

**Grand Isle Select Board**  
**Grand Isle Town Office 9 Hyde Rd, Grand Isle VT**  
**Minutes of the Meeting for Thursday March 7, 2024**

**CALL TO ORDER:** Selectboard Chair, Jeff Parizo, calls the meeting to order at 5pm.

**Board Members Present:** Josie Leavitt, Jeff Parizo, Jen Morway, Ellen Howrigan, Ron Bushway

**Board Members via Zoom:**

**Community Members Present:** Colleen Bushway, Glenda Leake, Elise Whittemore, Angie Low

**Community Members via Zoom:** Esther Blow, Lucille Campbell

**Add to Agenda:** Jen Morway moves Selectboard Standard Operating Procedures to the April 1<sup>st</sup> meeting

**FIRST ORDER OF BUSINESS:**

**Nominate & Elect Selectboard Chair & Vice Chair:**

*Ron Bushway nominates Jeff Parizo as Chair, Jen Morway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*

*Josie Leavitt nominates Ellen Howrigan as Vice Chair, Ron Bushway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*

**Review and Approve Minutes:**

**February 19, 2024:** *Ellen Howrigan makes a motion to approve the February 19, 2024 minutes. Jen Morway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes. Ron Bushway abstains.*

**Public Comment:** Jeff Parizo announces that the Planning Commission will be holding at Community Meeting on Forest Integrity and Habitat Blocks on Tuesday March 12<sup>th</sup> at 6pm in the Grand Isle School Cafeteria.

**New Business:**

**Designate meeting time/place, posting Locations & Newspaper of Record:** *Jeff Parizo makes a motion to continue with the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month at 6pm at the Grand Isle Town Office. Jen Morway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*

*Jeff Parizo makes a motion to continue with the newspaper of record to be The Islander. Jeff Parizo comments that The Islander is celebrating 50 years of publication and is moving it's publication date to Thursdays. Ellen Howrigan seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*

**Jeff Parizo makes a motion to continue with the posting locations as the Town Office, the library, and Emmon's and the town website. Ron Bushway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

**Appointments:**

**Assistant Emergency Coordinator: Tyler Hemmingway: Jeff Parizo makes a motion to accept Tyler Hemmingway as the Assistant Emergency Coordinator. Josie Leavitt seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

**Tree Warden: Bill Baron: Jeff Parizo makes a motion that Bill Baron continue as Tree Warden. Ellen Howrigan seconds. Josie Leavitt asks if they can meet with Bill Baron regarding assessing and tagging the Ash trees. The selectboard agrees. Jeff Parizo says he will invite him to a future meeting to discuss.**

**Northwest Solid Waste District- Open Position: Jeff Parizo explains that they should advertise this opening in The Islander to find someone to fill the position.**

**Northwest Regional Planning Commission: Howard Demars & Barclay Morris: Jeff Parizo makes a motion to appoint Howard Demars and Barclay Morris to the 1-year term. Ellen Howrigan seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

**Northwest Regional Planning Commission Transportation Advisory Committee: Barclay Morris: Jeff Parizo makes a motion to continue with Barclay Morris in this position. Ron Bushway seconds. Jeff Parizo says that he would like to invite Barclay Morris and Howard Demars to a future meeting to get an update. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

**Selectboard Conflict of Interest and Rules & Procedures Documents: Jeff Parizo makes a motion to accept the Conflict of Interest Policy as writer. Josie Leavitt seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

Jeff Parizo asks if there are any changes they would like to make on the Rules & Procedures. Josie Leavitt says she would like to add that if there are three unexcused absences, the selectboard stipend should be docked. Jen Morway adds that it should also become a discussion item at a meeting. The selectboard agrees that they should add attendance in the Rules & Procedures. Jen Morway says they could add something along the lines of: *Selectboard Participation is essential and that after three unexcused absences they shall forfeit their stipend pay* under item #5 of the Rules & Procedures. Ellen Howrigan asks who will excuse the absences. Josie Leavitt proposes that an excused absence would be when the select board member alerts the Selectboard Chair of an absence with advanced notice. Jen Morway says advanced notice should be at least 24-hour notice. The selectboard agrees to amend the Rules & Procedure after they define the language to be used. The selectboard agrees to accept the Rules & Procedure and amend it once that language is decided upon.

**Jeff Parizo makes a motion to approve the Rules & Procedures for the Town of Grand Isle for the ensuing year. Jen Morway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

**Solar Eclipse Letter: The selectboard discusses the letter Jen Morway has prepared to post to notify community members of how to prepare for the solar eclipse on April 8<sup>th</sup>.**

***Jeff Parizo makes a motion to publish this letter on the website and Front Porch Forum. Jen Morway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.***

**Old Business:**

***Letter of Support- New Library Project: Jeff Parizo makes a motion to accept the letter of support for the library project. Josie Leavitt seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes. Jen Morway abstains because she wrote the letter.***

**Selectboard Standard Operating Procedures:** Tabled to the April 1<sup>st</sup> meeting.

**Administrative Check-In:**

**Jeff:** Will schedule with Bill Baron to attend a meeting to discuss tagging Ash trees, will schedule Barclay Morris and Howard Demars for updates for a future meeting.

Jen Morway asks Angie Low to discuss two ideas she has for the selectboard. Angie Low says that she has been wondering if having a Facebook Page for the Town would be helpful, that they could post everything that is posted on the website there such as meetings and announcements. The selectboard agrees and discusses what they could post and the privacy settings for the page and the possibility of also creating an Instagram account for the town to post flyers and announcements to. Angie Low says her second idea was that the Town could have its own newsletter. Angie explains that the newsletter could include brief updates from each Town department and local organizations, that it could include the announcements. Angie Low explains that they could post it on the website but also offer printed copies to those who do not have access to the internet. Angie Low says they could consider printing a black & white newsletter with the printer at the town office on 11"x17" paper and fold it in half. The selectboard discusses the idea. Josie Leavitt asks Angie Low how often was she thinking it would occur, Angie explains that they could do it weekly or monthly, that they could start with monthly and change to weekly if there is enough information to do so. The selectboard asks how much time this would take her. Angie Low explains that setting it up would take the longest but that if the right procedures are put in place, it should not take too much time to produce. Angie Low explains that she could set it up that each department emails her on a set day with an update of a line or two of text and that could be enough to create the newsletter's content. Josie Leavitt comments that there are many departments and local organizations that no one ever hears about and it would be nice to see regular updates on them. The selectboard says that Angie Low should look at templates and there can be a slow ramp-up to the newsletter. Jeff Parizo says they should start with the Facebook page and they can go from there. Jen Morway notes that a printed newsletter would allow those without internet to get updates. Josie Leavitt explains that having a printed newsletter would make town updates more equitable for those not on the internet.

**Josie:** Will add the attendance piece to the Rules & Procedures.

**Adjournment:** *Ellen Howrigan makes a motion to adjourn at 5:35pm. Ron Bushway seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*