TOWN OF GRANVILLE
SELECTMANS MEETING
May 2, 2011
In Attendance:
Selectboard: Cheryl Sargeant, Vivian Branschofsky, Charlie Needham
Lister: Vivian Valtri Burgess
Road Commissioner: Kenneth Beattie
G.V.F.D., Inc.: Chief Kevin Bagley, Danial Sargeant
Agent to Convey Real Estate: Kristi Tate
Public: Liz & Frank Lepore

I. <u>Hear any Public Comments and Communications</u>
Kristi Tate informed the board that State Statutes limit the function of the Agent to Convey Real Estate to just the signing of a property transfer on behalf of the town. She has no authority to give advice on any town realty sale or give advice to sell the old office building.
Cheryl Sargeant reported that Diane Eramo of the Corner School Resource Center has requested permission to advertise their annual fund raising event beginning the weekend of May 14th with a sign to be placed in front of the Town Hall. The request was approved.
Kevin Bagley requested moving the bulletin board attached to the old Town Clerk Office over to the Fire Department building. There was a discussion over need for additional places to post notices including location of boards near the new Town Office. No decision was made.

II. <u>Old Business</u>
Insurance coverage of $5000 on the painted theater curtain has been added to the town insurance policy and coverage for contents has been removed from the old Town Clerk office and added to the new Town Office. A site visit from a representative of VLCT PACIF may take place to assure town is adequately covered by insurance.
There was a discussion over the handicap ramp and steps to the Town Hall. The Selectboard will be an attending a site visit in conjunction with Karen Lynch of USDA, the architect and builder on May 3rd and will discuss these concerns.
Steve Werner has volunteered to install a door slot at the Town Office.
The Town Clerk made a request to the Listers to reconsider the position and appoint the clerk as an additional custodian of the Listers file. Lister Vivian Valtri Burgess stated she would consult with the Chair of the Board of Listers, Preston Bagley and come back with a response. The binders with the Listers Cards are working well but she still has requests from appraisers to see the dimension drawings which are not accessible by the clerk
Cheryl Sargeant reported a street light was installed next to the old Town Clerk Office replacing the one owned by the town. That light has been shut off. The selectboard directed the Town Clerk to have the fuel tank behind the old office removed.
Status of Town roads was reported by Ken Beattie. Three culverts have been replaced. There was a discussion over the Conflict of Interest Policy.

III. <u>Financial Management</u>
Selectman's Orders and financial reports were reviewed. Cheryl Sargeant motioned to accept the Selectman's Orders which was seconded by Charlie Needham. All in favor none opposed.
The minutes from the April 4, 2011 meeting were reviewed. Vivian Branschofsky motioned to accept the minutes which was seconded by Cheryl Sargeant. All in favor none opposed.
The Treasurer advised the board the need to borrow the balance needed in Anticipation of Bond for the amount of $30,826.00. Charlie Needham motioned to have the Treasurer borrow in Anticipation of USDA Bond the amount of $30,826.00 which was seconded by Vivian Branschofsky. All in favor none opposed.

IV. <u>New Business</u>
A recommended of two appointments to the Planning Commission was made. A motion to appoint Greg Hagerman and John Mansfield to the Planning Commission came from Vivian Branschofsky which was seconded by Cheryl Sargeant. All in favor none opposed.

Cheryl Sargeant recommended appointing Preston Bistow as Flood Plain Administrator. Recommendation was accepted. Vivian Branschofsky motioned to appoint Preston Bistow as Flood Plain Administrator which was seconded by Cheryl Sargeant. All in favor none opposed.
The need to fill a vacancy the Flood Plain Board was discussed. Cheryl Sargeant volunteered. Vivian Branschofsky motioned to appoint Cheryl Sargeant to the Flood Plain Board. Motion was seconded by Charlie Needham. All in favor none opposed.

CVPS has asked for and easement from the town along a portion of the Butz Road. The adjoining land owners, Spring Smith and Frank and Liz Lepore expressed the wish to have the lines buried along the road frontage to their property. The application included presented to the board included a spec sheet showing the line would be buried with in the easement. The concern over the burying power lines on the ditch side of the road may impede road maintenance. Charlie Needham motioned to approve the easement to allow CVPS to bury lines on the West side of Butz Road. Motion was seconded. All in favor none opposed.
Three people have shown interest in the Janitor position. Applications were reviewed. Time and wages were discussed. The board approved hiring Mary Bagley to the janitorial position. Cheryl will draft a letter to all parties giving notice of their decision as well as a draft job description with contract.
The board directed the clerk to advertise for three weeks the request for bids for winter roads beginning May 12, 2011. Bids will be opened at the next regular selectboard meeting June 6, 2011.
Bids for grading Town Roads
The select board's decision to put grading of town roads out to bid was discussed. In following the Conflict of Interest Policy it was decided to request bids from contractors as well as from the road commissioner. Cheryl Sargeant will contact potential bidders. Awarding of bid will take place at the next selectboard meeting in June.
A three year mowing contract with Jeremiah Needham was signed.
The selectboard discussed with Chief Kevin Bagley over trash disposal during use of town hall by the F.D. It was agreed the F.D. will take trash with them at end of each rescue class. The F.D. requested access to the phone in case of emergency. Cheryl Sargeant will leave the handset available for them.
Chief Kevin Bagley requested the board move to executive session to discuss a personnel issue. The selectboard approved the request. The selectboard then came out of executive session. No action was taken.

V. <u>Adjourn</u>
Meeting adjourned at 7:15 pm

Respectfully Submitted by:
Kathy Werner

UNAPPROVED