

Granville Selectboard Meeting Minutes  
November 9, 2020 via Zoom Meeting ID #83819831315

**APPROVED**

In attendance:

Bruce Hyde, Chair and James Dague; Selectboard, Marilyn Dougherty, Website Manager and Cheryl L. Sargeant, Clerk

Public: Shawn Dougherty, Jennifer Stickney, Nancy & Joseph Shaw, Charles Smith, Jr. and Thomas & Jacquelyn Hammond

Call to Order: 5:00 p.m. with Bruce reading a paragraph regarding holding public meetings using video conferencing as recommended by the Vermont League of Cities and Towns (VLCT).

**Public Communication:**

- Shawn asked if he should bring up questions regarding the highway financials now or wait until the board was on that topic. Jim said to wait until then.
- Shawn then asked for an update on the tanker and the board recommended that he speak with the Town's representative to the fire department and the fire chief.
- Marilyn asked if someone from the public could plow Class 3 town roads and if they needed a permit for that. Bruce and Jim both explained that there may be times when the Town will need to request assistance from the public to plow the roads especially during a bad storm.
- Nancy submitted a wrecker invoice to the Town for the incident on Tuesday; November 3<sup>rd</sup>. Jim explained the process for road maintenance and that the Town cannot always guarantee clear conditions especially during winter weather events. Bruce explained that the Town is not responsible for expenses for people going off the roads in bad conditions and therefore would not be paying the invoice.

**Amend/Approve Agenda:**

- Marilyn requested that under Old Business to add a discussion on making changes to the website.

**Financial Reports:**

- Orders were e-mailed on Thursday; November 5<sup>th</sup> and then again today. After a discussion it was decided to only accept invoices up to the Thursday prior to the meeting. Jim was good with the Highway and Education orders dated November 9<sup>th</sup>. Jim did have a question regarding the expense for the copier and the debit card expense for paper; Bruce to look into. Jim made the motion to accept them as written and to have Bruce sign the orders on behalf of the Selectboard Bruce seconded. All in favor.
- Review Financial Reports after a lengthy discussion Bruce was instructed to have Kathy not send them in PDF format as Jim can't make notes. Jim will work with Kathy to clean up the recording of payments in the Highway Accounts and will note them on future invoices so reports are correct when reviewed.
- Treasurer's Report Jim mentioned that the Grants report needs to track all active grants, status, amount and project. Shawn would like to see the report as well.
- Update on Town Audit Schedule Bruce said that they would be meeting in December and would be happy to have our local auditors participate.
- Authorize Town Treasurer to Acquire Town Credit Card after a discussion it was moved by Jim to have the Town Treasurer apply for a credit card and Bruce seconded. All in favor.
- Authorize LGER Purchase of 3 laptops Bruce mentioned that the purchase deal with BestBuy fell through and will see if they can order others on-line.

**Minutes:**

- Jim made the motion to accept the October 12, 2020 minutes as posted and Bruce seconded. All in favor.

**New Business:**

- Town Meeting Preparation/Schedule after a lengthy discussion and it being based around the printing schedule. Bruce is awaiting direction from the Secretary of State. Need reports from Town boards, budget worksheets from Kathy and Jim to work on Highway budget with Road Foreman will work on the draft at the December meeting.
- Selectboard Resignation/Appointment Bruce mentioned that Steve Twitchell has resigned from the board and that the opening was posted. Jennifer indicated that she would be willing to learn on the job. Cheryl indicated that she too was interested. After a short discussion Jim made the motion to appoint Jennifer until Town Meeting and Bruce seconded. All in favor.
- Tree Warden Resignation/Appointment Bruce mentioned that Norman Arseneault resigned and that he did have a candidate in mind but has not spoken to them. Jim made the motion to table the discussion until December and Bruce seconded. All in favor.

**Old Business:**

- Constable Report none presented although Jim mentioned that his time sheet is his report. After a discussion of speeders along VT Route 12A in East Granville and VT Route 100 in Granville the board and the public would like to see a better presence to slow traffic down.
- Review Job Descriptions just need to develop the Buildings and Grounds Manager description and decide where to store. Some are covered by State Statute so do not have to do those.
- Planning Commission vacancy Rachel and Bill are members and 2 make a quorum so they still can hold meetings. Bruce to contact the Chair to have vacancy posted. Shawn wanted to know how long you would be allowed to wait and yet still fill a vacancy.
- Website changes Marilyn wants to know if she can make changes without having to ask. Jim said that it is all yours to update and post items. Jim will remain the liaison until the end of February to assist.

**Roads:**

- Road Commissioner Update discussed some already and Kenny graded Puddledock out through North Hollow.
- Snow Removal Discussion with Contractor specifications same as last year, still going to plow the parking lot on Gene's Road for skiers, plow past the second house on left on Buffalo Farm Road and sand screen to be returned fixed on Tuesday. The truck is ready and has 3 others for back up. Hired a couple of guys Mike Badger and Charles Smith, Sr. to help.
- US Forest Service Road Invoices in the past Cheryl would negotiate the grant amount and Kathy would submit the invoices for reimbursement. Bruce will call the US Forest Service to get guidance and have Kathy submit the invoice.
- Town Line Road Culvert Repair has been completed and Vtrans to work with Town on an Emergency Repair Grant. Bruce we need to install reflectors so people can see the area better when driving.
- Cancel FHWA Town Line Road Culvert Grant Jim moved to decline the Vermont Alternative Culvert Grant #CA0591 for Town Line Road Culvert #13 in the amount of \$153,156.00 and Bruce seconded. All in favor.
- Road Signs Jim installed 1 and still has 2 left to install if Charles knocks them over during plowing he is responsible to have them reinstalled.
- Approve William Wright's Driveway Permit after discussion Bruce made the motion to allow the installation of the driveway and Jim seconded. All in favor.

**Public Communication and Comments**

- Shawn reiterated that the Town has to submit invoices to get reimbursement from the US Forest Service.

**Items for Next Agenda**

- DRAFT Town Report Budget and Preparation
- Australian Ballot
- Tree Warden
- Constable Hours

Next meeting will be December 14, 2020 regular meeting at 5:00 p.m.

Jim made the motion to adjourn the meeting at 7:09 p.m. and Bruce seconded. All in favor.

Respectfully submitted,  
Cheryl L. Sargeant  
Selectboard Clerk