

**Grand Isle Select Board**  
**Grand Isle Town Office 9 Hyde Rd, Grand Isle VT**

**Minutes of the Meeting for May 15, 2023**

**CALL TO ORDER:** Selectboard Chair, Couper Shaw, calls the meeting to order at 6:00pm

**Board Members Present:** Josie Leavitt, Jeff Parizo, Couper Shaw, Ellen Howrigan

**Community Members Present:** Melissa Boutin, Shawn Mercy, Sue Lawrence, Colleen Bushway, Ron Bushway, Denise Abbott-Douglass, Rachael Griggs, Lucille Campbell, Emily Clark, Christine Bourque, Adam Farris, Mary Parizo, Esther Blow, Joe Longo, Howard Demars, Jennifer Morway, Jean Prouty, Mike Donoghue, Gil Livingston

**Add to Agenda:** Selectboard Vacancy

**Review and Approve Minutes of May 1, 2023 with corrections:** *Jeff Parizo makes a motion to approve the minutes of May 1, 2023 with corrections. Ellen Howrigan seconds. Josie Leavitt abstains. Couper Shaw calls the vote which passes.*

**GUESTS: Christine Bourque and Adam Farris, Blue Heron Farm-** Christine Bourque gives an overview of Blue Heron Farm and explains that they are coming to the board asking for a letter of support for a grant from CRRP. Christine Bourque explains how the grant will help the farm and the community. Josie Leavitt asks what CRRP stands for. Adam Farris answers that it stands for Community Recovery and Revitalization Program. Couper Shaw explains that Angela Low has drafted a letter of support for Blue Heron Farm. *Josie Leavitt makes a motion to approve the letter, get it on town letterhead, and have Couper Shaw sign the letter. Jeff Parizo seconds. Couper Shaw calls the vote, Ellen Howrigan recuses herself from the vote for professional reasons, Couper Shaw, Josie Leavitt, Jeff Parizo vote aye. Vote passes.*

**Rachael Griggs, Grand Isle Fire Department Auxiliary-** Rachael Griggs explains that the Grand Isle Fire Department Auxiliary is hosting a Rabies Clinic at the Fire Department on May 20 and is asking for permission for visitors to park in the field. Rachael Griggs asks if it would also be possible to have that field mowed for the event. *Jeff Parizo makes a motion to give the Grand Isle Fire Department Auxiliary permission to have access to the south field for the Rabies Clinic. Josie Leavitt seconds. Couper Shaw calls the vote, which passes unanimously.*

**Emily Clark, Planning Commission-** Emily Clark of the Planning Commission updates the selectboard about the kick-off meeting they had with Greta Brunswick about the Municipal Planning Grant and the process for revising the Town Plan. Emily Clark explains that the first item they need to address is the Agreement for Planning Services with the Northwest Regional Planning Commission that needs to be signed by the selectboard. Jennifer Morway explains that revising the Town Plan will make it easier for future projects to take place and to apply for future grants. Emily Clark says that the Planning Commission is looking to create a working group of citizens and members of various boards that want to work alongside the Planning Commission during this planning process, starting by attending Planning Commission meetings. Jeff Parizo comments that the Town Plan is also referenced in DRB decisions. Howard Demars agrees and comments that the Town Plan can supersede By Laws. Jennifer Morway says that it is an important time for people to take note of what the Planning Commission is working on and that they need more voices involved. Emily Clark says that the Planning Commission meets the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of the month at 6pm at the Town Office and that anyone interested in working alongside the Planning Commission during the Town Plan revision process should consider attending. Couper Shaw asks how they are planning to get a group of people together. Emily Clark says that they will start with stakeholders and have stakeholder invite their friends to join them, and have friends invite more friends. Emily Clark says they will advertise and make posts to get the word out as well as have a project website. Emily Clark notes that there will likely be one or

two vacancies on the Planning Commission by year end and are hoping interested parties will consider joining the Planning Commission. Ellen Howrigan asks who the stakeholders are. Emily Clark says they would start with people who work in the Town Office, selectboard members, recreational committee members, library friends, and other board members. Ellen Howrigan asks if land owners are included, Emily Clark says absolutely as well as any town members that would like to be part of this working group. ***Josie Leavitt makes a motion for Couper Shaw to sign the Agreement for Planning Services by and between the Northwest Regional Planning Commission and the Town of Grand Isle Vermont. Jeff Parizo seconds. Couper Shaw calls the vote, which passes unanimously.***

**Highway Department Update:** Ron Bushway updates the selectboard on brush and tree cutting. Ron Bushway gives an update on Green-Up Day and Free Metal Day. Ron Bushway says that the CO2 detectors were serviced last Wednesday. Ron Bushway says that they have been clearing out the Town Garage. Ron Bushway says he priced out a Pedestrian sign, that it's \$50 plus shipping for a 18" x 24" road sign. Ron Bushway updates the selectboard on the new speed limit signs. Ellen Howrigan asks the selectboard if they should go ahead with getting a couple pedestrian signs for areas like Pearl Street. The selectboard agrees that they should, that it is within the highway department budget. The selectboard agrees to order 2 signs and discuss the wording for the signs, deciding on *Slow for Pedestrians*.

**Buildings Facilities Manager Update:** Ron Bushway says that he has replaced the screen door at the town hall. Ron Bushway thanks Ron Prouty for building a ramp at the Hyde Cabin. Ron Bushway says Comcast is scheduled to install internet at the transfer station on Wednesday (May 17). Josie Leavitt asks how much it will cost. Ron Bushway says that it is \$99 to install and \$99 per month for service. Jeff Parizo asks Ron Bushway if the \$99 per month cost fits in his budget, Ron Bushway verifies that it is. Jeff Parizo asks if they will remove the sign off the Old Town Garage before demolition. Ron Bushway says he asked the contractor if he can remove it without damaging it and will let them know once he hears back.

## NEW BUSINESS

**Turn to Joy- Fountain/Sink:** Jeff Parizo explains that Turn to Joy would like to replace the fountain with a sink. The selectboard discusses the request. ***Jeff Parizo makes a motion to allow Turn to Joy, Carol Egan, to replace a non-functioning water fountain with a working sink for handwashing. Josie Leavitt seconds.*** Josie Leavitt notes that she would like to make sure they know they would be paying for it and not the town. Jeff Parizo says yes. He will make sure to note that in his reply. ***Couper Shaw calls the vote, which passes unanimously.***

**Agenda Posting Locations:** Couper Shaw says that they have lost the ability to post agendas at the Post Office and they need to decide on another posting location. The selectboard discusses the rules for posting locations and decide that they will continue posting agendas at the Town Office and Emmon's and add the Library as the third location. The selectboard discusses where they will post agendas for ordinances and decide that they will post at the three locations listed prior as well the transfer station, town website and Front Porch Forum. Denise Abbott-Douglass asks what happened with the post office. Ellen Howrigan says she contacted the post office about this and found that the Post Office had a federal inspection and were told they can no longer allow things to be posted in the post office. Joe Longo comments that the transfer station has a lot of local traffic and is a great option to post agendas and ordinances.

**NARCAN Discussion:** Ron Bushway says the Department of Health said that the town can obtain NARCAN and is now looking into whether it has a cost or not and he will update the selectboard once he finds out.

**Listers Extension:** Sue Lawrence explains that the Listers will not be able to complete all of the inspections by the due date of June 4<sup>th</sup> and is asking the selectboard to sign a form to give them a 30-day extension. ***Ellen Howrigan makes a motion to sign the form, giving the Listers an extension. Josie Leavitt seconds. Couper Shaw calls the vote, which passes unanimously.***

**Town Health Officer:** Couper Shaw says that the term for the Town Health Officer ends at the end of this month. **Jeff Parizo makes a motion to reappoint Ron Bushway as the Health Officer for the 3-year term. Ellen Howrigan seconds. Couper Shaw calls the vote, which passes unanimously.**

**Dog Warrant:** Couper Shaw says that there is a warrant to sign from Trevor Boutin. Jeff Parizo explains that they must sign this every year. **Jeff Parizo makes a motion to approve the town constable for this dog warrant.** Jeff Parizo reads the Dog Warrant:

*By the authority of the State of Vermont, you are hereby commanded forthwith to impound and/or destroy in a humane way all dogs and wolf-hybrids not duly licensed according to law, except as exempted by 20 V.S.A. § 3587; and you are further required to make and return complaint against the owner or keeper of any such dog or wolf-hybrid. A dog or wolf-hybrid that is impounded may be transferred to an animal shelter or rescue organization for the purpose of finding an adoptive home for the dog or wolf-hybrid. If the dog or wolf-hybrid cannot be placed in an adoptive home or transferred to a humane society or rescue organization within ten days, or a greater number of days established by the municipality, the dog or wolf-hybrid may be destroyed in a humane way.*

*Hereof fail not, and due return make of this warrant, with your doings thereon, within 90 days from the date hereof, stating the number of dogs or wolf-hybrids destroyed and the names of the owners or keepers thereof, and whether all unlicensed dogs or wolf-hybrids in such town (or city) have been destroyed, and the names of persons against whom complaints have been made under the provisions of 20 V.S.A. chapter 193, subchapters 1, 2, and 4, and whether complaints have been made and returned against all persons who have failed to comply with the provisions of such subchapter.*

*Given under our hands at Grand Isle aforesaid, this 15th day of May, 2023.*

**Josie Leavitt seconds. Couper Shaw calls the vote, which passes unanimously.**

**Platinum Property Contract:** Couper Shaw says that a motion had already been made for the contract and they now need to sign it. The selectboard signs the contract.

**Selectboard Vacancy:** Jeff Parizo reads a letter of resignation by Eric Godin. In the letter, Eric Godin explains that he can no longer serve on the selectboard citing time constraints due to his employment. Eric Godin apologizes to the town, says the decision was difficult, and thanks the people of the town for support and encouragement. Eric Godin ends the letter encouraging the board to nominate Jonathan Debono to fill his seat. Jeff Parizo says they must advertise the position, take applications, and then either decide at a regular meeting or hold a special meeting. Couper Shaw says he thinks that they should fill the seat before the next regular meeting. Jeff Parizo says that they must give an adequate amount of time to warn the position and receive applications. Couper Shaw offers the idea of holding a special meeting on May 31<sup>st</sup>. The selectboard agrees to hold a special meeting on May 31<sup>st</sup> at 6pm at the Town Office to interview applicants and vote. Josie Leavitt says she will send the notice to The Islander and have it printed in the May 19<sup>th</sup> edition.

### **OLD BUSINESS**

**ARPA Funds:** Couper Shaw says that the Planning Commission is present and would like to talk about ARPA Funds. Ellen Howrigan says she thought the item was in regards to moving the ARPA funds. Emily Clark asks if they have worked moving the funds with Katie Buckley, Jeff Parizo says yes. Couper Shaw says that ARPA need to be earmarked by the end of 2024 but would like to wait to discuss it until they have a full board. Jennifer Morway states that its very important for the Planning Commission to know what ARPA money will be used for soon. Jeff Parizo says he would also like to figure the ARPA funds out. The selectboard discusses what is required for the ARPA funds and what their options are. Emily Clark asks if the selectboard will discuss both earmarking the ARPA funds and the motion to move the funds at the next meeting. Emily Clark explains that the Planning Commission approached the selectboard in April 2022 about the ARPA

funds and have since been working towards the town plan with the idea that the funds would be earmarked by now. Couper Shaw says he cannot guarantee that a motion will be made at the next meeting, but there will be continued discussion on this item at the next meeting.

**Speed Limit Ordinance:** Couper Shaw explains that they missed the deadline for warning the ordinance and need to adopt the motion once again. ***Jeff Parizo makes a motion to approve the new town speed ordinance. Josie Leavitt seconds. Couper Shaw calls the vote, which passes unanimously.***

**Town Report:** Couper Shaw says that Melissa Boutin researched and found that the voters decided in 2010 to stop mailing out the Town Report to everyone. The selectboard discusses what might be involved in mailing the town report again, if it needs to be voted on, what the expenses are for mailing it, and how it might be handled in the future. The selectboard agrees to speak to the town attorney about the best way the town might go about mailing the town report again.

**Opioid Settlement:** Couper Shaw says they have received the sharps containers. The selectboard discusses where to hang them and who should empty them. The selectboard decides to hang three of them with the locations being the beach, the recreational park and the town office and that Ron Bushway will take training and empty them.

**CD Rates:** Jeff Parizo says that Community Bank has CDs for municipalities. Jeff Parizo says he contacted North Country but has not heard back from them yet. Jeff Parizo asks Melissa Boutin if she could reach out to M & T Bank. Emily Clark says she has a contact for the selectboard at Northfield Savings Bank. Josie Leavitt comments that she would feel more comfortable if they split the amount and utilized three institutions for FDIC insurance. Josie Leavitt says she will speak with the accountant and see what his advice is about that and will update the selectboard on his response.

**REVIEW AND SIGN WARRANTS:** ***Jeff Parizo makes a motion for the selectboard chair to sign the warrants. Josie Leavitt seconds.*** Ellen Howrigan asks what legal fees for \$4,300 encompassed. Melissa Boutin explains that it was for the DRB appeal. ***Couper Shaw calls the vote, which passes unanimously.***

**ADJOURNMENT:** ***Jeff Parizo makes a motion to adjourn at 7:50pm. Josie Leavitt seconds. Couper Shaw calls the vote, which passes unanimously.***