

Granville Selectboard Meeting Minutes  
September 12, 2022

**DRAFT**

In attendance: Bruce Hyde, Chair, Rachel Grigorian and Jennifer Page Stickney, Selectboard; William Brokhof, Planning Commission, Kenneth Beattie, Road Foreman, Mark Belisle, Constable/Buildings & Grounds Manager, Cheryl L. Sargeant, Town Clerk and Marilyn Dougherty, Website Administrator

Public: Shawn Dougherty and Walt Englehardt

Call to Order: 5:35 p.m.

**Public Communication:**

- Shawn indicated that the Selectboard and Planning Commission meeting minutes were not available by the 5 day requirement and that the Selectboard minutes were not published in The Herald. Cheryl indicated that the Selectboard minutes are made available after edits and usually published in main section of The Randolph Herald. William will notify the Planning Commission Secretary of the policy.
- Shawn inquired about the roadside mowing. Ken was not present to address questions. Cheryl indicated that she had not received the quotes from Ken.
- Shawn indicated that he had some questions regarding Financials and ARPA funds but would ask at that time.

**Amend/Approve Agenda:**

- Nothing presented.

**Financial Reports:**

- Orders – After a brief discussion about Dust Control and performing the work Bruce indicated they would research it for next year; Jennifer made the motion to approve the Orders for payment and Rachel seconded. All in favor.
- Reports – Shawn indicated that on the Balance Sheet Constable Account 604 was missing money. Shawn also indicated the Constable Supplies Account 9110 is a negative \$350.00 Bruce indicated Nancy was looking into. Cemetery Mowing Account 9020 was to be split between the Town and Cemetery will have Nancy look into. Rachel asked for history of the Carl Morse Account and how that operates. Bruce indicated that the Profit & Loss had printing errors. Nancy continues to experience a tough QuickBooks learning curve and doing a good job.
- Audit – Robin Hagerman recommends an outside audit of the Town's finances from July 1, 2021 through February 14, 2022 to close out Kathy's tenure. Bruce waiting to hear back from Telling and Hillman.
- Grants – Will ask Nancy to begin producing report only a couple left.

**Financial Reports (continued):**

- Roof Loan – Bruce made the motion to approve the remaining available loan balance of approximately \$20,000.00 that the voters approved in 2021 for steeple and roof repairs that totaled \$80,000.00 and Jennifer seconded. All in favor.

**Minutes:**

- August 8, 2022 - Rachel made the motion to approve them as written and Jennifer seconded. All in favor.

**New Business:**

- Grant for Town Hall Windows – Bruce indicated that there was an Historic Preservation Grant available. After a brief discussion it was determined that William would research storm windows and Rachel would fill out the application due to the short time frame for submittal. Jennifer made the motion to apply for the Historic Preservation Grant for windows and Rachel seconded. All in favor.
- Planning Commission – William would like permission to pursue the grant for Knotweed extrication. Ken indicated that he tried to remove some with his excavator and results to be determined. Rachel contacted the Town of Warren to see how they pay for the interns.
- Lister's Computer – Bruce moved to allow the Town's Assessor to use the third computer and Jennifer seconded. Mark indicated that after the router and wiring upgrades performed over the weekend some type of cage and/or electrical closet would have to be built to protect it from being connected to.
- Constable Office Security – Mark indicated that he needed security for his computer and suggested moving him to the basement and making an office in the alcove so that it could be locked and no one else would have access. After some discussion Cheryl suggested to move the Lister's Office into the back room and give Mark the office. Bruce instructed Cheryl to see if the Lister would agree to that.

**Old Business**

- Constable Report – Equipment malfunction video and radar. He will be moving the radar trailer to another location later this week.
- ARPA Funds – Bruce indicated that some ideas like repaving, window repair, accessibility issues. Jennifer to look into the accessibility.
- Playground Mulch – Rachel to look into the best cost and would like to order 20 yards and have volunteers spread it out. William offered to help with his tractor and mulch the Commons.
- Bulletin Boards – Nothing presented.

**Old Business (continued)**

- ECFiber Office Lines – Bruce indicated that we would be switching over hopefully around September 20<sup>th</sup>.
- Cell Tower Update – Bruce indicated that the comment period was over and that they should be scheduling a hearing soon.
- GVFD Update – Danial contacting architects and Bruce recommends Bonding the project. William to contact Danial to see about applying for a generator grant as part of the project.
- Website Update – Marilyn and William are ready to go with a new version of Wordpress and move everything over to the new host for \$12.00/month. Bruce made the motion to go ahead with the plan and Rachel seconded. All in favor.

**Roads:**

- Road Commissioner/Foreman – Ken plans to do grading hopefully the last week of September. Bruce inquired about the cost of the Roadside Mowing and having to go out for bids in the future. Ken would provide the Town Clerk with the quotes for the mowing.
- Paving Maston Hill apron, Bowl Mill and Post Office Hill Road. Northeast Logging submitted an invoice for \$6,600.00 for the work. Bruce made the motion to pay the invoice on tonight's Highway Orders and Rachel seconded. All in favor.
- Grants – Bruce will contact Rita to see if there are any coming up.
- Signs – Cheryl asked to contact the vendors to get prices and bring to the October meeting so they can be ordered.
- VTrans Grant Agreement – Bruce signed on behalf of the Town.
- Driveway Permit – Cheryl indicated the she received a permit application and Ken would check the site to see if anything was needed. Charles Smith of ECS indicated that he had to make a log landing on North Hollow Road and wanted to know if there was a logging access permit needed. Only needed if making a new access point.
- North Hollow Road Contract – Bruce signed the contract on behalf of the Town with ECS Excavating and Landscaping LLC.

**Public Comments:**

- Walt indicated that he wanted to install a mailbox on the northwest corner of Kennedy Road. Bruce indicated that was fine but he should check with the US Post Office to get their specifications first.
- Shawn indicated that if you know of anyone that died from COVID their funeral expenses would be paid.

Granville Selectboard Meeting Minutes

September 12, 2022

Page 4

**DRAFT**

**Items for Next Meeting:**

- ARPA Fund Ideas for Projects
- Playground Mulch
- Website Status
- Tree Trimming Proposal
- Signs
- Lister's Office Moving
- Municipal Mowing 3 Year Contract

Next meeting will be the regular meeting on October 10, 2022 at 5:30 p.m.

Jennifer made the motion to adjourn the meeting at 7:43 p.m. And Rachel seconded. All in favor.

Respectfully submitted,  
Cheryl L. Sargeant  
Town Clerk