

Granville Special Selectboard Meeting Minutes
September 26, 2020 via Zoom Meeting ID #81381227026

APPROVED

In attendance:

Bruce Hyde, Chair and James Dague; Selectboard, Kathy Werner, Town Clerk/Treasurer and Cheryl L. Sargeant, Clerk

Public: Marilyn & Shawn Dougherty, Jacqueline & Thomas Hammond, Diane & Mike Eramo and Jennifer Stickney

Call to Order: 9:01 a.m. with Bruce reading a paragraph regarding holding public meetings using video conferencing as recommended by the Vermont League of Cities and Towns (VLCT). Bruce also announced that Steve Twitchell would not be joining the meeting this morning as he was recovering and will be returning in October.

Public Communication:

- Shawn mentioned the discussion at the last meeting regarding difficulties printing and e-mailing financial reports and indicating that the office was closed all last week and wondered if the Assistant Town Clerk could help when the office was closed. Bruce indicated that they did not have any for this meeting either and will discuss with Kathy and ask that they be sent to anyone that may ask.
- Shawn asked about the Road Commissioner stipend and wondered how the Road Foreman was being paid as there is no line item for that and it is a conflict with their spouse being an Auditor. Bruce clarified that Jim is the Road Commissioner and would not be receiving payments starting in August and Ken is the Road Foreman and he would ask that Kathy change that line item to show they were being paid to him from now on.
- Shawn asked about the Procurement Policy dated 2015 indicating bids are to be sought above \$3,500.00 when in fact they were not doing that. Marilyn indicated that it gives the appearance of a conflict when the Road Foreman is doing the work and no documentation to indicate bids were sought. Bruce indicated that he would insist on 3 bids and if over \$15,000.00 go out with a formal bid.

Public Communication: (continued)

- Shawn asked if the Delinquent Tax Collector was a line item in the budget. Bruce explained that they are paid for their services out of the penalty fees per State Statue. Is it at all possible like some other small towns in Vermont to waive the penalties because of COVID-19? Mike indicated that giving people extra time to pay would also be another way to help get the money. Jennifer supports waiving the penalties. She would also like to see grant programs for small businesses without W-2 employees and landlord relief. She has applied for both small businesses and landlord relief grants and are awaiting the money which should be there by December 31st.

Approved Minutes:

- September 14, 2020 Jim made the motion to approve the minutes as posted and Bruce seconded. All in favor.

Financial Reports:

- Kathy indicated that there are no pay orders but would like permission to pay Shane from Waitsfield for trucking the sand that was questioned at the last meeting. Jim made the motion to accept the payment and Bruce seconded. All in favor.
- Bruce mentioned that Ken contacted him regarding the invoices he submitted for the Maston Hill project, hauling sand and grading were miscalculated and needed to be corrected. Bruce and Jim will review them with Ken and have corrected invoices submitted. Ken will return the checks that were issued so that Kathy can void them and reissue new checks for the corrected invoices.

New Business:

- Town Line Culvert Repair Jim met with Chris Bump of Vtrans, Jaron Borg of ANR and Ken. It was agreed that it would be an emergency repair before winter to extend the upper culvert 15 feet more the road over 10 feet for safety reasons. Chris will provide the sketches; Bruce to follow-up so the project can go out for bids and open at the October 12th meeting.
- Post Office Hill Paving Mike said that he looked at the project and feels that it could be done for about a third of the quote. Jim contacted the contractor and had not heard back and spoke with the Vtrans crew working on VT Route 100 and they would be willing to take care of it for \$500.00. Jim would ask Travis to help prepare the site this week so that Vtrans to take care of it. Mike mentioned the other intersections that needed some work and Bruce said there is a fund for this type of work and will continue to collect the money to take care of them permanently.
- Selectboard Update Steve is going to stay and will be back at the October meeting.
- Digitization Grant Kathy applied for the Coronavirus Municipal Records Digitization Grant and was awarded \$13,733.25 toward the digitization of the Granville land records and to update our municipal parcel data. Due to the time constraint and the additional cost to tax payers, she decided to not follow through with the portion of the grant to digitalize our land records. Kathy's request to the Selectboard was to allow her to contract with Cartographic Associates to update our municipal parcel data (Tax Map). This portion of the grant will cover the cost of the contract with Cartographic Associates. Jim made the motion to allow Kathy to apply for the tax mapping contract with Cartographic Associates and Bruce seconded. All in favor.
- Letter of Intent to Participate in the Municipal Roads Grants-In-Aid Program Jim mentioned that this is a grant for 2021 for erosion control. Jim made the motion to approve and Bruce seconded. All in favor.

Public Communication and Comments:

- Marilyn indicated that she would be willing to volunteer to do the Town website. Jim would be willing to give up that duty and will get the instructions together and work with Marilyn. Bruce will add the topic to the October meeting.
- Jennifer is happy with the speed trailer in East Granville slowing down people and would like Mark to turn it in the other direction as well. It is getting the results that we asked for.

Next meeting will be October 12, 2020 regular meeting at 5:00 p.m.

Jim made the motion to adjourn the meeting at 10:04 a.m. and Bruce seconded. All in favor.

Respectfully submitted,
Cheryl L. Sargeant
Selectboard Clerk