

Town of Grand Isle  
**02-16-2026 Selectboard Meeting**  
Meeting minutes

### CALL TO ORDER

The meeting was called to order at 6:00 PM. Board Members Present: Ron Bushway, Jeff Parizo, Ellen Howrigan, Jennifer Morway. Board Members via Zoom: Aimee Cochran. Community Members Present: Dwight Bullis, Colleen Bushway, Sara Santor and Melissa Boutin. Community Members via Zoom: Lucille Campbell.

### Amend Agenda for Matters NOT Listed

Ron Bushway asked if the board needed to discuss the informational meeting or town meeting, suggesting it be added under old business. Jeff Parizo also noted the organizational meeting after town meeting should be discussed, confirming it would be Thursday after town meeting at 6 PM regular time per their SOPs. The Franzoni Resolution was tabled since Aimee was attending remotely. Ellen Howrigan had nothing to add. Jennifer Morway had nothing to add.

### Public Comment

There was no public comment offered during this portion of the meeting.

### Review and Approve Minutes

The board reviewed minutes from the February 2, 2026 meeting. Ellen Howrigan noted that Josie's name appeared in the transcript and needed to be removed.

Motion: Jennifer Morway moved to approve the minutes with corrections. Ellen Howrigan seconded. All in favor. Motion carried.

### Guests

No guests were present for this meeting.

### Review and Sign Warrants

The board began reviewing warrants but had questions, Ellen Howrigan pointed out discrepancies with Island Cleaning Services invoices, noting one bill for the fire station showed a total of \$160 but then \$470 at the bottom. The board asked Melissa Boutin to reach out to Island Cleaning Services.

Ellen also questioned a \$51 credit on an Islander invoice. Melissa suggested it might be a misapplied payment from someone else's account, possibly a credit card payment. There was also discussion about a nonprofit discount.

A typo was identified on the Pitney Bowes warrant - it should be 58 cents instead of 52 cents.

Motion: Jennifer Morway moved that the chair sign the warrants with corrections.

Ellen Howrigan seconded. Aimee abstained from voting as she was not in the room. All in favor. Motion carried.

## Financials

No financial reports were presented as they were not due until the second meeting of the month, no later than the 20th.

## Highway Department Update

Ron Bushway reported the highway department had been plowing and sanding. They cut 112 ash trees, with the last ones being larger and taking more time. They would be cutting for another half day tomorrow, which would use up the budget for this fiscal year.

Jennifer Morway asked about the zoning map showing problem trees, wondering if all the identified trees had been removed and there was discussion about removing the cut trees from the map. Discussion ensued about locations with remaining problem trees on West Shore, East Shore north, Adams School Road, and other areas.

The crew had also been repainting Steve's office when they had time.

## Curb cut application for 234 West Shore Road

Ron Bushway read the application submitted by Robert Morway (Jennifer Morway recused herself from this discussion). Steve had reviewed the site and determined: "Driveway could be put in to B-71 standards, 12 foot minimum with 20-foot radius at road. No culvert needed at this point, as long as driveway is put in at high point of properties, the water can flow both directions from new driveway location. The site distance is now good."

The board confirmed they had received a check for the permit fee. It was noted the website incorrectly listed the fee as \$20 when it should be \$100.

Motion: Jeff Parizo moved to approve the town right-of-way access permit for 234 West Shore Road, Grand Isle. Ron Bushway seconded. All in favor, within Jennifer recusing herself. Motion carried.

## Buildings Facilities Manager Update

Ron Bushway reported that fire panels were inspected at the annex and garage. He changed the fire department air handling system filters and replaced fluorescent bulbs at the library, cleaning the fixtures while on the ladder as they had bugs in them. All fire extinguishers had been checked in all buildings for February except the annex.

## IT Update

Aimee Cochran reported they were working on getting Paul access to all the different domains with Melissa's help. Paul was building the basic framework for the website and would have another meeting once that was set.

Jeff mentioned he received an email from the listers requesting monitors and told them to reach out to Thrive to determine what made sense.

## New Business

### Zoning – subscription for ArcGIS Mapping tool

The board discussed a \$732.46 annual subscription for an ArcGIS online mapping tool. Jennifer Morway explained she had helped Steve with a grant application that would have been ideal for this type of mapping tool, particularly for stop bars and tree removal documentation.

Jeff suggested the tool would be valuable for both zoning and highway departments, noting he could have used it for the historical preservation documentation for the generator project. The board agreed it would help avoid cobbling together inadequate maps.

Discussion turned to funding, with Jeff suggesting that for next year's budget, zoning and highway should split the cost 50/50, similar to how zoning and listers share mapping costs. For this year, they would pay from the IT budget surplus.

Motion: Jennifer Morway moved to approve the subscription for the ArcGIS mapping tool and pay for it out of the IT budget. Ellen Howrigan seconded. Aimee Cochran asked for clarification on the price - \$732.46 per year. All in favor. Motion carried.

## Old Business

### Lawn care services – bid opening

Jennifer Morway recused herself from this discussion. The board reviewed bids ranging from \$45,000 to \$9,000 for two years of service.

Jeff Parizo noted the two lowest bids were from Platinum Property (current contractor) at \$9,660, and Bladez (Brogan Decker) at \$9,000. Platinum had been doing the work for 3-4 years under previous contracts.

Discussion arose about whether advertising "sealed bids" was contradictory when they accepted emailed bids. Jennifer Morway noted their procurement policy might not actually require sealed bids. Jeff pointed out the two bids they were considering were physically delivered sealed bids. In the future the board will have bids sent directly to the Selectboard Administrator.

Ron Bushway and Ellen Howrigan expressed support for Brogan Decker, with Ellen saying "I think he will do a great job. He mows across the road from me."

Motion: Ellen Howrigan moved to go with Brogan Decker/Bladez Property Services. Aimee Cochran seconded. All in favor with Jennifer recusing herself. Motion carried.

The board directed Sara to notify all bidders and ensure Brogan provided insurance certificates listing the town.

### Trees in Town rights-of-way

This item was added due to recent emails from property owners. Jeff Parizo reported the attorney was working on a letter with state statute references clarifying responsibilities. Jennifer Morway added the letter would also address whether property owners want to keep the wood or have the town remove it.

Ron Bushway noted Steve would talk to the Adams School Road property owner the next day. They were willing to give the owner time to plant a new hedge further back from the right-of-way before cutting the existing trees. Discussion included that cedar trees grow quickly and could be topped to encourage lateral growth.

Jeff asked if stumps were being cut low enough for mowing. Ron confirmed they were cutting at ground level as much as possible given snow and ice conditions.

### Franzoni Resolution

This item was tabled since Aimee Cochran was participating remotely.

### New library update

Jeff Parizo provided a detailed update on library construction progress. Excavators had started digging and encountered some ledge, but the hammer equipment freed it within an hour or two. There was considerable frost variation in different sections.

As of Friday, they had the south wall left to complete. The Contractor, Chris Dubuque, reported today that the south wall was done. There was a foot of stone under the footings with drainage pipe installed.

Tentative schedule (weather permitting):

- Footings to start tomorrow
- Walls in by end of week
- Concrete to set over weekend with blankets
- Backfilling to begin next week
- 2-inch Styrofoam insulation to be ordered and installed
- Foundation backfilled by end of next week

Chris would then start framing. The plan was to get the building enclosed before pouring the slab or installing electrical and plumbing, allowing interior work to proceed in dry conditions. Chris was ordering trusses with a 3-4 week delivery estimate.

Important changes included moving the electrical service to avoid crossing the parking lot for future expansion. Extra conduits would be installed for both Comcast (current provider) and future fiber optic service from Fidium, which was planning to build out Grand Isle this summer. Separate conduits were required for separate services.

Jeff still needed to submit applications for water and electrical service and would request waiving the \$4,000 hookup fee.

Jeff provided financial clarification. The review process would involve Jeff checking invoices, sending them to Jennifer and Karen for grant processing, then to Melissa for payment. Payments wouldn't be delayed by warrant approval if grant-reimbursable.

Jennifer explained the complexity arose from two separate grant funds transferable to the project, requiring careful invoice separation for items like insulation, foundation labor, zip system, and solar that qualify for grant reimbursement. Melissa was working with the auditor on the best process to avoid triggering audits on both funds.

Jennifer provided a financial summary (as of February 2):

- Total project: \$1,867,728
- MERP grant available: \$407,000 (quotes coming in at \$377,981)
- Grant funds remaining: \$1,537,572.40
- Projected shortfall: \$47,825
- Available library funds: \$100,000
- Library fund balance: \$535,306

The board expressed optimism that all costs would be covered by grants, with remaining library funds available for future building maintenance reserves.

Jeff noted that once Island Estimating completed foundation work, Steve More would install the mound system when activity slowed down.

The board discussed gathering at 9 AM before the February 28 informational meeting at 10 AM at the school to set up. Sara is meeting with Paula the day before to get access information and WiFi passwords. Equipment needs included podium, projector, microphone stand, and chairs.

For the organizational meeting on March 5 at 6 PM, Sara would warn it as a special meeting following the established agenda from previous years.

Melissa is planning to call a BCA meeting to decide on election officials and whether to preprocess votes. This would be scheduled for February 24 or 25 at 6 PM with 5-day notice required.

## Executive Session

No executive session was held.

## Administrative Check-In

No administrative items were discussed.

## Adjournment

Jeff noted they wanted to meet Jennifer's predicted 6:48 PM adjournment time. At 6:45 PM:

Motion: Jennifer Morway moved to adjourn the meeting. Ron Bushway seconded. All in favor. Motion carried.

The meeting concluded with reminders about the upcoming schedule.