

TOWN OF GRANVILLE

Special Selectmen's Meeting Minutes

September 25, 2017

**APPROVED**

**At 5:30 PM** – The Selectmen opened the public meeting at the junction of Butz and North Hollow Roads to begin their site visit of Butz Road. Norm Arseneault took the lead by pointing out specific sites to describe what was done and why and to answer any questions. Sites included near the corner of Butz and North Hollow Road, three sites along the road frontage of William Wright property and then concluded with a site visit near the corner of Maston Hill and Butz Roads. Those who attended included Selectmen Bruce Hyde/Chair, Sean Linskey and Richard Poole, Road Commissioner Kevin Bagley, Town Clerk Kathy Werner, Michele Gaboriau of G & N Excavation and members of the public Michael Cunningham, Shawn and Marilyn Doughrity. The site visit ended at approximately 6:10 and the meeting was then moved to the Town Clerk Office.

**At 6:20 pm** –The meeting was called back to order by Bruce Hyde.

In Attendance: Selectmen Bruce Hyde/Chair, Sean Linskey and Richard Poole

Road Commissioner Kevin Bagley

Constable Mark Belisle

Cemetery Commissioner Cheryl Sargeant

FEMA Alternate Project Manager Norm Arseneault

Michele Gaboriau of G & N Excavating

Donna Foster of the Vermont Land Trust

Members of the Public: Shawn and Marilyn Doughrity, Gene and Jacqueline Hammond

**AGENDA**

**1. Questions & Comments from Visitors /Community Members**-Gene Hammond submitted a letter to the Select Board which was received for the record. Cheryl Sargeant was curious as to how the painting of the Town Hall was going; Mark said he has talked with the subcontractor. There was a delay is starting due to an issue with the painter having trouble finding a lift to rent. The painting contact has the completion date as November 15, 2017. Shawn asked for an update on the MacDonald Road. Bruce reported he spoke with both the Chair and the Vice President of the Short Hill Ski Club. In the next couple weeks Bruce along with the members of the Short Hill Ski Club will be taking a tour of the proposed road site. Marilyn asked for a status update on the Bagley Legal Trail parking area. Sean reported that they are still waiting for Mike Eramo. Donna Foster from VLT asked if the parking area will be within the town's right of way, which was answered that it would be. The Vermont Land Trust would like to see the trail moved

away from the farm house. Sean volunteered to explore the idea with the Recreation Committee and to do a site visit with Donna.

**2. Amend/Approve Agenda** –Bruce reviewed amendments to the Sept. 11 minutes which are written in bold italics on the final draft. A new procedure for posting the minutes were made. Within five days after the meeting the unapproved minutes will be posted to the website and watermarked with the word “draft”. Minutes approved at the following meeting will replace the posted draft copy on the website and marked as approved or as amended and approved. The Clerk of the Board will email a copy of the unapproved minutes to the other board members. Bruce asked the board members to please read the draft minutes and to give him feedback. Bruce will work with the Clerk in drafting an amended version when needed in advance of the next meeting to prepare for final approval.

Norm asked to add a line item under Roads and Other Reports to include their approval for a draft letter to William Wright in response to Mr. Wright's concerns regarding the road work being done on Butz Road adjacent to his property. Request was granted.

**4. Approve September 11th Selectmen's Meeting Minutes** –Bruce reviewed with the board changes to the unapproved minutes. Changes are written in *bold italics*. **Sean moved to accept the September 11 minutes as amended. Richard Poole seconded the motion. All were in favor with none opposed.**

#### **6. Road and Other Reports**

- **FEMA Alternate Project – Butz Road Improvements**-Norm reported that the Butz Road Project is complete. Norm submitted a draft listing all Final FEMA Alternate Projects showing Planned Budgets versus Actual Cost. The total Planned Cost for all Alternate Projects was for \$667,872 and the total Actual Cost of all Alternate Projects came to \$667,871. Norm said he will soon call the State and notify them for a close out and he is ready to move forward with the State.
- **Approve Change Order #4 – Contract with G & N Excavating for culvert extension**- Norm gave a hand out showing a breakdown on Change Oder #4 and reviewed the changes with the board. **Richard moved to accept Change Order # 4 which was seconded by Bruce. All were in favor with none opposed.**
- **Approve Change Order #5 – Contract with G & N Excavating for extra gravel surfacing**- Norm gave a hand out showing a break down to Change Order #5 and reviewed the changes with the board. **Sean moved to accept Change Order #5 which was seconded by Richard. All were in favor with none opposed.**

- **Accept G & N Contract as being satisfactorily complete-Sean moved to accept the contract with G & N Excavation as satisfactorily complete. Motion was seconded by Bruce. All were in favor with none opposed.**
- **Accept G & N final invoice for completed work-** The Selectmen approved the final invoice from G & N by signing the pay order dated September 25, 2017.
- **Approve Xcav8 invoice for trucking and placing gravel surfacing-** The Selectmen approved the final invoice from Xcav8 by signing the pay order dated September 25, 2017.
- **Approve Granville Manufacturing invoice for gravel purchased by the Town-** The Selectmen approved the final invoice from Granville Manufacturing by signing the pay order dated September 25, 2017.
- **Approve Response Letter to William Wright-**Norm gave a draft letter responding to Bill Wrights letter of concern. **Sean moved to accept the letter dated September 25, 2017. Richard seconded the motion. All were in favor with none opposed.** The Clerk will mail the letter to Mr. Wright.

#### **7. Financials**

**Approve Selectmen's Orders-**Orders were approved and signed.

#### **8. Old Business**

#### **9. New Business**

- **Consider renewing contract with Town Assessor Steve Twombly-** A copy of the contract renewal was submitted. The contract is for one year with an annual rate of \$7,000.00. **Sean made the motion to accept the contract which was seconded by Richard. All were in favor with none opposed.**
- **Consider contract with Repro Graphics for the 2018 Town Report-**Richard made the motion to accept the contract with Repro Graphics which was seconded by Sean, **All were in favor with none opposed.**

#### **10. Executive Session**

- **Discuss Legal Matter-**The Chair asked the Town Clerk to stay for the Executive Session. The board went into Executive session at 7:20 pm. The board came out of Executive Session at 7:50 pm. No action was taken.

**11. Items for Next Meeting's Agenda-**The next Select board meeting will take place on October 16 at 5:00 pm at the Town Clerk Office ahead of the Special Town Meeting at 6:00 pm.

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**12. Adjourn**- The meeting adjourned at 8:05 pm.

Respectfully Submitted By:

Kathy Werner  
Town Clerk/Treasurer  
Town of Granville