

**Grand Isle Select Board**  
**Grand Isle Town Office 9 Hyde Rd, Grand Isle VT**  
**Minutes of the Meeting for Monday June 5, 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:** Denise Abbott-Douglass, Glenda Leake, David Leake, Jean Prouty, Rachael Griggs, Ron Bushway, Colleen Bushway, Tim Olver, Jonathan Debono, Esther Blow, Lucille Campbell, Sue Lawrence, Joe Longo, Roth Perry, Jen Morway, Shawn Mercy, William Shaw, Bianca Lafayette, Tim Maxim, Wendy Rosica, Mary Parizo, Mike Donoghue, Debra Lang, Tonya Poutry

**Add to Agenda:** Under New Business- Couper Shaw adds Employee Departure, Denise Abbott-Douglass adds Procedures, Shawn Mercy adds Planning Commission Info. Couper Shaw tables Town Report Distribution Discussion until the June 19<sup>th</sup> meeting. Under Old Business- Rachael Griggs adds Road Postings, Denise Abbott-Douglass adds Donaldson Dump Site.

**Review and Approve Minutes**

**April 24, 2023:** *Josie Leavitt makes a motion to approve the April 24<sup>th</sup> Special Meeting minutes. Jeff Parizo seconds. No further discussion. Couper Shaw calls the vote which passes unanimously.*

**May 15, 2023:** *Ellen Howrigan makes a motion to approve the May 15<sup>th</sup> meeting minutes. Jeff Parizo seconds. No further discussion. Couper Shaw calls the vote which passes unanimously.*

**May 31, 2023:** Ellen Howrigan tables approving the May 31<sup>st</sup> meeting minutes, citing she has not read them yet.

**Guests**

**Kelly Buckley, ARPA Funds Discussion:** Ellen Howrigan explains that Kelly Buckley has not called in, but is available to call if there are any questions. Ellen Howrigan says that she has shared the motion language and applicable statutes with the rest of the selectboard and explains that she spoke with Fred Dupleis in regards to this motion. ***Ellen Howrigan moves that they obligate and expend the remaining ARPA funds in the amount of \$603,656.56 to offset municipal operating expenses in the current fiscal year. Jeff Parizo seconds.*** Emily Clark asks if there were any other language about requirements for any other steps. Ellen Howrigan answers that this is was advised to make the motion for at this meeting. Jeff Parizo asks if it will need to be reported again, Couper Shaw says it will need to be reported one more time for this year. ***No further discussion. Couper Shaw calls the vote, which passes unanimously.***

**Roth Perry, Rec Committee Member Increase Request:** Roth Perry explains that they have more people interested in joining the Recreation Committee and would like to expand the number of members on the committee. Roth Perry says he would like to increase the committee from 7 members to 9 members. Jeff Parizo asks Roth Perry to send the selectboard the names of the people who would be joining the committee, that given the agenda item they could make a motion to increase the seats on the committee but will have to add a new agenda item at the next meeting to approve the individuals.

Couper Shaw agrees. ***Jeff Parizo makes a motion that the recreation committee increase their members from 7 to 9. Ellen Howrigan seconds. No further discussion. Couper Shaw calls the vote which passes unanimously.***

**Tim Olver, Fire Department Coin Drop Request:** Tim Olver says that he is asking the selectboard to approval the Fire department's 2023 Coin Drop. ***Jeff Parizo makes a motion that the Fire Department hold their coin drop on Saturday July 15<sup>th</sup>, 2023. Josie Leavitt seconds.*** Ellen Howrigan mentions to Tim Olver that he should notify Ray Allen of the event, Tim Olver agrees. ***No further discussion. Couper Shaw calls the vote which passes unanimously.*** Jean Prouty asks where the Coin Drop will be held, Tim Olver says it will be at 185 US-2 at Saint Joseph's Church. Jean Prouty asks if the Food Shelf will be open that day, Josie Leavitt says that they will not be on that day.

**Highway Department Update:** Ron Bushway says that the rest of the culverts have been replaced on Pearl Street, stop bars have been painted, roadside mowing has begun, potholes are being filled and that they replaced the Stop sign by the state park that was run-over. Ron Bushway says they are still waiting for information regarding the accident at the transfer station. Josie Leavitt explains that the St Albans State Police have been in touch with the person who was driving. Ron Bushway says that the state police have not given them a police report but told Ron Bushway that one could be made available to them for \$40. Couper Shaw says that he feels like it is worth the \$40 fee to get that police report. Couper Shaw says that they will get an update on this issue and address it at the next meeting.

#### **New Business**

**Employee Departure:** Couper Shaw says that Joe Longo has served the town for over 17 years and his last day will be Friday June 6<sup>th</sup>. Couper Shaw asks if the town could pay for the fee for The Islander announcement of Joe Longo's departure. The selectboard decides to put this on the next selectboard agenda.

**Special Election Discussion:** Couper Shaw paraphrases David Rugh's reply regarding to steps for the special election, stating that warning the special election now is premature and that the warning should be 30-40 days before the date of the special election. Couper Shaw says that, taking all of that into account, the earliest date they can hold a special election is August 1<sup>st</sup>. Couper Shaw explains that this timeframe will give candidates time to submit petitions. Couper Shaw explains that the candidates need to get signatures of 1% of the registered voters in Grand Isle and the petitions need to be submitted 6 Mondays prior to the election, giving the petition submissions a due date of June 19<sup>th</sup>. Couper Shaw says the warning for the special election should be published in the June 28<sup>th</sup> edition of The Islander. Couper Shaw says that the warning will include the candidates' names. Josie Leavitt asks what 1% of the registered voters are currently. Couper Shaw says they will have to check. Josie Leavitt states she believes for the last election it was 18 signatures needed, and that 25 signatures would be a safe amount to go with, but that they should check. The selectboard agrees with the August 1<sup>st</sup> date for the special election. The selectboard decides to post an announcement of information regarding submitting petitions to run for the open seat on Front Porch Forum, the town website and this week's edition of The Islander.

**Procedures:** Denise Abbott-Douglass says that a selectboard meeting should not start before the meeting officially starts and wanted to mention that because she feels a meeting started before it

officially started two meetings ago. Ellen Howrigan says she agrees that they should be diligent before and after meetings.

**Planning Commission Info:** Shawn Mercy says that he has information for the selectboard regarding ARPA funding regarding the possibilities for its use and the status of the town office and the library in relation to the Americans with Disabilities Act such as how many people are having difficulties entering the buildings, restrooms that are not adaptable, and the town people who are not being serviced because of limitations. Shawn Mercy gives the information to the selectboard.

### **Old Business**

**2023 Audit Discussion:** Ellen Howrigan says the auditor told her that their schedule fills up quickly and that Melissa Boutin should reach out to him to schedule. Jeff Parizo asks Ellen Howrigan to email Melissa Boutin in regards to what the auditor advised. Ellen Howrigan says she will.

**Fraud Policy Discussion:** Ellen Howrigan says this was a recommendation in the management letter from Sullivan & Powers and that they have all been working to gather information and documents for it. Ellen Howrigan asks if they should send a draft of it to Sullivan & Powers. Jeff Parizo says that they should have the town attorney review it first. Josie Leavitt says she liked the guide and the checklist and would like to add some of those details to the policy draft. The selectboard agrees to send it to David Rugh for review. Josie Leavitt says she will take this on. The selectboard discusses what they would like to add and that they will add this discussion to the next agenda.

**Town Report Distribution Discussion:** Tabled until 6/19

**Opioid Settlement Discussion:** Ellen Howrigan says that Ashley Hanlon found a curriculum that she would like to use at the school and that it is about \$175. ***Ellen Howrigan makes a motion to use some of the Opioid Settlement money to order a substance abuse prevention curriculum that Ashley Hanlon has found to use in the schools. Josie Leavitt seconds. No further discussion. Couper Shaw calls the vote which passes unanimously.*** Ron Bushway says that he did research and filled out some forms to try and get a supply of NARCAN to accompany the AED boxes. Ron Bushway says that he was notified that they cannot supply NARCAN unless all staff at each location has been trained to administer NARCAN. David Leake says that Rescue could help with training staff and that he will speak to his board about this. Ron Bushway says that the sharps containers are not the correct ones to use in the town. Ron Bushway says that they need the ones that it comes with liners and a lock. Ron Bushway says the ones ordered should be returned and the correct ones will then be ordered along with the liners. The selectboard agrees.

**Donaldson Dump Site:** Denise Abbott-Douglass says that the jersey barriers at Donaldson have been pushed out like a gate and that someone has now dumped trash bags and wood chips on top of the trash. Denise Abbott-Douglass says that she left a message at the State Park to see if they have any guidance as what to do about this issue and that she will keep calling them. Jean Prouty adds that people have begun to dump trash on the west side of Route 2 as well. Rachael Griggs asks if they were still going to hang trail cams. Couper Shaw says that they decided against them at Donaldson given that there are multiple sites that people now dump trash. Couper Shaw says that since it is state land that it is legal for anyone to hang a trail cam and if they do and find out who is dumping trash, to bring that memory card to Ray Allen. Denise Abbott-Douglass says that because of the trash being dumped at

Donaldson, she now has an issue with rats in her house which costs her monthly to remediate, and that it is frustrating that there is not anything that can be done about it. Josie Leavitt says that she thinks the selectboard should write a complaint letter to the state about this issue that can back-up Denise Abbott-Douglass' phone calls and put pressure on the state to address this. Jean Prouty said it may be beneficial to contact Max Hunter about this issue. Josie Leavitt says she will contact Daniel Fitzko, the new commissioner of Forest, Park and Recreation about this issue and will update everyone at the next selectboard meeting.

**Road Postings:** Rachael Griggs says she noticed Lovers Lane was not listed on the speed limit traffic ordinance. Rachael Griggs also notes that for Hyde Rd, the ordinance lists the Town Garage as a marker and it is no longer there. Couper Shaw says that any road that was unlisted as unchanged. Jean Prouty notes that the speed limit changed for Allen Road Extension, not Allen Road, that Allen Road is a state road but the extension is a town road. Couper Shaw says he has received that feedback from others about that detail too.

**Review and Sign Warrants:** Josie Leavitt makes a motion that the chair review and sign the warrants. Jeff Parizo seconds. No further discussion. Couper Shaw calls the vote which passes unanimously.

**Adjournment:** *Jeff Parizo makes a motion to adjourn the meeting at 7:09pm. Josie Leavitt seconds. No further discussion. Couper Shaw calls the votes which passes unanimously.*