

**Grand Isle Select Board**

**Minutes of the Meeting**

**Monday, July 19<sup>th</sup>, 2021 at 6:00 at Grand Isle Town Office and via Zoom**

**I. CALL TO ORDER**

**Select Board Members Present:** Jeff Parizo – Chair; AnnaMarie DeMars – Vice-chair; Diane Cota; Adam White; Eric Godin

**Community Members Present:** Ron Bushway; Colleen Bushway; Rachael Griggs; Scott Griggs; Don Cota; Denise Abbott-Douglas; Janine Banks; Charles Hollan; Joe Longo; Lynda Morgan; Ilene Morgan; Mitchel Richardson; Mike Donoghue; Tonya Poutry; Andy Julow; Esther Blow; Barbara Patno; Roland Dubuque; Bill Stone; Linda Effel; Randy Gover; Bianca Adams; Kenneth Mirvis; Jean Prouty; Melissa Boutin; Mark Cobb; Kristina Botala; Lucille Campbell

**Select Board to Amend Agenda for Matters Not Listed:**

**Diane Cota** – New Dumpster at Transfer Station installation – Old Business

**Adam White**- Northwest Solid Waste district Representative – Old Business

**II. GUESTS**

**Andy Julow- Lake Champlain Economic Development Corp.:** Andy Julow introduces himself as the Executive Director of LCEDC, indicating their location in the old Chamber of Commerce building in North Hero. Andy says that they are contracted with the Vermont Agency of Commerce and Community Development to help provide economic development in the local community. Andy indicates they help businesses find grants, business mentoring, and entrepreneurship advice. Andy says the relationship is good because it allows them to tailor their services to our local community. Andy says he is at the meeting to share information on a program being offered by LCEDC called the Regional Priority Project. Andy says their organization keeps an inventory of all projects going on in Grand Isle County, which are then ranked twice yearly, and they report the top 10 to the Vermont Agency of Commerce and Community Development. Andy says this is becoming more important because of all the federal dollars that are coming down due to COVID relief funds. Andy says the state government has set aside around \$40 million to be distributed over the next 3 – 4 years, being distributed to projects they feel will have an impact on the income. Andy says they only have 9 projects on their list, including the Grand Isle Lakehouse renovating the 3<sup>rd</sup> floor of their building to allow more occupancy. AnnaMarie Demars asks about what the project status should be when the application is made, and Andy answers that the more ‘shovel ready’ the project is, the better. AnnaMarie mentions the lack of childcare in Grand Isle, stating that we have a building, but nobody to run it, and asks if this was something LCEDC could help with. Andy sites several other childcare ventures that they are helping with. Adam White asks about time frames and if funding for these projects comes from federal dollars. Andy answers that they are 100% federally funded, and working with a 3 year timeframe. Jeff Parizo asks what the funding looks like, to which Andy replies that there is \$10.5 million this year for the State of Vermont. Adam White asks who

ultimately decides which projects get funding out of the total of 120 that get submitted to the State, to which Andy answers a Vermont Legislative Committee is responsible for those decisions.

**Tonya Poutry – The Islander:** Tonya Poutry says she is responding to a letter that she had received from former Selectperson Rachael Griggs, questioning the accuracy in an article about the completion of the transfer station recertification application. Tonya said that she had gone back through meeting minutes since July of 2020 to get the facts and stated that the process started in August, with a deadline of November 1<sup>st</sup>. Tonya cited a meeting in September where it was said there would be tonnage information from the town clerk that would be due by November 1<sup>st</sup>. Tonya said, citing an October meeting where it was said that the certification information would be in the vault, and that Diane Cota and Rachael Griggs would meet at the town office to fill out the application on October 20<sup>th</sup>. Tonya cites the October 22<sup>nd</sup> meeting, saying Diane Cota said the deadline was now March 1<sup>st</sup>. Tonya goes on to say that there was no further mention in the minutes of the transfer station recertification until March 8<sup>th</sup>, when Ron Bushway stated that he was working on the paperwork with Brad Sheridan. Tonya said ‘were the pieces and the parts put together and submitted by Bushway, Sheridan, and Parizo? I have to say yes. Would an application that began in August of 2020 and not finished until March of 2021, I’d leave that answer for you guys to make’. Tonya says after reviewing everything, she has more questions, asking how, if the deadline was originally November 1<sup>st</sup>, it got pushed so far out so many different times, and why it was not mentioned in the minutes or the meetings between October and March. Diane Cota asks Tonya if she read all the documentation that was sent to her. Tonya affirms she read all of it. Diane says she was working with John Leddy on the application, and had asked for help, but was told nobody knew how to do it. Diane says the pertinent information that was needed was not in the vault, as had been believed. Diane says she got the information from the town clerk and submitted it, which was approved by John Leddy, with the only remaining piece being to write the ‘verbiage’, and Diane needed Brad Sheridan’s information to finish it. Diane says she tried to get Brad to work with her and got no response. Diane goes on to say that she handed the paperwork off to incoming chair Jeff Parizo, saying that she ‘hope that Brad will work with you, and give you the information you need.’ Diane states that if there were changes made after the documents were turned over to Jeff, it was the information that Brad should have supplied to her when she initially asked him. Tonya says she sees all of that. Tonya asks Ron if he had to make ‘20 pages of changes’. Ron says that they did make ‘a lot of changes’. Diane disputes that it was 20 pages of changes, saying the information added were the items that she had requested from Brad initially. Diane says that she had done the lion’s share of the work, while the others did the finish up. Ron says he doesn’t think it was ‘20 pages’ of changes, but that there were significant changes made to the documents, citing correspondence he had from John Leddy. Ron cites a disparity in the documents saying the town didn’t take tires or freon units, stating that the transfer station does accept tires and drained freon units. Ron also cites an item saying there was an enforcement officer, when there was not one. Diane states that these are all

items that she had requested from Brad originally, and said she was glad the correct information made it into the form. Ron says that the plan had been sent in to Northwest Solid Waste, and Diane confirms that she did send the plan to John Leddy, and indicated that there was still information missing, as Brad hadn't responded to her requests. Ron says that Northwest Solid Waste sent documents to Brad which Ron saw and asked them to be forwarded to his email. Ron says he reviewed the documents and told Brad there were several changes that had to be made. Diane says that those changes were the information that she had tried to get from Brad initially, saying he refused to meet with her. Ron says that when he was chair 10 years ago, he had a representative from Northwest Solid Waste come to Grand Isle to help him fill out the application. Ron says he doesn't know where all the documentation from the previous recertification had gone, and didn't feel that he should have to do the work on the most recent application, as he wasn't on the Board anymore. Ron then states that he did a significant amount of work on the application regardless. Diane asks where he got all the information he was looking for. Ron says he looked it up, and had requested a copy of North Hero's plan to reference. Diane says that she had gotten that. Diane, addressing Tonya says that she had been working on the application for months, since it had come to light that it needed to be done. Diane says that per John Leddy, the application didn't need to be rushed and that she was having difficulty getting the information needed to complete the form. Diane then says she turned it over and Bushway, Sheridan and Parizo seemed to be able to get the missing information. Diane states that Rachael Griggs sent the letter to the Islander to stand up for her friend and former coworker, as Rachael knew how much time Diane had spent on the application. Tonya acknowledges reading about the difficulty in getting information, and asks if Diane ever met with Ron outside of the board. Diane says that the meeting never happened. Ron says that Diane had asked Brad to meet outside of the Board meetings, but he had never been asked. Diane says she had asked Ron at the very beginning of the process, which Ron acknowledges, and says that she had asked Brad to meet with her multiple times, and Brad would not. There is argument between Board members and community members as to who did the majority of the work for several minutes, culminating with Diane saying she quit, **accusing the Board members of being liars and reporter Mike Donoghue of being biased** and left the meeting. Adam says that it seems there were multiple communication issues that should have been addressed between October and February. AnnaMarie asks about our representative for Northwest Solid Waste, Mike Kemsley, who had resigned in March. Ron says he had approached Mr. Kemsley for help, and Mike told him he couldn't help. Rachael Griggs says it is known how much work Diane put into the application and says she doesn't understand how Board members can dispute the fact. Ron says there were several incorrect items when it was turned over. Ron says that we had plagiarized North Hero's plan and changed it to fit Grand Isle. Adam asks if Northwest Solid Waste or the state of Vermont had the documents from 10 years ago, and expresses incredulity that nobody could have the documents. Jeff says now the document is complete, and there are copies of the document in the vault available so that similar issues won't be encountered in 10 years when the recertification is due again. Adam asks if we have to pay the state a fee for

the recertification. Jeff says there is no fee. Adam says that Diane did as much as she could, but couldn't get information from Brad, and that Jeff and Ron were successful in getting that information. Adam says that Diane did work on the project, but the Islander article gave credit to Ron, Jeff and Brad credit. Tonya says she went by what was in the meeting minutes, and she doesn't feel a retraction is necessary. Jeff turns to the Zoom audience for questions. Joe Longo asks when the application can be put in the vault. Jeff says that the application is already in the vault. The town clerk confirms this. Joe says he feels Jeff's behavior towards Diane was shameful and undemocratic. Bianca Adams says she feels that Diane was out of line bringing her name into the debate as she left the town office, as Bianca was not involved in the process at all, and feels she is due an apology. Bill Stone says the decorum has been sliding on too regular a basis, and it needs to be addressed. Bill says he expects Jeff, as the chair, to keep things in hand. Melissa Boutin says that Diane had done a lot of work initially, and is due credit for the work she had done.

### III. GUEST OPEN COMMENT

**Denise Abbott-Douglas:** Denise praises the Wrenegade bike tour, saying she saw many bikers during the event, and everyone was riding single file and being very respectful. Jeff asked if Denise noticed the attendance was lower because of the weather. Denise says instead of having one big group, the bikers were split into smaller groups. AnnaMarie Demars says that she had heard no complaints about the bike tour at all. Adam White says from what he saw, everyone was obeying the rules. Jeff states he did not receive any phone calls with complaints at all. Jeff asks if Denise noticed if the riders had numbers on their backs. Denise says some did and some didn't. Esther Blow says on West Shore Rd, 314 and Adam's School rd she noticed some riders 2 and 3 abreast. Tonya Poutry says that Wrenegade sports didn't get the notice until after the paper had already been sent to the printers.

### IV. HIGHWAY DEPARTMENT UPDATE

Highway Commissioner Ron Bushway says that the firewood from the town Garage has been sold, and Randy Gover will be delivering the wood next week. Ron says they have advertised the wood stove and the heater for sale from the garage. Ron says that someone will be coming to look at the stove and heater on Tuesday. Most of the items have been moved from the old Garage to the new. Ron says the new blacktop on East Shore Rd has completed the side dressing after a report that a bicycle went off the edge. Fuel containment has been installed at the new Garage, and a slab will be poured for the fuel tank shortly. Ron says that the new dumpster at the transfer station will be installed at the same time as the concrete pour. Jeff asks if the dumpster will be recessed into the ground, and if they have accounted for water runoff. Ron confirms that the dumpster will be recessed, and says that Randy has a plan to handle the water drainage. Ron says to get the VTRANS 111 permit, guardrails need to be moved at the new Garage. Ron says the Highway Department is still deciding whether to hire someone to move them or take care of it themselves. Ron says that an open house is planned for the new Garage, but a date needs to be decided on. August 14<sup>th</sup> is not an

option, as that is free metal day at the transfer station. It is suggested by Colleen Bushway to let the kids get a good look at the large vehicles. Ron says that there has been a request to have one of the trucks go down to Camp Cota to show the kids. Ron says he will have a date selected for the open house by the next meeting on August 2<sup>nd</sup>. Ron says there is a problem with the state not mowing the roadsides along Route 2 and 314. Ron says there are line of sight issues for people pulling onto Route 2. Jeff asks what it would take for the town to mow these areas, to keep them safe. Ron says he thinks that Randy can mow the intersections. Roland Dubuque says the town has never mowed the intersection of 314 and Route 2. Roland says he would mow at the intersections along Route 2, and along Pearl St, and Town Line and Donaldson Rd. Roland says the state only mows the roadsides once per year, late in the season. Jeff asks when everything will be out of the old Garage. Ron says that once Brad's office is cleaned out and the fuel is removed, things should be good to go. Ron estimates the garage being emptied by August 15<sup>th</sup>. Eric Godin asks if the Historical Society has had a chance to go into the old garage and take pictures, per their request. Ron states that he has not heard from anyone. Jean Prouty says they have not had a chance to reach out yet. Jeff asks what the deadline was for the bids to purchase the equipment from the Garage. Ron answers that July 30<sup>th</sup> is the final date, with the bids to be opened at the Select Board meeting on August 2<sup>nd</sup>. Adam White asks why the bids are going to Jeff's personal address instead of to the town office. Ron says that he hadn't been aware that we were meeting in person and that it seemed easier to have them go to Jeff's address. Adam suggests that moving forward we have all documents pertaining to town business sent to the Town Office. Adam asks if Ron has had any time to walk around the transfer station to see if there was anything there that should be sold via bid. Ron says he's not sure if there's anything there worth selling. Adam suggests it may be time to clean up all around the town facilities. It is decided to discuss this further later in the season. Ron says he doesn't feel the sand pile needs to be a priority either. Ron then says there should be discussion about spraying the interior of the salt shed, to keep the salt off the pavement. Jeff says we should talk to Tyler about it. Adam asks if there are any concerns about getting salt and sand given the increase in prices. Ron says the price of salt goes up every year, and isn't too concerned about it.

#### **Buildings Facilities Manager:**

Ron Bushway says the holding tank has been pumped at the Hyde Log Cabin and it is open for business. Ron also says Pestpro applied the second treatment for snakes and wasps has been completed at the town office. Ron says he checked the Annex building and Elaine did a very good job cleaning out the Annex. Ron says the fuel tank at the Annex is about 60% full, and that it's a 330-gallon tank. Jeff says he is going to ask Elaine to come to the next Select Board meeting.

#### **Position Search for Highway Department**

Ron says that as of now, there have been two applicants. Adam White asks where advertising is taking place. Ron answers that it's on Front Porch Forum. Eric Godin says he added the job posting on the town website and sent it to VLCT for their newsletter as well. Jeff says the posting is also in the Islander. Adam mentions that finding someone will be difficult as everyone seems to be hiring, pointing out that Pan's Pizza in South

Hero is hiring at up to \$24 per hour, which is more than Grand Isle is offering for a CDL driver currently. Jeff says the Board is going to have to revisit the pay schedule and increase our rates. Adam suggests checking with VLCT to see what other towns are doing. Ron says he feels it's time for the Highway Department to move up to having two full time workers, saying the workload is getting heavier. Jeff says that there have been requests to do two passes on the roadside mowing. Ron says they are aiming to run two passes. The Board agrees to add the pay scale to the next Select Board meeting.

**V. REVIEW AND APPROVE MINUTES FROM JUNE 21<sup>ST</sup> 2001 MEETING**

Eric says he neglected to send the final copy of the minutes to the Board, and asks if this can be moved to the next meeting. The Board concurs.

**VI. NEW BUSINESS**

**Road cut for 45 Pearl St:** Jeff Parizo reads the permit and conditions for the road cut at 45 Pearl st. (document below) Anna asks if this is going to be a new house. Adam checks the documents and says it will be 4 residential lots. Jeff points out there will be frontage on the road leading to the transfer station. ***Adam White moves to approve the highway right of way access permit application for Eddie and Jane Kraznow for their curb cut at 45 Pearl st with conditions as written down by Brad Sheridan, Road Foreman. AnnaMarie Demars seconds. No discussion. Jeff calls the vote, which passes with 4 ayes.***

**6 Sloop Rd/Salvage Yard Update:** Jeff Parizo says ZAO Scott Brown and himself went to visit the property and met with the property owner and the renter. Jeff says he has been told things are getting better and that Scott has been meeting with the property owner and renter every two weeks. Jeff says he will be meeting with them again in 2 weeks. Adam White asks if the items on the property are all being sold. Jeff confirms there are lawnmowers and snowblowers, and the renter fixes them up and resells them. Jeff says there are a lot of tires on the property. Jeff says that if the renter and property owner don't clean it up to the ZAO's standards, a notice of violation will be issued. Adam asks if any neighbors attended. Jeff says that Scott went over to speak to the neighbors while they were on site. AnnaMarie asks if Scott has done anything in regards to some of the other properties that have a lot of cars. Jeff says he isn't sure and that it is Scott's responsibility to handle those. Adam asks when the next visit is. Jeff says the next visit will be next Thursday. Ken Mirvis asks what 'moving in the right direction' means, and what the target is for Scott to feel the job has been completed. Jeff says he can't speak for Scott, but says he feels at the least, the metal needs to be gone. Ken Mirvis says it would mean a lot to him and his neighbors if a firm metric was established for completion of the site cleanup. Ken and Jeff agree to email Scott Brown with a request for a metric. Joe Longo asks where the state comes in on the issue. Jeff says that is another good question for Scott, as he communicates with the state. Joe asks if the Select Board has no authority here. Jeff says the Board does, but not until a notice of violation is issued.

**Town Website Documents:** Adam asks if it would be possible to add more to the town's website, including audits, ordinances and policies. Jeff points out that Milton has all their documents on their website. Adam says he will reach out to the town IT officer Charles Hollan about it. Adam then mentions updating the fees on building forms, as they haven't been looked at since 2011. Jeff agrees, saying that Grand Isle doesn't have impact fees. AnnaMarie Demars points out that there are a lot of housing being built in the Town, and Grand Isle should consider adding impact fees. Eric Godin says that adding documents to website isn't difficult, and if Charles can add the needed headings to the site, Eric can add the PDF documents himself. Jeff says that with impact fees, the funds collected have to be funneled to a specific project. AnnaMarie says that she feels the funds received from impact fees could greatly benefit the town. AnnaMarie points out that the developers pay the impact fees, rather than the homeowners. There is general off topic discussion about what impact fees could be used for. Jeff says when he was ZAO he didn't feel impact fees were a good fit, as we didn't have the infrastructure to apply the funds to. Joe Longo points out that per the bylaws, he thinks the DRB has authority over fees per the bylaws. Jeff says he will email Northwest Regional Planning to ask some questions about the impact fees, and the discussion of impact fees will be revisited at the August 2<sup>nd</sup> meeting.

**Town Garage Bond:** Adam White says that there hasn't been discussion, but the bond anticipation note with Peoples Bank is due on September 1<sup>st</sup> of this year. Adam says we might be headed for some issues if we miss the summer bond. Jeff says the last conversation he had with the town treasurer, Melissa Boutin, she was going to check with another bank as well. Melissa states the winter pool was due in mid-May, which we missed, and that she has spoken with Peoples United Bank, and they are not interested in a 20-year note, but would do a 10-year note. Melissa says we would be into the spring pool with the Vermont Municipal Bond Bank. Jeff asks if there have been any quotes about the interest rate on a 10-year note. Melissa says there has not been an estimate provided. The Vt Municipal Bond bank has said they will have more information in November. Adam asks Melissa if other entities should be checked out. Melissa says that she hasn't reached out to anyone other than the entities that we have been doing business with. Joe Longo asks what requirements there are to get an extension. Melissa says that she hasn't done a lot of research yet, as the Board had not requested her to, but she was gathering preliminary information on her own.

## VII. OLD BUSINESS

**Donation Policy:** Eric Godin says he had kept most of the wording from the original donation policy and re-worded the first and second paragraph, with the aim of allowing people to donate money to the town without there being too much burden on the donor. Eric reads the proposed changes (see verbiage below). Adam White asks if this policy would apply to existing projects, or only to projects requested by donors. Eric answers that his intention is for it to apply to ANY project that would fall under the purview of the Board. The Board agrees to review the policy and have further discussion at the next meeting. AnnaMarie DeMars expresses frustration that there

even needs to be a donation policy. Colleen Bushway says they have some people who would like to put a memorial bench in or on the library property and asks if that would fall under this policy. Eric says that under the current policy, it would apply, and explains that the aim of revising this policy is to try and make sure the Board is retaining its oversight capacity without stepping on the toes of the other entities within the town. Esther Blow says she feels that if someone wants to donate something to the town, they should be allowed to without coming to the Select Board. Joe Longo says that he agrees that there are boards in place to keep an eye on things, but he feels that if the Select Board has denied a project, that decision shouldn't be able to be overturned by a donation. Susan Lawrence concurs with Joe.

**Storage Policy:** Eric Godin reads the proposed storage policy which is as follows:

*The Town of Grand Isle strives to keep it's buildings clean and free of clutter for both operational and safety reasons. In this interest the Select Board has issued the following guidelines pertaining to non-town owned items stored in or on Grand Isle's Facilities and Properties. 1) Vehicles not owned by the town of Grand Isle shall not be left on town properties or in town buildings for longer than 24 hours without the express permission of the Select Board. Vehicles left on town property may be subject to removal at the owners expense. 2) Small personal items used by employees, officials, and volunteers in the course of their duty may be kept in designated storage areas such as lockers, cubbies or desks/offices within Town facilities. 3) Personal storage areas must be kept neat and sanitary. 4) Specific locker/office storage guidelines may be determined by leadership of the department using the building or facility, so long as the above guidelines are followed. 5) Please note that the Town of Grand Isle is not responsible for any personal items lost or stolen while stored in designated storage areas within Town facilities.*

AnnaMarie Demars expresses frustration with the need to have a policy, saying the town was fine before those policies existed. Eric acknowledges the point, but says that this issue was raised several months before and then fell off the radar before being asked about by a town resident. Eric says it needed to be addressed. Adam asks to have it added to the next agenda for discussion.

**Town Personnel Policy:** Jeff Parizo says he followed up with VLCT about the town's personnel policy, which had been under review for several months. Jeff says that VLCT had put the policy at the top of the list and would be responding with their recommendations promptly. Adam says that the email indicated the town should have a timeframe from VLCT by Friday.

**ARPA Funding:** Adam White says he wanted to address the issue as the town had received two letters concerning the use of the funds. One of the letters from Fire District 4, requesting \$200,000, which Adam says is nearly all of the available funding. Adam says the second letter came from Consolidated Water, listing the upcoming projects they were planning to work on. Adam asks what the criteria the planning

commission will use to determine how to allocate the money. Jeff says planning is waiting to see what the amount of the funding will be before they reached out to anyone about disbursement. Jeff says there is still a question about the county money. Jeff says the VLCT website shows the town receiving \$113,400 this year, and another \$113,400 next year, but did not show any county money. Jeff says that he reached out to the town treasurer, who confirmed that no monies had been deposited in the town account, and that VLCT has stated funds should start being disbursed in late July. Adam says that hopefully in the next month, the planning commission will be in touch with the water districts and other town entities with guidelines for how to request funds. Adam points to the rubric provided by Andy Julow earlier in the meeting as an example. Ken Mirvis says there is a finite amount of money coming in, and he thinks it's very important for the Select Board to establish criteria to allocate money to projects that will benefit the most people. Ken says that he is speaking as a commissioner for the Consolidated Water district, and he feels that investing in their projects would help all the members of the water district. Janine Banks says she is speaking as the chair of the Consolidated Water district, and notes that they have submitted a list of substantial projects, and not asked for a specific sum of money, allowing for the town to decide how the funds are dispersed. Adam says that the point of the conversation is to see if the planning commission will have a rubric to assess the projects that need to be done. Joe Longo says he doesn't feel the amount is the issue, so much as how the money will be allocated. Jeff emphasizes that it isn't really a lot of money, and doesn't want to see different entities in town at each other's throats over it. Lynda Morgan suggests asking for written requests to make sure they fit the criteria needed to use this funding. Joe Longo concurs with Lynda and says that the money should go to benefit the whole town. There is debate about whether the water districts have municipal status and what membership entails. Eric Godin says that a discussion about the status of the water districts is off topic for this discussion. Jeff says the issue will be raised at the next planning commission meeting next Tuesday.

**RFP Audit:** Jeff says that there were three responses to the RFP that was sent out. One from Ron Smith, the current auditor, one from Bonnie Batchelder, and one from Fothergil, Segale, and Valley, who have chosen not to bid at this time. Jeff says that the a 3 year audit from RHR Smith was \$7,500 per year, Bonnie Batchelder was \$20,400 per year for each year. Adam notes that the deadline for the RFP was July 2<sup>nd</sup>, and RHR Smith submitted their bid on July 2<sup>nd</sup>, and Bonnie Batchelder submitted on July 12<sup>th</sup>, 11 days after deadline. Jeff says that Ms. Batchelder was gone, and because we had cancelled the July 5<sup>th</sup> meeting, he saw no harm in extending the deadline. Joe Longo says that Jeff is not the board, and asks why the RFP was being sent to Jeff's personal house. Jeff says that the RFP was voted on with it saying they would be sent to Jeff's home. Ron Bushway asks if the responses were specific, and Jeff answers that Bonnie Batchelder was very specific, but he feels that people should read the responses and judge for themselves. Eric Godin offers to add the RFP responses to the website so they are available to everyone. Adam asks to have them added to the minutes as well. (see below). Mitchel Richardson asks if it's smart to have the current auditor audit his own

work. Jeff says he felt it was fair to send it to all the municipal auditors, and that it will be up to the Board to decide. Joe Longo asks what legal advice was given on what to do about auditing the audit. Jeff says that question has not been asked of the town attorney. Joe asks what questions were asked, and Jeff responds that legal advice from the attorney's advice would be privy only to the board members.

**Annex:** AnnaMarie Demars says that we have been trying to get an occupant for the Annex that would continue doing childcare, but if that isn't a viable option, the library could consider moving to the Annex as a temporary solution until a new Library is built. AnnaMarie says that it would offer the library a lot more room for programs and books. Jeff says that Ron Bushway and himself toured the building and he was impressed by the steel substructure, and that the building is in great shape. Jeff says there are still some projects to do at the Annex, including taking down an unused chimney. Jeff says the library commissioners should tour the building and see if the Annex would be a workable solution. AnnaMarie says that there is a playground there, which Ron confirms. Jeff says the town would ultimately like to have a daycare in the Annex, but this could be a good stopgap solution for the library in the interim. Colleen Bushway asks if the Board knows how much it cost to heat the building. Jeff says the Board can request that information from Elaine Chasse, who had been paying the utility bills at the Annex. Jeff says that air conditioning may need to be installed, as the humidity needs to be monitored for the wellbeing of the books. Joe Longo asks if there could be a profit/loss statement for the Annex. Adam states that as of right now, it's going to be a loss if it remains unoccupied, as the town will continue paying for heat. Joe asks about releasing a future profit/loss report. Jeff says that it's hard to predict what our profit and losses will be for the future. Adam says that at the end of the day, this will fall to the planning commission. Jean Prouty says that the Annex shouldn't be sold, as it's a town building, and it should fall to a decision of the town to decide what to do with the building. Jean suggests using the Annex as a meeting place, saying the town doesn't have a good public meeting place. Colleen Bushway says the library is a town entity and is owned by the town, which is apparently a point of contention. Adam says the library was built in 1925 with half the funds from fundraising and half was town money. Jeff suggests sending a copy of the deed to the town attorney to review it and give his opinion.

**Town Sign Update:** AnnaMarie says she has met with her team, and her daughter made a flyer for the design contest, and would like to put it in the Islander and on the town website. The flyer explains that the signs are old and dilapidated and need to be replaced, and indicate there is consideration of a flag going in at the site of the new signs, once they are replaced. The flyer stipulates the signs remain the same size and include the slogan 'Beauty Spot of Vermont'. AnnaMarie says that she will be reaching out to two local sign makers for bids, as she would like to keep the money local. AnnaMarie says the contest will start August 2<sup>nd</sup>, giving people a month to submit designs. Adam suggests that the old signs could go to the historical society once they come down.

**Zoom Equipment Purchase:** Eric Godin says that as he was taking steps to implement the Zoom Rooms program, it was brought to his attention that the program requires a separate Android tablet to act as a controller. Eric says that to date, the town has spent \$187 on equipment to continue broadcasting on Zoom, and says that Mike Donoghue sent him an excerpt from minutes in another town, where an RFP for \$16,000 had been put out to upgrade their town office with Zoom. Eric said that given how few people were complaining about the sound at this meeting, he felt the Board was doing alright. Eric said he would be speaking to someone from Zoom for Government to look into further solutions.

**Northwest Solid Waste Representative:** Adam says that our representative resigned in early April. Adam says he can reach out to Northwest Solid Waste for a job description for the position to discuss at the next meeting. The Board agrees to have Adam reach out.

**VIII. REVIEW AND SIGN WARRANTS**

***Adam White moves to have Jeff Parizo sign the warrants. AnnaMarie Demars seconds. No discussion. Vote passes with four ayes.***

Joe Longo asks if there should be a motion made to make sure all RFP's are received at the town office rather than to a Board members private home. Eric Godin says that he will add this to the next agenda, as we can't make a motion on it tonight, as it wasn't warned on the agenda.

**IX. ADJOURNMENT**

***AnnaMarie Demars moves to adjourn the meeting at 8:41pm. Adam White seconds. No discussion. Vote passes with 4 ayes.***

Select Board Scribe: \_\_\_\_\_  
Eric Godin

Select Board Chair: \_\_\_\_\_  
Jeff Parizo

Text of the proposed Donation Policy:

**Policy for Donations to the Town of Grand Isle**

The Town of Grand Isle accepts and appreciates donations. Donated monies must be directed through the proper channels by the Town Clerk/Treasurer and applied to the correct account(s). This policy will not apply to any separate fundraising activities engaged in by individual departments of Grand Isle (e.g. Grand Isle Volunteer Fire Department, Library, Recreation Committee, etc), and is directed towards donations towards town projects that fall under the purview of the Select Board.

Donations to the Town that are directed at projects being undertaken at the request of the Select Board are accepted, but may not be used to alter the scope or scale of a given project without review and approval by the Select Board.

Donated funds may be directed for specific items within a project by the donor, but all change orders and alterations MUST be approved by the Select Board before any monies are spent or work is begun.

Donated funds may not be used to fund projects previously rejected by the Select Board, unless said item is brought back before the Board and approved.

Grand Isle is a tax-exempt entity under Section 115(1) of the Internal Revenue Code (IRC) and charitable deductions can be taken under section 170 of the IRC by any person who makes a contribution or gift exclusively for the public purposes to any state political subdivision so long as they do so in the same tax year in which the donation was made. 26 U.S.C § 170(c)(1).

The Town Clerk will provide a receipt with the town's name on it, it's tax-exempt status [Section 115(1)], the amount and purpose of the donation, the date it was made, and whether anything of value was received in return and capturing the provision of such a receipt in the Town's policy.

Donations should be made out in the name of the Town and not to any individual officer or employee. If donors seek to restrict the use of their gift for any purpose, then they should note as much in their gift (e.g. memo field of their check). The reason for this recommendation is that the general rule of thumb is that all donations of gifts made to a town are deposited into the Town's general fund. However, if a gift or donation is for a stated purpose then that money may only be used for that purpose.

The Town will comply with State law with respect to gifts and donations made to the Town by including a description of all gifts accepted by the Select Board in the Town Report.

**Links to RFP Audit Responses**

<https://www.grandislevt.org/wp-content/uploads/2021/07/RFP-FSV.pdf>

<https://www.grandislevt.org/wp-content/uploads/2021/07/RFP-RHR-Smith.pdf>

<https://www.grandislevt.org/wp-content/uploads/2021/07/RFP-Batchelder-CPA.pdf>