

# 01-27-2025 Grand Isle Selectboard Special Meeting

## Meeting minutes

### Call to Order

Selectboard Chair, Jeff Parizo, Called the Meeting to Order at 6:00 pm.

### Board Members Present

Board members present were Ron Bushway, Jeff Parizo, Jennifer Morway, and Ellen Howrigan.

### Board Members Absent:

Board members absent were: Josie Leavitt

### Community Members Present

Community members present included Colleen Bushway, Carol Egan, Alice Dunn, Barbara Geris, Ann Marie DeMars, Melissa Boutin, and Carrie San Angelo.

### Community Members Present via Zoom:

Community members present online included: Sue Lawrence, Nikki Lampman, Jennifer Morway (briefly for testing), Lynda Morgan Gardiner, Emily Clark, Lucille Campbell, Eric Martens, and Jennifer DelMonte

### Amend Agenda for Matters Not Listed

Ellen requested to add the Ethics Commission under Old Business before the Turn to Joy item. The Board agreed to the Amendment.

### Public Comment

There was no public comment.

### Review and Approve Minutes

#### January 20, 2025 with corrections

*Ellen Howrigan made a motion to approve the January 20, 2025 minutes with corrections. Ron Bushway seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

### Guests

There were no guests present for discussion.

### Review and Sign Warrants

*Jennifer Morway made a motion for the chair to sign the warrants. Ron Bushway seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

### Financials

The board noted that the financials looked good and could be returned to Melissa.

### Highway Department Update

## **Excavator Rental**

Ron Bushway reported that the excavator rental would be under \$2,000, so they would not need two bids as previously thought. He stated they would proceed with the rental when the weather allows, aiming for 30-degree temperatures before the ground gets muddy.

## **Sign Certificate of Mileage for Grand Isle**

*Jeff Parizo made a motion to approve the Certificate of Highway Mileage for the year ending February 10, 2025. The certificate stated Class 2 roads at 9.31 miles, Class 3 roads at 18.23 miles, and state highways at 10.175 miles. Ron Bushway seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

The board members signed the certificate dated January 27, 2025.

## **Buildings Facilities Manager Update**

Ron Bushway reported that he could not order any fire station items until he heard from Carrie regarding MERP approval. He also mentioned receiving a contract for the fire station generator's annual service, costing \$621 or \$590 if prepaid by February 7. The Board agreed to process this through the warrant system.

## **IT Update**

### **DRB Scribe Microsoft License**

The Board discussed a letter from Joe Steffen, DRB Chair, requesting an enhanced G3 Microsoft license for DRB Clerk Marie Prescott to access her former files. The Board debated the need for the license versus encouraging the use of OneDrive for security and backup purposes. They decided to have Carrie meet with Marie and others to provide training on OneDrive usage before making a decision on the license upgrade.

## **New Business**

### **Dog Ordinance Issue**

The Board discussed ongoing issues with dogs in the community, particularly on a specific road. They reviewed reports from Trever, the Animal Control Officer, and an email from the dog owners. The Board noted that the dog owners had taken steps to restrain their dogs, including installing a run line. They emphasized the importance of having proof when enforcing the Ordinance and encouraged neighbors to document any future incidents. The board also discussed the need for safe walking conditions and good neighborly relations.

## **Old Business**

### **Lawn Care RFP**

*Jennifer Morway moved to approve the Town of Grand Isle invitation to bid RFP for lawn care and maintenance. Jeff Parizo seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

Ellen Howrigan presented the edited RFP for Lawn Care services. The Board discussed advertising the RFP on the Town website, bulletin boards, and in the Islander newspaper.

### **2026 Budget Approval**

*Jennifer Morway moved to approve the proposed Town General Budget amount of \$1,241,424.45 and the Highway Budget expenses of \$543,530. Jeff Parizo seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

Jennifer Morway noted that the budget was \$21,000 less than the previous year's budget.

### **Notice of Town Informational Meeting**

The Board confirmed that arrangements had been made with the school for the Town Informational Meeting on Saturday, March 1, at 10:00 AM at the Grand Isle School.

### **Annual Town Meeting Warning**

*Jeff Parizo made a motion to approve the official Warning for the Annual Town Meeting for the Town of Grand Isle, with polls open from 7 AM to 7 PM. Ron Bushway seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

### **Ethics Commission**

Ellen introduced the new ethics training requirement that began January 1, 2025. The board discussed who needs to complete the training, including select board members, DRB, planning commission, and other town officials and employees. They agreed to distribute the training link and track completion. The board also discussed arranging for open meeting law training in April.

### **Turn to Joy - Executive Session**

*Jeff Parizo made a motion to enter executive session to consider contracts with Turn to Joy pursuant to 1 VSA 313(a)(1)(A) and 313(a)(1)(F). Jennifer Morway seconded the motion. The motion passed unanimously.*

The board entered executive session at an unspecified time and exited at 7:10 PM.

*Jeff Parizo made a motion to approve a payment of back rent in full, spread over the next twelve months, with a check for the January payment of \$750. Ellen Howrigan seconded the motion. Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously.*

### **Administrative Check-In**

Carrie:

Have Official Town Warning and Notice of Informational Meeting posted in the Islander.

Update Internal Controls documentation with Angie and/or prepare new to ratify.

Find Open Meeting Law Training Date in April with Northwest Regional Planning.

Advertise Lawn Care RFP.

Meet with DRB Clerk and other Town employees to review using Microsoft 365 Online with One Drive.

Contact school a week prior to Town Informational Meeting to verify arrangements.

### **Adjournment**

*Ellen Howrigan made a motion to adjourn the meeting. Ron Bushway seconded the motion Selectboard Chair, Jeff Parizo called the vote. No further discussion. The motion passed unanimously. The meeting was adjourned at 7:11 PM.*