

Grand Isle Select Board
Grand Isle Town Office 9 Hyde Rd, Grand Isle VT
Minutes of the Meeting for Monday, February 20, 2023

CALL TO ORDER- Select Board Vice Chair, Josie Leavitt, calls the meeting to order at 6:00pm

Board Members Present: Josie Leavitt, Jeff Parizo, Couper Shaw, Eric Godin

Community Members Present: Ron Bushway, Colleen Bushway, Jean Prouty, Rachael Griggs, Denise Abbott-Douglass, Diane Cota, Ellen Howrigan, Melissa Boutin, Sue Moquin, Jonathan Debono, David Leake, Glenda Leake, Sue Lawrence, Lucille Campbell, Todd Chagnon, Esther Blow, Joe Longo, Bianca Lafayette, John Lafayette, KC Fantoni, Mitchel Richardson

Review and Approve Minutes of February 6, 2023: *Jeff Parizo makes a motion to approve the February 6, 2023 minutes. Couper Shaw seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.*

Highway Department Update: Ron Bushway says that he wanted to ask Adam White and the select board if a letter has been sent out to Cianbro about Griswold Road. Ron Bushway says that he thinks a certified letter should be sent out in regards to Griswold Road. Josie Leavitt clarifies if Ron Bushway is requesting a letter be sent in regards to fixing Griswold Road, Ron Bushway says yes. Ron Bushway explains that turning heavy equipment at the entrance of that road eats up the pavement. Ron Bushway says that the CO2 detectors at the new garage are not working properly. Ron Bushway explains that he tested them with Adam White and found that they are outdated. Ron Bushway says that he's been in touch with Scott Brothers, a sales rep from Control Technologies, to troubleshoot the issue. Ron Bushway says that Adam White brought him portable CO2 detectors to use in the meantime. Ron Bushway says that Scott Brothers quoted \$1,912 to fix the three CO2 detectors that are not working properly.

Annex Chimney: Ron Bushway says that he had a mason from South Hero, Collin Marcotte, look at both chimneys. Ron Bushway said the mason said both chimneys need repointing. Ron Bushway he was quoted \$725 for the small chimney and \$1,465 for the big brick chimney. Jeff Parizo asks if those costs would be cheaper than tearing them down, Ron Bushway says yes. Jeff Parizo asks when the work would take place, Ron Bushway says in the spring.

Josie Leavitt makes a motion to approve \$725 to fix the small chimney at the Annex and \$1,465 to fix the big chimney, Collin Marcotte will do the work sometime in the spring. Jeff Parizo seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Rec Committee Appointment: Josie Leavitt says Nancy Willette has a 1-year term on the REC Committee, ending December 31, 2023.

Jeff Parizo makes a motion to move Nancy Willette for a 1-year term, ending December 31, 2023. Josie Leavitt seconds. Eric Godin asks if the term was defined, Josie Leavitt says yes, that it was said that it's a 1-year term, ending December 31, 2023. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

VT Electric Road Row Occupancy Request: Josie Leavitt reads the letter sent to the Grand Isle Select Board. Josie Leavitt explains that VT Electric needs to come and maintain the areas around the electric lines on Pearl Street and that they didn't make it to Grand Isle last year and need to come this year. Josie Leavitt explains that this work includes cutting vegetation and tree limbs that have grown close to the lines.

Jeff Parizo makes a motion to approve the Vermont Electric Co-op's road right-of-way occupancy request. Eric Godin seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Turn To Joy Sign: Jeff Parizo explains that Turn to Joy would like to put up a sign on the building for their business and a small second sign by their door.

Jeff Parizo makes a motion to allow Turn to Joy to put up the signs that were approved by the ZAO. Josie Leavitt seconds. No further discussion. Jose Leavitt calls the vote, which passes unanimously.

Town Meeting Information Meeting Discussion: Josie Leavitt says that the Town Meeting Informational Meeting will be on Saturday, March 4 2023 at 10am. Josie Leavitt says that the select board members, Angie Low, and Ronnie Bushway should be there by 9:30am to help set-up. Josie Leavitt says that she will post about the meeting in Front Porch Forum and asked Melissa Boutin to have it put in The Islander.

FY23 Audit Discussion: Josie Leavitt says that she would like Jordon Plummer and Fred Duplessis of Sullivan & Powers to walk the select board through the audit report. Josie Leavitt says she reached out to them to see if they can attend either the March 6th or the March 20th select board meeting to do so and is waiting for a response. Eric Godin mentions that calling a special meeting for the audit walk-through should also be considered as an option.

Fish Hatchery MOU: Jeff Parizo says that the Fish Hatchery sent the selectboard an MOU with a flat rate for the next 5 years. Jeff Parizo mentions that Melissa Boutin said there should be an increase, asked the Fish Hatchery about an increase, and is waiting to hear back from them.

TEC Development Appeal of DRB decision: Jeff Parizo says that the town attorney wasn't initially notified about the appeal. Jeff Parizo says that David Rugh, the town attorney, has now been notified.

Josie Leavitt makes a motion for Jeff Parizo to contact the town attorney about the TEC appeal of the DRB decision. Couper Shaw seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Grand Isle Service Award: Jeff Parizo says that Adam White sent in a suggestion for a community member to receive the Grand Isle Service Award. Jeff Parizo asks the select board and present community members if they have anyone that they'd like to suggest. Josie Leavitt goes over the parameters for the award. Jeff Parizo says that Adam White suggested Anna Marie DeMars. Everyone agrees that Anna Marie Demars is a good choice.

Jeff Parizo makes a motion to approve Anna Marie DeMars as the next recipient of the Grand Isle Service Award. Josie Leavitt seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Grand Isle Fire District #4 Request for Permit Fee Waiver: Esther Blow asks if the select board can waive the permit application fee for the addition to their building. Esther Blow says that the fee is \$215. Jeff Parizo clarifies that it's for a conditional use permit fee through the DRB.

Josie Leavitt makes a motion that they waive the permit fee for the Grand Isle Fire District #4 for the amount of \$215 for their application for a conditional use permit. Couper Shaw seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Lawn Mowing RFP: Jeff Parizo goes over what Adam White wrote up. The select board members agree that it looks good. Jeff Parizo says that the select board will look into the best places to post it.

Dog Ordinance Discussion: Josie Leavitt explains that they looked over the updated dog ordinance per the VLCT. Josie Leavitt says that they would need to do a special public comment period before they could adopt a new dog ordinance. Jeff Parizo says he would like the town attorney to review the new dog ordinance that VLCT put out. Couper Shaw mentions that the current dog ordinance needs to be enforced and would like Trevor Boutin to be brought in to speak about how to best enforce the current ordinance. Jeff Parizo says that they might want to consider a special meeting with Trevor Boutin in regards to the dog ordinance.

Personnel Policy Update:

Double Time Pay for Holidays: Ron Bushway says he would like town employees who work on a holiday receive double time and if they work on a holiday and it's overtime, for it to be double time and a half. Jeff reads the current policy for holiday time pay, which states that holiday time is currently time and a half.

Eric Godin makes a motion to change the personnel policy for town employees for holiday time to:

If an employee is required by the town to perform work on any of the above holidays, the employee will be paid such work hours at double time their regular rate of pay. Should the employee work overtime on a holiday they will be paid at double time and a half their regular rate of pay.

Jeff Parizo seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Unused Time Discussion: The selectboard discusses what the current policy is for accrued unused vacation time and how and when it should be paid out. Jeff Parizo says he will have the town attorney look over what they are considering to change for unused accrued time.

Legal Review Update: Jeff Parizo says that the review should take place in the next week or two.

Two checks for hours worked: Jeff Parizo questions why two checks would be paid to an employee in the same week for overtime. Melissa Boutin explains that is legal to do so and helps the employee. Jeff Parizo says that it is not best practice to do so. Couper Shaw explains that sometimes that practice makes it more difficult for the accountant, and that if their accountant says it's not a problem for them, it should be considered ok to do so. Josie Leavitt says she will discuss the matter with Sullivan & Powers.

ARPA Funds Investment: Melissa Boutin explains that she looked into options and found that CD rates between 12 months and 18 months are paying 1.25%-1.26% and that money market that it's currently in is paying a higher percent at 1.75%.

Sullivan & Powers FY22 Audit Discussion: Josie Leavitt explains that Sullivan & Powers had given the select board a quote for \$26,000 for FY22 and that if they have them do it again next year it will \$500 more. Josie Leavitt says she would like to stick with them for another year. Eric Godin says that he would like to first see their presentation of the FY22 audit first. The select board agrees to wait for the presentation before making a decision for FY23.

Payroll Module- NEMRC: Jeff Parizo explains that there are a few modifications to the report he'd like to see. Melissa Boutin says that she can have the modifications made that Jeff Parizo would like to see.

Selectboard Meeting Monday March 6th: Jeff Parizo asks if there will be a select board meeting on Monday, March 6th. Josie Leavitt says yes, that they will have to be able to sign the warrants.

Review and Sign Warrants:

Jeff Parizo makes a motion to allow the Vice Chair to sign the warrants and an additional \$78.48 for an electric bill. Couper Shaw seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.

Adjournment:

Josie Leavitt makes a motion to adjourn the meeting at 7:50pm. Couper Shaw seconds. No further discussion. Josie Leavitt calls the vote, which passes unanimously.