

GRAND ISLE SELECTBOARD MEETING
MINUTES of
Monday, January 4, 2021 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, Adam White and Rachael Griggs

Community Members Present: Bill Baron, Ron Bushway, Melissa Boutin, Shannon Bundy and Mike Donoghue

Amend Agenda for Matters Not Listed: Delete Town Meeting Moderator Position. Diane to replace with discussion on location of town meeting.

II. **GUESTS: Bill Baron- Appointment of Emergency Management Director and Term Extension**

Option: Bill said he understands Ben Ingalls has stepped away from the roll and he is willing to fill this void until March. Adam White agreed to fill in as Assistant EMD to help Bill until March. Diane had contacted VLCT regarding the length of the term for EMD and found the Selectboard can decide.

Jeff Parizo motions to have Bill Baron as our Emergency Management Director and Adam White as our Assistant Emergency Management Director until March, (2021 after the organizational Selectboard meeting) . Rachael Griggs seconds the motion. No further discussion. Adam White abstains, four other Board members vote in favor and the motion passes.

Snow Removal Discussion at New Fire Station. Bill Baron explained the heating system in the fire station is radiant floor heat. Even though there is a thermal brake between the outside concrete pad and the inside concrete pad which is heated, there is enough radiant heat that escapes through the inside pad to the outside pad that it pretty much melts the snow anywhere from 6 to 12 inches away from the door. He said he has never had an issue with icing up at the door. Even after the last snow storm we had about a foot out from the door that was bare concrete. He said he uses his snow blower to blow away the excess snow and occasionally he has to shovel some drifts.

Rachael asked Ron who he spoke to about the need for heated aprons. Ron said he talked with Benoure, Chuck's Heating and Bernie Gage who does the installations and said in a lot commercial buildings with large garage doors they install heated aprons. Ron said it was commercial buildings in general he contacted.

Rachael said she has contacted six highway departments around our proximity and none of them have heated aprons. Three said they don't think they are necessary, one said it's too much of an expense and one said they are putting in a new garage and are not putting one in.

Bill Baron asked if we were all set with him. Diane said yes and thanked him for coming.

III. **BUDGETS:**

- **Highway Department Budget:** Ron Bushway, Road Commissioner was present to answer the Highway Department Budget questions from the Selectboard. Jeff spoke about the Fish Hatchery money which would go a long way to offset the bond payment. Melissa said as long as it is very clear that money isn't designated for that bond money and doesn't get absorbed into highway for any other expenditure. Jeff agreed and Adam asked for copies of the MOU.

Adam asked about the highway department fund balance of \$307,000 and wants to know if it is before or after the \$100,000 allocated for the paying down a little for the new building leaving \$207,000 in the fund balance. Melissa said it's before.

Adam asked Ron if we could use additional money of this to lower the bond amount a little more. Ron said (the balance) shouldn't be lower than \$150,000.

Jeff agrees and said there are some outstanding costs that the garage has earmarked to come out of that balance, the concrete for the apron and the stone for the installation of the salt shed so we will be using most of that money. The highway department was going to pay for the rest out of their surplus. No further discussion.

Adam White made a motion to approve the Highway Department budget of \$417,180 for F/Y 2022. AnnaMarie DeMars seconds the motion. No further discussion. All vote in favor and the motion passes.

Adam White made a motion to have the blacktop fund be presented to the voters for F/Y 2022 at \$50,000.00. AnnaMarie DeMars seconds the motion. All vote in favor and the motion passes.

- **Transfer Station Budget:** Ron Bushway, Buildings Facilities Manager was present to answer the Transfer Station Budget questions from the Selectboard. Jeff questioned the increase in the landfill revenue. Ron said the numbers questionable are due to COVID and the increased hours for the three transfer station employees. Diane asked the reason for the increase under line item repair and maintenance. Ron said it is because there is always something that might break down.

Rachael said she added up the repair and maintenance which is \$10,256 left over and you are adding \$5,000 and asked if this amount could be reduced here? Jeff asked Ron to write up three items that will need replacing in the future and present it to the Planning Commission so they can be put into the Capital Budget.

Melissa had explained that any time the transfer station operates with excess revenues coming they do operate out of the general fund but she compared revenues versus expenditures. We have a CD in the name of the transfer station which we put money into and as of June 30th it was \$68,000. Also, there is going to be a repay-back of the autocar over the next two years which is like \$30,000. That money is there for replacements and repairs.

Jeff Parizo motions we approve the Transfer Station Budget for F/Y 2022. AnnaMarie seconds the motion. Four Board members approve, Rachael Griggs opposes. Discussion; Rachael said she did so because there is a few thousand dollars that could be deducted. Ron feels because of COVID we will be spending more money and this money is needed. Melissa asked why they don't reduce their revenue if they are concerned about it. She would rather have them understate it than overstate it and come out with a shortfall and error on the side of caution. No further discussion and the motion passes.

- **Listers Budget:** Moved to January 18, 2021 meeting. Shannon Bundy questions the Mandatory Town-wide Assessment. It will be discussed at the next meeting with the Listers attending.
- **Zoning Budget:** The Board reviewed the Zoning budget and Melissa explained the increase is because of the new cost of living rate of pay and an average of 19 hours.

Adam White motions to approve the budget for Zoning Office for F/Y 2022 at \$23,769.00. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

IV. Highway Department Update: Ron Bushway, Road Commissioner said he doesn't have a lot to report. Employees working on equipment, checked roads after high winds, plowed roads after snow storm and hauled co-mingle from the transfer station.

- **Application-Laying Pipes for Rosenberger w/Brad Sheridan's Signature.** Ron asked if this can again be moved to the next meeting. The Board agreed to move it to the January 18th meeting.

Buildings Facilities Manager Update: Ron Bushway, BFM said last week he met with Benoure Plumbing and Heating at the new fire station. They serviced the furnace heating system as well as the on-demand water heater. Both are in very good condition and the efficiencies went up after the cleaning. The furnace needs a blower motor and it was ordered.

- **Removal of Personal Items in Town Buildings:** Diane said there is a motorcycle stored at the transfer station and a car at the old fire station. The owner was asked to remove the motorcycle. Jeff said we need to develop a policy regarding personal items like this and roll it into the Personal Policy which will be discussed at the January 18th meeting. This will be discussed when working on the Personal Policy. Shannon asked if anyone can store their stuff at town buildings. Diane answered no, it's a liability and it's a policy we are going to work on. Diane said she can start writing up something for our next meeting. Jeff suggested contacting VLCT for a templet we could use. Diane asked Ron to give this message to Brad to have the motor cycle by January 18th. He said he will.
- **Update on Salt Shed Project:** Ron Bushway said he went to the construction site and there are 2x6 walls being built that go on top of the cement walls.

Diane said she checked on salt sheds and maintenance and found as long as the salt doesn't get wet it won't corrode the cement. As for the T1-11 that is to go on the outside they said they haven't had to do anything on it.

Rachael said it looks like we are now in the red on the salt shed building. Jeff said the only thing coming out of the surplus fund is Harrison Concrete and Mill brook Construction. The other funds will be coming out of the highway fund balance as discussed. Bond for \$1.1 and \$100,000 from the highway fund balance.

Jeff said we got an unbelievable discount on stone. He also said Randy (Gover) has done a lot of work by himself that has saved the town about \$20,000. Diane asked Jeff to express our thanks to him.

Jeff said David Pratt has decided to do away with the T1-11 and instead will be using a pre-primed plywood. It's what the State specks on their garages. Rachael asked if a change order is needed. Jeff said no because it's a little more expensive but will save in labor, is a better product, less to install so it's going to wash out. David Pratt is at his \$83,000.00 and that's all he is going to spend.

- **Key to New Garage Building for Town Vault:** Adam said we are getting two more Knox Boxes ordered and there will be a new Knox Box at the new garage. Ron said when the building is completed he will get a new key to be put in the vault.

V. REVIEW AND APPROVE MINUTES: December 28, 2020: AnnaMarie wanted to say something about the minutes saying Rachael didn't put anything in the minutes that she said. Rachael said she did mention her several times. AnnaMarie said she wanted people to understand she was for the project, that she had said it was a good idea. Also she said she thought it should have been mentioned that

Jeff did not want to go into executive session and it should have been in there. Diane asked if the executive sessions was canceled and it was. Diane asked AnnaMarie to read the minutes and respond to Rachael before the meetings so changes can be made before the minutes go out.

Jeff also wanted to mention on page 4, bullet point 13 talking about the three change orders dated July 14, 2020 was not discussed and he wants it deleted from the December 28, 2020 minutes. He said he thought the motion was to deny paying for the installation not to deny the installation. Rachael said the motion was to deny the three change orders.

Diane said she thought after that meeting (Dec. 28) we were going to move forward we were going to be open with each other and not going to do anything without the approval of the entire Board or at least the majority of the Board. Then she said she read the article in the Islander and was extremely upset. She said the article was extremely one sided and she has a lot to say to the person who wrote it. There was one reason that we were upset. It wasn't because someone donated the funds, it was because a Selectboard member went ahead without the approval or knowledge of the rest of the Selectboard to have a project done. That was the problem and it was mentioned at the meeting twelve times and not once mentioned in the Islander's article.

Rachael said Melissa had explained how donated money is to be handled. The bottom line is like Diane mentioned you went ahead and basically broke the law by acting alone.

Adam said AnnaMarie and Jeff should send changes to Rachael to put in the minutes to be approved at the January 18, 2021 meeting.

VI. NEW BUSINESS:

- **Thank you note from Transfer Station Employees:** Rachael read a note from the three employees thanking the Selectboard for the \$500 hazard pay.
- **Discuss Letter from the Selectboard for the 2020 Town Report:** Diane asked if anyone has any suggestions. Jeff said we have worked on a lot of things and a lot accomplished.

Melissa said the Library is done paying for any new processes on the new (municipal building) and Tyler (Billingsley) is still working on things. Jeff said this was decided earlier but Melissa said what worries her is there is no money budgeted for this. Melissa said we are over budget already on both the salt shed and the garage. This will be discussed at the next meeting. Jeff said he wasn't given a chance to answer.

- **Town Meeting Moderator:** At the March 2020 Town Meeting Ron Bushway was voted as the Moderator.
- **Discuss Town Meeting location:** Diane is going to join a conference call with the State regarding Municipalities on Town meetings. We will have to wait to see what can be done for following guidelines this year due to COVID.

VII. OLD BUSINESS:

- **Funding Proposal Request List for Town Report:** Moved to January 18th meeting.
- **Old Fire Station Building Bidding Date:** Rachael said with spring coming we should be getting ready to advertise. Jeff said the Board approved to pay Tyler Billings to do this. Diane asked Jeff to get in touch with Tyler and see what he has.
- **New Garage Discussion:** Not discussed as the Board felt we have already discussed this.

VIII. REVIEW AND SIGN WARRANTS: AnnaMarie ask about the two winterized sheds at the transfer station. Melissa said that is part of the LGER Grant she applied for and received over \$50,000 for the town so the transfer station attendees could be in a shed that is warm and has lights while waiting for traffic. Adam mentioned that part of the grant was used for the sheds.

Melissa answered AnnaMarie's question about a tax payment to Grand Isle Louisiana. This tax payment came to Grand Isle VT in error so the amount was sent to Louisiana. Jeff questioned the payment for Mill Brook for the salt shed. Melissa said she will have to look into it as all the papers are at the town office. She said she gets the invoices and sends them to the Board for approval.

Rachael Griggs motions to approve the warrants except for the check for Mill brook (Building & Remodeling, Inc.) for \$83,000 and allow the Chair to sign via email. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

IX. ADJOURNMENT: AnnaMarie DeMars motions to adjourn at 8:08PM. Jeff Parizo seconds the motion. No further discussion. All vote in favor and the motion passes.

Respectfully submitted,

Rachael Griggs, Selectboard Clerk

Diane Cota, Selectboard Chair

Date: _____

Date: _____