

**GRAND ISLE SELECTBOARD SPECIAL MEETING MINUTES
THURSDAY, MARCH 18, 2021 @ 6:00PM via ZOOM**

I. CALL TO ORDER: Jeff Parizo-Chair called the meeting to order at 6:00PM

Board Members Present: Jeff Parizo-Chair, AnnaMarie DeMars-Vice Chair, Diane Cota, Adam White and Eric Godin
Community Members Present: Donna LeClair, Ray Mitchell, Bill Baron, Charles Hollon, Melissa Boutin, Todd Boutin, Ron Bushway, Joe Longo, Mike Kemsley, Michael Inners, Shannon Bundy, Rachael Griggs, Tonya Poutry, and Bill Stone

Amend Agenda for Matters Not Listed: Under Guests – Fire Chief Todd Boutin re: Lawn care at fire station and controlled burn of town property south of the fire station. New Business - American Rescue Plan. Old Business – New Garage-Security Cameras and move in date.

II. GUESTS: Donna LeClair DRB Clerk: Review applications for DRB Clerk: Donna LeClair is requesting the Selectboard appoint Marie Prescott as the new DRB Clerk and would like her to start training right away. After discussions the Board made the following motion.

Diane Cota motioned to appoint Marie Prescott as Development Review Board Clerk starting March 19, 2021 and paying \$18.00 per hour for 90 days then increasing to \$20.00 per hour. Eric Godin seconds the motion. After a brief discussion all vote in favor and the motion passes.

Ray Mitchell GI Rescue President: Certificate for use of GIVFD Fire Station for COVID-19 Vaccines: Ray Mitchell reported that Grand Isle Rescue has arranged with Grand Isle Fire and Community Health from Burlington to have six events to distribute COVID-19 vaccines. The first was last Friday (March 12) with 60 Pfizer vaccines shots given out. CHCB has a license and mutual agreement with the assumption that the fire department owned the building. As for the owner of the building the fire department will be taken out and the town will be added. The four pages are pretty much what the fire department agreement is for use of the meeting room, kitchen and bathroom but no place for the Selectboard signatures. The advantage to signing their agreement is they bring their liability insurance into the plan with up to one million dollars coverage for damages and fire. Ray and Fire Chief Todd Boutin don't see any issues with this agreement. Ray would add a signature line for the Selectboard and that the Town being the owner into the contract.

Adam White motions to approve the lease agreement with the Grand Isle Volunteer Fire Department Inc. and Town of Grand Isle as the licensor and the Community Health Centers of Burlington being the licensee. Diane Cota seconds the motion. No further discussion, all vote in favor and the motion passes.

Ray said the plan is to give 60 shots the first three weeks, then 120 for the remaining 3 weeks. All registrations for the shots are going through the State of Vermont on line. Ray has a call-in list for any leftover shots so they can be used up. Weeks four, five and six will be for the second shots for those who received the first shots then open up to the community. Ray said CHCB also requested use of the clinic to have vaccines from Johnson and Johnson open to educators of Grand Isle County which will be next Wednesday. Eric will sign the contract for the Selectboard.

Todd Boutin, GIVFD Chief: Lawn Care and Controlled Burn: GIVFD Chief Todd Boutin is requesting the lawn care company clean the salt and sand off the lawn at the fire station soon so it doesn't kill the new grass. He said the culvert has sediment as well. Ron Bushway, Road Commissioner will be in contact with the lawn care company as soon as a new contract is confirmed. Todd said he will hose down the pad and parking lot and will pile it at the edge of the driveway containing it with sand bags. Ron will have the highway department remove the pile and clean the culvert. Chief Boutin also said the fire department would like to do a controlled burn of the grass south of the fire station. Ron Bushway, fire warden said the State guides the burns. Todd would like to do the burn Wednesday and will check with Ron on Monday to get a permit.

Discussion before regular meeting begins, Voter Check List: Diane Cota said the whole voter check with the request for information has gone on way too long and it's time to end the harassment. Eileen (Blow) wanted to know who put her name on the list. Diane said it was her because she knew Eileen was out of town certain times of the year and was doing her due diligence as a BCA member and there were others who she thought of who are out of town for part of

the year. She said there is no animosity and doesn't know what all the angst is about, why there was so much harassment from Mike Donoghue and Eileen Blow. The BCA had a meeting with two people attending who were not BCA members. She doesn't know who contacted Eileen to spread this vicious lie, whether it was one of the non-BCA attendees or a BCA member. If it was a BCA member we have a big problem in our town. She said she hopes Tonya (Poultry). This has got to stop. Diane didn't know Eileen's ad was in the Islander when she put Eileen's name on the list and hopes this is the end of it.

- III. Highway Department Update:** Got the steam generator ready. Cleaned some culverts out. Roads are now posted. Worked on financial grant papers for paving which they fill out every year. Demand for paving is more than what is budgeted for. Someone hit the stop sign at Hodgkin's Place and hit the telephone pole which moved some. Melissa Boutin, Town Clerk said she received a message from someone who said they hit that stop sign but didn't mention the telephone pole. They left their name and phone number.

Bill Baron said he was asked to mention how the snow is removed at the fire station. They have six passage doors and whether they have a buffer over them or not they need to be shoveled.

Buildings Facilities Manager Update: Ron Bushway said the Knox boxes have been installed on the fire station, town office and new highway garage. What is needed is a key to the library and lettering for the boxes. He said there is an old Knox box that doesn't have a key. Adam said the issue is fire rescue and sheriff has the same key for all the county. The Knox box Ron removed has a different key. The Annex key is the correct key. Adam asked if this box could be donated to the fire department so it could be use in demonstrations for fire prevention. It was agreed to give it to the fire department. They are going to be doing a campaign.

- IV. REVIEW AND APPROVE MINUTES: March 8, 2021:** Eric Godin motions to approve the March 8, 2021 Selectboard minutes. Diane Cota seconds the motion. No further discussion. All vote in favor and the motion passes.

V. NEW BUSINESS:

Appointments: Each appointment was discussed and motions made to fill them. Notes of interest are needed from each interested. Todd Boutin said for vicious dogs it's hard to deal with.

- **Tree warden:** Adam White motions to appoint Bill Baron as Tree Warden for the Town of Grand Isle. Eric Godin seconds the motion. No further discussion. All vote in favor and the motion passes.
- **Pound Keeper:** Diane Cota motioned to accept Todd Boutin as Pound Keeper. Eric Godin seconds the motion. No further discussion. All vote in favor and the motion passes.
- **Northwest Regional Planning Commissioner Representatives:** Barclay Morris was appointed for a one-year term on March 8. AnnaMarie was to ask Howard DeMars if he is still interested. Moved to April 15 SB meeting.
- **Northwest Solid Waste District Representative** Michael Kemsley was appointed for a one-year term on March 8.

Transfer Station Recertification: Mike Kemsley spoke with Diane Cota and Ron Bushway and he said he has a couple of issues. He said he wasn't aware of the town owning the transfer station and isn't aware of any other town owned transfer stations. Ron said he deals with John Leddy at NSWDC who approves our composting plan.

Diane said she has been working on this recertification since last October and didn't get the cooperation needed from Brad Sheridan, Road Foreman or Ron Bushway, Road Commissioner. We have to have this signed and turned

03-18-2021

in by the 31st of this month. Melissa Boutin helped Diane with figures she needed and John Leddy has been a tremendous help. She sent it to Brad weeks ago because he wanted to review the document and she hasn't received any response. Ron said Diane hadn't approached him but Diane said she did and it is in one of our meetings. Diane said it is now turned over to Jeff as chair and it's his responsibility as chair because she didn't get any help from Brad and Ron.

Jeff said he has the information Diane emailed him, including the permit. She also said the documents at the town office that he hasn't picked up yet needs to go with this.

03-18-21

Mike Kemsley said you can avoid all this by putting someone that is accountable in charge of permitting and oversight of the transfer station. It isn't a simple thing but is a necessary part of doing business. John Leddy is very helpful in guiding one through the process. The permit is for 10 years so there is time to figure it out. Diane mentioned that John Leddy said there needs to be a contact person to deal with this.

Adam asked who is in charge of this. Diane said she picked it up because no one else came forward.

Mike said if anything happens it will land on the Selectboard.

Jeff said he was always under the assumption it is the Road Commissioner.

Melissa said because it is operated out of the Town's general fund the responsibility would be on the Selectboard.

Mike said it is a fulltime job and one person needs to be in charge.

Jeff will contact the State tomorrow, get Diane's paperwork and go from there. Diane said what is left to do is the management report. There are questions on there that need answers.

Mike Helmsley is thanked for attending.

Discuss March 10th School meeting and discuss Pre-school and Learning Adventure: Jeff said he attended the Zoom meeting and found there is going to be a survey to find out what is out there. Mike Inners said the school program is not a full daycare, it's a part time program. Adam said there is a wait list of over 18 right now at Champlain Parent Child Center and they will be preschoolers soon. There is a big hole with the Learning Center closing. Eric said the amount of State regulations on child care is intense.

East Engineering Civil permits signatures Adam asked where we are going with all these permits and has the community been involved. We have put thousands of dollars into the permits and design and we are a long way from building another new building. Jeff said before COVID we were moving forward but now it looks like it will be a couple more years. With \$1.725 million for the new fire station and \$1.2 million for the town garage we need to reshape what the town needs. His concern is we are doing a lot without bringing in the community.

Jeff agrees the price needs to be worked on. Jeff, Melissa and the Library members were in on the planning.

AnnaMarie said the plan was to also have a community room for the town to use.

Eric said a lot of money is being thrown in and this gives us time to see what the community wants and what we can afford. Jeff said the permits will not go away and will stay with the land. They could be amended as it is based on the number of people using the building. Diane asked what we have spent on the permits. Jeff said it's around \$25,000 with the Library paying half to get started (and will be reimbursed through the bond).

There was further discussion on use of other buildings as well as focusing on bringing businesses and jobs here.

Lawn Care bid – Platinum Property Management & Construction: The towns lawn care contract is to be renewed this spring for two years from April 2021 to April 2023. Ads will be in the Islander, on the town website, on FB and FPF. Lawn care bids will be accepted at the town office by end of day Friday, April 2, 2021. All bids will be reviewed at the April 5th Selectboard meeting. Also they hopefully will be able to start spring cleanup prior to April 15.

Liquor License Renewals:

- **Grand Isle Art Works:** A renewal for one-year license to sell first class restaurant and bar malt and vinous beverages.

Adam motions to approve liquor license for Grand Isle Art Works. Eric Godin seconds the motion. No further discussion. All vote in favor and the motion passes.

- **Emmons Supermarket:** A renewal request for a one-year license to sell second class malt and vinous beverages for one year.

Adam motions to approve liquor license for Emmons Super Market. Diane Cota seconds the motion. No further discussion. All vote in favor and the motion passes.

Millbrook estimate #7232: Jeff said the estimate is to have roofs installed over the two doors at the rear of the new garage to prevent snow from falling from the roof preventing the opening of the doors. He had sent pictures of the large amount of snow that fell and blocked the doors. Todd Boutin, GIVFD Chief said maybe the snow guards on the roof aren't doing their job. He said the snow guards on the roofs of the fire station work great. Adam suggested they look into snow guards as well. After the discussion Eric said we could at least take the time to look at the alternatives such as snow guards and not having to spend the \$4,000+ for the roofs. The change order is then tabled.

Town Website: Jeff said he would like to see the recorded videos on the town website. Charles Hollon, G.I's IT said there is a serious issue with the amount of data you can upload onto the website and any video would be way above the amount you could upload. Adam said the Selectboard has a link to LCATV recordings and anyone can click on it. All regular meetings and any special meetings are recorded by LCATV. Rachael said she has all the Selectboard meeting minutes and recordings uploaded to thumb drives that are date labeled and stored in the town vault.

Selectboard members bring agenda items to work on for the year: Tabled to a future meeting.

Key for town office: Jeff said it seem there are no extra keys available and he would like a key to the town office. Melissa said she is happy to get a key made for the Knox Box. In the past before COVID there was a key and a sign-up sheet for meetings and people would leave the key on the table when they leave. She said Ron comes when they have a need and he is notified when we have an issue and doesn't need a key. Jeff said he still would like a key.

Charles said when you start giving out keys you have an issue with the actual accessibility to the office. There is a lot of personal, identifiable information that is attainable and anybody can access. For example his computer which has a host of information of all kinds of different things. Not being able to track when people are in the office creates a huge data breach issue.

AnnaMarie asked Rachael if she had to leave her key after she opened up for Selectboard meetings. Rachael said she did not leave the key. (Jeff had given her when he was Chair) She kept the key but turned it in when COVID happened.

Rachael asked Jeff why he needed a key. Jeff said he wanted to check in his mail box. Diane said she never went in while she was Chair. Melissa would email her all the information she needed.

Melissa said because of COVID she was appointed the health officer for the town office last summer and the Governor is still mandating using masks. There are signs at the town office that anyone entering the building must wear masks. Jeff said Selectboard Chairs have always had a key. Diane said she never had a key.

Todd said this is a dangerous time and we have to be careful. Jeff said he is willing to sign in. Todd said it's the extra things people have to do to disinfect everything. Rachael said when COVID happened she turned in her key because we weren't having Zoom meetings at the town office. The two meetings we tried didn't work. Melissa said she understands we all want to meet in person but she is responsible for the town office and she sees Jeff and Anna sitting less then six feet apart and Anna isn't wearing a mask. Todd said it's been very difficult but we have to be safe on this.

Melissa said she doesn't want to make it difficult. She just wants to make it safe for everyone. Jeff said he will drop it for now.

American Rescue Plan: Adam said the town of Grand Isle is scheduled to get \$210,000 but he doesn't know what this money is to be used for. Hopefully more information will come before our April 15 meeting and wanted to let people know this money is coming. Jeff said once the state gets the money they will have 30 days to distribute it and in one or two years may get more money.

VI. OLD BUSINESS:

- **No Storing of Personal Belongings Policy:** Adam said he is still looking for towns who have a policy for this. Our goal is more for vehicles but still needs to look into it further but it seems it could become too picky. Todd said he is a little different than general public. He said the roads are posted now and he has asked for permission to leave just the trailer in the town yard overnight and drive the truck cab home. Jeff said we will wait until April 5 to see what Adam brings for us.

03-18-2021

Requesting Refund from Wiemann and Lamphere Architects for work on new garage: Diane said we had a lot of change orders which required extras somewhere between \$70,000 and \$90,000 adding to the town garage cost. She said she thought Wiemann and Lamphere was supposed to oversee this and let us know what was going on and verify everything in the contract that was what we needed. It seems they didn't do that otherwise we wouldn't have had all these changes orders, unless something else happened and it was something people decide they wanted. Some of it was even safety items. Jeff explained the cost of the change orders, such as change order #9 for \$73,328.81 which includes the performance bond for \$42,000 we had to have. Taking that out we spent \$31,328.81 in change orders and most for foundation which had water underneath that had to be raised up. He thinks at this point it sets a bad precedent asking for any money from Wiemann and Lamphere and we need to move on.

03-18-2021

- **Old Fire Station advertisement – Seven Days \$200:** Diane asked if the ad has been put in about removing the old fire station. Jeff said Tyler Billingsley was putting it in Seven Days. Diane said we agreed we were going to wait to see what kind of response we get from the local advertisements then, if needed we would put it in Seven Days. We had not approve to have the ad in Seven days. Jeff said he will contact Tyler to have him hold off on Seven Days. Jeff said Tyler has it all written up on what needs to be done and the timeline to get it removed.
- **Personnel Policy:** Diane said VLCT still hasn't had time to review it. It was agreed to wait as this needs to be done correctly.
- **Selectboard Scribe position ad** Rachael Griggs, Selectboard Scribe said the ads for the Scribe is on the town website and in the Islander. Letters of interest will be sent to the Selectboard at the town office address.
- **Security Cameras at the new garage:** Jeff said he contacted DC Energy for two security cameras on the new garage and two cameras on the salt shed. He hasn't received the cost yet.
- **Move in date at the new garage:** Ron said they don't have a date yet. They are sorting and cleaning things they need to move. Jeff said they haven't discussed how the old building will be taken down yet.

VII. REVIEW AND SIGN WARRANTS: Adam White motions to approve the warrants and authorize Jeff Parizo to sign the warrants via email. Eric Godin seconds the motion. No further discuss. All vote in favor and the motion passes.

VIII. ADJOURNMENT: AnnaMarie DeMars motions to adjourn the meeting at 8:44PM. Adam white seconds the motion. No further discussion. All vote in favor and the motion passes.

Respectfully submitted,

Rachael Griggs
Rachael Griggs, Selectboard Scribe

Jeff Parizo
Jeff Parizo, Selectboard Chair

Date: April 5, 2021

Date: April 8, 2021

03-18-2021

Please note this meeting can be viewed by accessing LCATV's website.