

GRAND ISLE SELECTBOARD MEETING MINUTES-Draft
Monday November 7th, 2022 @ 6:00PM

CALL TO ORDER: Adam White - Chair called the meeting to order at 6:02PM

Board Members Present: Adam White, Jeff Parizo, Couper Shaw, Josie Levitt, Eric Godin

Community Members Present: Emily Clark, Lucille Campbell, Brandon Holden, Linda Effel, Ron Bushway, Colleen Bushway, Bianca Lafayette, John Lafayette, Diane Cota, Rachel Griggs, Jean Prouty, Ellen Paradee, Ester Blow, Joe Steffen, Mitchell Richardson, Joe Longo, Bob Harnish, Norman Cohen, Mike Donoghue, Melissa Boutin, Sue Moquin

Amend Agenda for Matters Not Listed: Couper added IT Update under Old Business, Jean added Dog Matter under New Business.

Review and Approve Minutes: Jeff makes a motion to approve October 7th, 2022 minutes, Couper seconds. No discussion. Passes unanimously. Jeff makes a motion to approve October 17th, 2022 minutes, Josie seconds. No discussion, passes unanimously.

Vermont Inclusion Initiative: Bob and Norman explain that the Vermont Inclusion Initiative is a goal from the Governor of Vermont to get 100% of the towns in the state to sign a document stating that they are a welcoming and safe for all people, regardless of their identity. Adam makes a motion to sign the Declaration of Inclusion, Jeff seconds. In discussion, Couper asks if any towns had decided not to sign the declaration. Bob says no. Motion passes unanimously.

Highway Department Update: Ron says we have plenty of salt for the winter season. Roadside mowing is still ongoing. They ran the old John Deere tractor and it did not overheat. Could be just a steering problem. Jeff asked if we still need radios in the trucks, Ron replies that yes, they are used often in the winter.

Building Facilities Manager Update: New library door installed. Boilers at the new town garage do not have shutoff switches installed, which they should have per 2016 Vermont law. Ron will reach out to relevant parties.

New Business:

Cost of Living FY24 Rate: From discussion in last meeting, Adam makes a motion to set COLA at 6%, Jeff seconds. No discussion. Passes unanimously.

Recreation Committee – FY24 Budget: Adam states that the Recreation Committee is submitting the same budget as last year - \$16,120. Adam makes a motion to approve, Josie seconds. No discussion. Passes unanimously.

Planning Commission – FY24 Budget: Jeff asks if IT is needed in the Planning Commission budget or if it will be under the Selectboard. Eric responds that all IT should fall under general fund/Selectboard. Northwest Regional Planning dues are unknown at this time. Jeff makes a motion to approve the budget of \$8,633 with adjustment if needed for Northwest Regional Planning dues. Eric seconds. No discussion. Passes unanimously.

Planning Commission Update on Municipal Planning Grant: Emily states that the Planning Commission is working on a Municipal Planning Grant to renew our town plan. Will be presented at next Selectboard meeting.

Planning Commission Update of Local Cannabis Board Recommendation: Emily says the State Cannabis Control Board recommends creating a local cannabis commission in order to be informed on new cannabis establishments applying in the town. The Planning Commission recommends that the Selectboard establishes itself as the local cannabis commission. Jeff says that the local cannabis commission would have the ability to enforce any local bylaws beyond what the state regulates. Emily says that currently cannabis establishments would only be regulated the same as any other business. Jeff says we should table discussion until next meeting.

Development Review Board – FY24 Budget: Joe Steffen says the DRB needs more budgeted hours for their clerk. Clerk is currently budgeted for 12 hours of work per week, FY24 budget is for 20.5 hours per week. Overall budget comes in lower than current year. Jeff has concerns about increasing budgeted hours for clerk if workload drops. Adam asks if clerk position is hourly or salary, Joe Longo replies that it is hourly, so budget would not be spent if there was no work to do. Adam makes a motion to accept DRB budget for FY24 \$34,214, Eric seconds. No discussion. Josie abstains. Vote passes.

DRB Member Appointment: Joe Steffen says the DRB found someone to fill the open position on the board. Adam asks when the term would expire. Joe Longo says it is only until the end of the year and then he will have to be reappointed. Adam makes a motion to appoint David Mignott to DRB for a term expiring Dec 31, 2022, Jeff seconds. Josie abstains. Vote passes.

Zoning Administrative Officer - FY24 Budget: Discussion tabled until next meeting so the zoning administrator can be present to answer questions.

Hyde Cabin – Repairs and Preservation: Jean says the restroom at the museum site needs a compliant handicap ramp. The Corner School needs to have wood clapboards replaced, exterior repainted, and new shutters. Needs a new alarm system due to motion activation security giving false alarms. Trees and brush need to be trimmed on either side of the area. Adam asks Ron to contact DC energy about a new security system. Emily says there are possible grants to help pay for repairs.

Dog Matter: Jean says she has been having problems with a stray dog in her yard. She was unable to find information about the dog catcher. She requested that we put more information online or a phone number to call about missing dogs in the area. Adam says we will add animal control's number to more places on the town website.

Lawn Care Bids: Adam says lawn care bids need to be in by next spring. Says it will be discussed further in January.

Old Business

SB Scribe Position: Eric says that there have not been any applicants for scribe position. Advertising for the open position will be stopped until the next meeting when there will be a more comprehensive discussion about scribe duties and wages.

Town Policies: Adam says we need uniform timesheets. Uses the library time sheet as an example of what we should do. In the future, employees will sign off on their own timesheets, and then submit it to their supervisor to sign as well. Adam sent the new template to Selectboard members to be approved in the next meeting.

Larrow Dog Matter: Jeff says VLCT has not responded to his request for help with dog ordinances. Adam says the problem is still that we do not have a place to bring the dogs. Eric spoke to someone at the Vermont Humane Society. Says they were no help. Other towns are having the same problem. Jeff says he will reach out to VLCT again.

Old Town Garage Update: Jeff says he reach out to Tyler for an update and expects to hear back from him by next meeting. There is possibly asbestos in the building which will make tear down much more expensive.

Batchelder & Associates Audit Update: Adam says the Selectboard received an email from auditor late that afternoon containing a representation letter and management letter. Adam said he will be putting the letters on the town website. Adam says the representation letter would have to be signed by the chair and returned to auditor in order to get the town financials. Selectboard agrees to potentially have a special meeting later in the week to authorize the chair to sign the letter once everyone has had a chance to read it thoroughly.

IT Update: Couper says that the computers in the town office are still malfunctioning and they need the ability to call the new IT service providers. Diane and Melissa agree. Josie asks if the lawyer has signed off on the contract.

Couper answers yes. Eric says he thinks we can use the current service we are paying for to get a few computers replaced. Adam asks Couper to contact Rural Solutions to get new computers. Adam makes a motion to authorize up to \$3000 from unassigned funds to be spent on new computers. Jeff seconds. No discussion. Passes unanimously.

Review and Sign Warrants: Adam says the street lights in town were replaced with LEDs for \$700 and they will pay for themselves with energy savings within 9 months. Jeff makes a motion to allow the selectboard chair to sign the warrants. Couper seconds. No discussion. Passes unanimously.

Executive Session: Adam makes a motion to go into executive session for highway department hiring decision. Couper seconds. No discussion. Passes unanimously.

Adam makes a motion to come out of executive session with a decision to have Ron Bushway extend an offer of employment to Steven Moore for the position of road crew at the rate of \$25 per hour. Couper seconds. No discussion. Passes unanimously.

ADJOURNMENT: Jeff makes a motion to adjourn the meeting at 8:33pm. Josie seconds. No discussion. Passes unanimously.

DRAFT