

Grand Isle Select Board
Grand Isle Town Office 9 Hyde Rd, Grand Isle VT
Minutes of the Meeting for Monday June 17, 2024

CALL TO ORDER: Selectboard chair, Jeff Parizo, calls the meeting to order at 6pm.

Board Members Present: Ron Bushway, Jeff Parizo, Ellen Howrigan

Board Members via Zoom:

Community Members Present: Melissa Boutin, Colleen Bushway, Jean Prouty, Brad Sheridan, David Leake, Glenda Leake, Barclay Morris, Emily Clark, Emily White, Roth Perry, George Cameron, Steve More, Scott Perron

Community Members via Zoom: Lucille Campbell, Sue Lawrence, Esther Blow, Tyler Wren, Mike Donoghue, Julie Hulburd

Add to Agenda: Ron Bushway adds George Cameron Curb Cut under Highway Update. Jeff Parizo moves Highway Dept update to after Guests. Jeff Parizo tables Marilyn Mahusky & Personnel Policy.

Public Comment:

Review and Approve Minutes: *Ron Bushway makes a motion to approve the minutes of June 3, 2024, with corrections. Ellen Howrigan seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.*

Guests:

Roth Perry, Recreation Dept- Swimming Area Delineation & Park Ranger Position: Roth Perry (Roth) says they found a candidate for the Park Ranger position, Peter Southwick. Jeff Parizo (Jeff) asks Roth if that is within their budget, Roth confirms that it is. Roth explains that a \$25 per week allowance was discussed for trash removal and asks if that is ok. Jeff asks Melissa Boutin (Melissa) if there is a category in payroll for that, Melissa says there is a category for mileage that is per mile. Roth explains that it would need to be for the labor involved with the trash removal as well, Melissa says that he would need to add an hour to his timesheet that details that it is for trash removal. Melissa says that he should also keep track of his mileage if he is using his personal vehicle. Roth and Melissa discuss the next steps for onboarding Peter Southwick. Roth notes that they did get permission to use the field above the park for overflow parking and discusses the steps involved with making that field usable, including insurance coverage. Emily White discusses the swimming area and the requirements for the buoys, explaining the Selectboard will need to look over the requirements to meet state guidelines. Jeff says they will continue the discussion on the swim area at a future meeting when the entire board is present.

Tyler Wren, Farm to Fork- Bike Tour: Tyler Wren (Tyler) discusses the details of the Farm to Fork Bike Tour taking place Sunday July 14th. Tyler goes over the routes, the number of cyclists involved, the rules given to the cyclists, and schedules. Tyler says that the riders will be wearing numbers and their bike will also have their number. Barclay Morris notes that last year, for this bike tour, there was a sign posted at

the end of East Shore that blocked the view of oncoming traffic and asks that they be careful of the positioning of any signs that could block drivers' view.

Barclay Morris- NWRPC Update: Barclay Morris (Barclay) and Jeff discuss a culvert on Rt 2 near Art Goodrich. Barclay discusses paving specification changes. Barclay discusses exit 17 updates. Barclay says that the Bridge 6 project in Swanton, aka the Veterans Memorial Bridge, will begin July 8th and it should take 20 days to complete, that the detour will be BeeBe Hill Road. Barclay notes that they will be working on the rail crossing before the bridge in Alburgh starting in October 2024 and completing it in January 2025. Jeff asks Barclay about replacing the culvert at the Crick, Barclay notes that that project has not been brought up yet. Barclay brings up the new RPC renewable energy plan, that they will need to follow the new guidelines coming from Montpelier, discussing how it will need to be updated in the town plan.

Scott Perron- Excavator Discussion: Scott Perron goes over the rental agreement for the excavator, the Selectboard discusses details with Scott Perron and Brad Sheridan. The Selectboard and Brad Sheridan discuss purchasing the excavator and whether there are other expenses associated with it. Jeff notes that there is about \$78,000 in the budget. The Selectboard decides they will continue this conversation at the next meeting to give them time to review the numbers and details.

Highway Department Update: Ron Bushway (Ron) updates the selectboard on the highway road crew position, explaining that the job opening has been printed in The Islander, posted on the Town Website, and posted on the Town Facebook page. Ron says he has not received any responses yet. Ron gives an update on mowing and gravel grading on Hanson Lane. Ron says that a second culvert has been completed at Vantine's Access.

George Cameron Curb Cut: Ron Bushway (Ron) explains that George Cameron at 31 Griswold Road has applied for a curb cut. Ron goes over the details of the application. Ron says he and Brad Sheridan have approved the application. ***Jeff Parizo makes a motion to approve the highway right-of-way access permit for George Cameron at 31 Griswold Road. Ron Bushway seconds. No further discussion. Selectboard chair, Jeff Parizo, calls the vote which passes unanimously.***

REVIEW AND SIGN WARRANTS: The Selectboard asks Melissa Boutin questions regarding the warrants. The Selectboard questions Melissa Boutin on a few timecards. ***Ron Bushway makes a motion for the Selectboard chair to review and sign the warrants. Ellen Howrigan seconds. No further discussion. Selectboard chair, Jeff Parizo, calls the vote which passes unanimously.***

Buildings Facilities Manager Update: Ron says he spoke with Alan Landry regarding the Historical Schoolhouse, that he thinks the clapboards are either pine or spruce. Jeff asks Jean Prouty to have the Historical Society speak with Alan Landry about the potential repairs. Jean Prouty says that she and the Historical Society will investigate and discuss the options. Jeff notes that any work to be done will need a quote. Ron says Alan will continue assessing the work that needs to be done for a quote.

IT Update

.Gov Email Update: The Selectboard agrees that they are all now using the .gov email addresses. Ron says his next step is to get his new email on his cell phone.

Open Meeting Law Requirements: The Selectboard discusses Act 133 and the changes to Open Meeting Law. Ellen Howrigan reads Act 133, detailing what the changes are. Jean Prouty asks if a Board member attends by Zoom, should they have to have their camera on. Jeff says he feels the camera should be on and they should not be muted, that they could put in that into a policy. Ellen Howrigan says she feels anyone attending a board meeting by Zoom, when speaking, should have their camera on. Mike Donoghue comments that the Selectboard should contact the Secretary of State and ask that they put that into their best practices regarding how to operate in Zoom board meetings.

New Business:

July 1st Discussion: The Selectboard discusses the Fourth of July, noting that they usually take that week off from meetings. The Selectboard discussing needing to adopt the personnel policy before the start of the fiscal year. The Selectboard decides to cancel the July 1st meeting and hold a special meeting on Thursday, June 27th at 6pm, noting that they will adopt the personnel policy and sign warrants at that meeting. ***Ellen Howrigan makes a motion to hold a special meeting on June 27th to go over the Personnel Policy, the warrants, the excavator and anything else they need to address and not have their scheduled meeting on July 1st. Ron Bushway seconds. No further discussion. Selectboard chair, Jeff Parizo, calls the vote which passes unanimously.***

Sheriff's Contract: Jeff asks Melissa about the Sheriff's budget of \$189,279.96, asking where that is within the town budget. Melissa says it's in the General Fund under law enforcement, on page 42. Melissa says she sees the budget as \$182,280, noting that is the amount that was on the ballot. Jeff says they will investigate this further and discuss it at the next meeting.

Forest Fire Warden: Jeff explains that this position is up for appointment, that Ron Bushway was recommended to remain the Forest Fire Warden. ***Ellen Howrigan makes a motion to appoint Ron Bushway as Forest Fire Warden. Jeff Parizo seconds. No Further discussion. Selectboard chair, Jeff Parizo, calls the vote which passes unanimously.***

Town Garage Generator: The Selectboard discusses the grant for the town garage generator and the money put aside for it.

Audit Discussion: Jeff explains that the auditor has sent the Selectboard a letter to sign to begin the audit. Jeff says he will scan the letter and send it to the Selectboard and they will discuss and sign it at the next meeting.

Old Business

Opioid Settlement Money: Ellen says that they received another \$164.10 from the Opioid Settlement. Ellen asks Ron if people are using the needle deposit boxes. Ron says he checked the box at Mary Crest Beach and it was empty.

Financials

CD Review: Ellen explains that they have some CDs maturing in June and asks Melissa about rates and a timeframe for the CDs. Melissa explains to the Selectboard what the options are from local banks. Melissa gives rates from Northfield Savings Bank, M&T, and North Country Bank. Melissa lists the options: North Country: 24 months at 5.3%, 9 months at 4.95%; Northfield: 6 months at 4.5%; M&T: 12 months at 4%. Melissa says that there are 3 CDs maturing at the end of June, that they are for the

Record Preservation Fund, the Capital Equipment Fund, and the Reappraisal Fund. Melissa explains that she will need to finalize the numbers on money from the current fiscal year that will be deposited to those accounts. Jeff asks Melissa to get final figures to them for the next meeting. **Jeff Parizo makes a motion that the three CDs that are maturing for the Record Preservation Fund, the Capital Equipment Fund, and the Reappraisal Fund be done through North Country Bank for 9 months at 4.95% unless M&T Bank can match that rate and duration. Ellen Howrigan seconds. No further discussion. Selectboard Chair, Jeff Parizo, calls the vote which passes unanimously.**

Administrative Check-In:

Jeff: Investigate insurance for the swim area. Email a copy of the audit letter to the rest of the Selectboard. Contact Ray Allen about the difference in amounts in his budget. Email the excavator quote to the rest of the selectboard. Email the appointment for Forest Fire Warden.

Adjournment: Ellen Howrigan makes a motion to adjourn at 7:50pm. Ron Bushway seconds. No further discussion. Selectboard chair, Jeff Parizo, calls the vote which passes unanimously.