budgets with the stipulation that the cost of living will be added when it has been set.
 2. **Review Planning Commission Budget:** Jeff said the Planning budget is flat from last year. Only the administrator cost and FICA cost went up. The rest is pretty much the same.

AnnaMarie DeMars makes a motion to accept the Planning Commission budget with the stipulation when we get the cost of living increase it will be added in. Adam White seconds the motion. No further discussion. Jeff Parizo abstains. The four remaining Selectboard members vote in favor and the motion passes.

- ## VII. REVIEW AND SIGN WARRANTS:
- Jeff Parizo makes a motion that we allow the Chair to sign the warrants via email. Rachael Griggs seconds the motion. No further discussion. All vote in favor and the motion passes.

VIII. EXECUTIVE SESSION: At 7:00PM - Discuss Legal Matter:

Ron leaves the meeting and Jeff Parizo wants to reflect that he is leaving the meeting at 6:57.

Diane apologized to Mike Donoghue for being late in inviting him into the meeting. Mike explained there is criticism in the legislature about allowing the general public to identify themselves before speaking.

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Rachael Griggs makes a motion to go into executive session at 7:01PM to discuss a legal matter citing 1 V.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 in Attorney John Klesch. AnnaMarie DeMars seconds the motion. (Jeff Parizo has recused himself and left the meeting.) No further discussion. All remaining four Selectboard members vote in favor and the motion passes.

Adam White motions to come out of executive session at 7:23PM with no action taken. Rachael Griggs seconds the motion. No further discussion. All four remaining Selectboard members vote in favor and the motion passes.

IX. ADJOURNMENT: Adam White motions to adjourn the meeting at 7:23PM. AnnaMarie DeMars seconds the motion. No further discussion. All four remaining Selectboard members vote in favor and the motion passes.

Respectfully submitted,

Rachael Griggs
Rachael Griggs, Selectboard Clerk

Date: October 5, 2020

Diane Cota
Diane Cota, Selectboard Chair

Date: October 7, 2020

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