

Granville Selectboard Meeting Minutes
November 13, 2023

DRAFT

In attendance: Bruce Hyde, Chair, Rachel Grigorian and Kenneth Beattie Selectboard; Nancy Needham, Town Treasurer; Mark Belisle, Constable and Buildings & Grounds Manager and Cheryl L. Sargeant, Town Clerk

Public: Nancy Demers

Call to Order: 5:30 p.m.

Public Communication:

- Nothing presented

Amend/Approve Agenda:

- Bruce requested that the Two Rivers Ottawaquechee Letter of Support be added to New Business

Financial Reports:

- Orders – Bruce asked Nancy if the property owners knew that they were receiving checks for overpayment of taxes. Nancy indicated that she would be sending a letter along with the check. The computers and chair purchased for the Town Treasurer and Town Clerk would be paid from the ARPA account. The Town Hall windows are complete and they would be coming Tuesday to figure out why they are sweating. Ken moved to approve and Rachel seconded. All in favor.
- Reports – Bruce indicated that they were okay.
- Grants – Ken will contact Rita Seto in December to apply for new grants. Bruce asked Cheryl to file the reimbursement request for the Town Hall windows.
- Audit – They are finished and Bruce indicated that they had found some errors with the reconciliation of the Batchelder audit. Nancy was to follow up with them to see if they could answer the Auditors' questions.
- TAN Loan – Nancy explained that she would like to take another one out even though it had not been used in the last 2 years. This is really a line of credit that costs nothing if we don't need it. Rachel made the motion to take out a Tax Anticipation Loan in the amount of \$100,000.00 and Ken seconded. All in favor.
- Budget DRAFT – Cheryl has prepared a preliminary Proposed Budget for the 2024/2025 tax year. Bruce indicated that the deadline for finalization with mid-January so it will give us time to work on it.
- Computers – Bruce thanked Kelli Eckroth for all of her assistance with this project. The computers should be set up after Thanksgiving. Kelli and Cheryl have submitted DRAFTS of a revised Town Computer Usage Policy for review.

Granville Selectboard Meeting Minutes

November 13, 2023

Page 2

DRAFT

Minutes:

- October 9, 2023 – Ken made the motion to approve them as written and Bruce seconded. All in favor.

New Business:

- Electronic Vote Counting Machine – Bruce indicated that the Board of Civil Authority voted on the matter and Cheryl will work the Secretary of State's Office to get the machine for Australian Ballots, State and Federal Primaries and State and Federal General Elections.
- Snow Shoveling Town Clerk and Post Office – Rachel made the motion to hire John Belisle and Ken seconded. All in favor.
- Two Rivers Ottawaquechee Regional Commission (TRORC) Bruce made the motion to sign the Letter of Support and Rachel seconded. All in favor.

Old Business:

- Constable Report – Mark indicated that his Town Office inspection went well; he does need to get a few things. He is having radio issues and hopes to get them fixed. The radar trailer is ready to put into storage for the winter and next spring the Town will have to purchase new batteries for it.
- Handicap Accessibility RFP – Cheryl had prepared a DRAFT and was asked to change the submission date to December 18, 2023 and to advertise on the State Bid site. The RFP needs to wait until we apply for grants.
- Lawn Maintenance RFP – Cheryl had prepared a DRAFT and was asked to change the submission date to December 18, 2023 and to advertise in the newspaper.
- Paving RFP – Cheryl had prepared a DRAFT and was asked to make a few edits and to change the submission date to December 18, 2023 and to advertise on the State Bid site.
- Hazardous Trees – Bruce indicated that we were still waiting on the State to give the go ahead.
- East Granville Street Light – Ken indicated that a new LED light was installed but that the one north of the bridge location was blown out.
- Steeple – Bruce indicated that the work was completed and they were to come back to get their materials.
- Buildings and Grounds – Mark indicated that some tree trimming was done but the rest would be done in February.
- Planning Commission – Nothing reported

Old Business (continued):

- Cell Tower – Bruce indicated no word.
- Website – Bruce asked Marilyn to look into the number of visitors to the website.
- Reappraisal – Bruce indicated that Richard Favor prepared a letter to the VT Department of Taxes indicating that the Town would put out an RFP in July 2024 for a Reappraisal in 2026.

Roads:

- Ken said that he had finished grading for the year and fixed the pot hole on Post Office Hill Road. He had spoken with the owner of the RV parked in the Town's right-of-way and that they were to take it apart and get it out of there before snowplowing.
- Maston Road Sign – Mike Eramo was to install it.
- Gravel – Ken indicated that the pile hopefully would be crushed next year they were finalizing requirements with the Agency of Natural Resources.

Public Comments:

- Nothing presented.

Items for Next Meeting:

Next meeting will be a special meeting on December 18, 2023 at 5:30 p.m.

Rachel made the motion to adjourn the meeting at 6:35 p.m. And Ken seconded. All in favor.

Respectfully submitted,

Cheryl L. Sargeant
Town Clerk