

Granville Selectboard Meeting Minutes

November 10, 2025

DRAFT

In attendance:

Town: Kelli Eckroth, Chairperson, Mike Eramo and Kenneth Beattie, Selectboard; Nancy Needham, Town Treasurer/Delinquent Tax Collector and Cheryl L. Sargeant, Town Clerk

Public: Douglas Viehmann, Guillot Vivian Viehmann Architects, Inc. (GVV); Kyle Katz and Sarah Wraight, Two Rivers Ottawaquechee Regional Commission (TRORC) via WEBEX; and John “Jay” Benson

Kelli called the meeting to order at 6:00 p.m.

Public Communication:

- John inquired if the Selectboard would be interested in having a group of property owners (David Kerr; Chris Ahearn and John) on Kennedy Road to perform some road maintenance at no cost to the Town. John indicated that they feel that the promised bank run gravel would help them fill in the swells in the ledge areas, they would cut back the brush to open up the 25-foot right-of-way and clean out the water bars. After discussion it was agreed that Ken would arrange to dump the 15 yards of Town gravel at the Bowl Mill at the bottom and the group would perform the work in the spring.

Amend/Approve Agenda:

- Ken made the motion to approve and Kelli seconded. All in favor.

Town Hall Project Update #6:

- Doug indicated that he had sent the drawings to Paula Sangerman; Vermont Historian and the estimator allowing for a 2-week review and should be able to start by Thanksgiving. Doug will send the drawings to the Selectboard later, he did not have them in time for the meeting.

Doug shared his screen with the Selectboard showing the parking lot plan with 12 spaces, 2 would be for the handicapped accessible spaces 1 for a van with a walkway to the brick sidewalk. The stairs in front of the Town Hall would extend 15 inches out into the walk, with a solid landing and sitting on a concrete foundation so they will not move and a new ramp with steel railings and a poured foundation at the north and the 6 foot wide walkway on the back. Demolition and floor plan for the lift area cutting into the floor and reinforcement, some of the pews need repairs so the Selectboard will need to decide what to do about those, the stairs into the front lobby would not have the door at the bottom due to space; exterior insulation of the stairway on the back due to no heat. Paula wanted the use of simple building materials to keep in line with the historic nature of the building. The front stairs as mentioned would be on a concrete base with 3 steps and a flat jointed piece for the landing. Doug asked if the front doors were authentic to the building or were replaced at some point. Cheryl indicated that all past projects and with Historic Preservations acknowledgement they are the original oak doors. Doug indicated that there is some rot on the bottom and they need attention; he will discuss it with Paula. The railings and balusters in the Church will be reused around the stairwell due to the

Town Hall Update #6 (continued):

historic significance. The back stairwell they will use welded steel and install a new window in the back for light, and it will be in keeping with the other windows of the Church. The siding would be similar suggested using Hardy clapboards. Mike suggested contacting Ward's Clapboard Mill in Moretown as they make and sell the type of spruce clapboard currently on the building and also having the 5 ¼ inch corner boards in a composite so they will not rot. Doug indicated that the door would be an insulated fire door with 4 panels like the others. Mike suggested that for the welded steel railings that he contact John Baker at Wildflower Metal Works for the railings on the front stairs and in the Church. Doug will send the drawings to the group for review.

- Sarah indicated that the contract term for the project was coming up on December 15, 2025. Doug indicated that without any glitches he could have a set of drawings ready to put the project out for bids. He did indicate that the proposed budget would have to increase by \$5,000.00 for the lift but he was waiting for a final estimate. Sarah indicated that the Town could ask for an extension if necessary but would need to sign a Resolution to increase the budget to cover any additional costs up to \$28,500.00. After a brief discussion it was determined that the Selectboard needed to see the Resolution in writing before they would sign off on it.
- Cheryl asked about the Phase I Environmental Report asking the Town to investigate and remove the underground tank. Mike suggested that the Town have Dundon's perform the search. After discussion Sarah indicated that the Town could hold off on submitting the report to the State as that phase was not part of this project.
- Sarah indicated that she was preparing the paperwork for submittal to the State for review and that so far, the Town is lacking in in-kind match and we needed to show more time spent on the project. After discussion everyone agreed to report all time spent on the project; at meetings and review of documents.
- Doug indicated that he would like a survey plat for the property as the GIS information on-line shows the School building over the property line. Cheryl will scan the Survey Plats recorded and send those along. Mike offered to print any of the DRAFT plans for the project for the committee.

Financials:

- Orders – Nancy requested permission to add in the monthly payment to White River Valley Ambulance; permission granted. Ken indicated that the charge from Harvey's was for an additional load of gravel for the North Hollow Road Culvert #10 Grant project by ECS; Nancy to correct QuickBooks, etc. Kelli inquired why The Corner School Resource Center of Granville was the only non-profit paid their

Financials; Orders (continued):

- appropriation; Cheryl and Nancy indicated that it was a special request and normally they are paid in December/January. Ken made the motion to accept the orders and reports as written and Mike seconded. All in favor.
- Delinquent Property Tax Sale – Nancy indicated that she has not heard back from the attorney and that we had received notice today that the fees would be rising come January 1, 2026. She will follow up.
- Treasurer's Training – Nancy indicated that the Town is getting close to the amount agreed upon for the clean up and moving forward and suggested to the Selectboard in the best interest of the Town that they allow the contractor to finish so that we will truly know where the Town stands financially and QuickBooks will be properly setup and a set of instructions will be available moving forward. After discussion the Selectboard agreed.

Minutes:

- 09/08/2025, 09/22/2025 and 10/13/2025 Meetings – Kelli made the motion to approve all of the meeting minutes as written and Ken seconded. All in favor.

DRAFT Flood Regulations:

- Kyle explained that he had met with the Planning Commission and they cleaned up the Regulations and now the Selectboard needs to schedule its public hearing. After discussion it was agreed that the Public Hearing would take place on December 8, 2025 at 5:45 p.m. and Kyle would need just the WEBEX information to put into the notice for posting and newspaper.

New Business:

- WEBEX Training for Office Staff – Kelli wants to put this off until the Town knows for sure this is the platform everyone wants to use.

Old Business:

- Audit – Cheryl indicated that Bruce is on vacation so they were going to hold off finishing the Town but that Roger and Rachel might start the Granville Volunteer Fire Dept. with direction from Robin and/or Kelli. Kelli indicated that she would reach out to them so they can do the audit sooner rather than later.
- Town Reappraisal – Cheryl indicated that the Assessor has completed East Granville and would finish up properties on this side of the mountain. Then he and Steve Twonbley would work over the winter to do the data entry and upload the new land schedule. He suggests that if he has not been to your property to give him a call and schedule an appointment.
- Planning Commission – Nothing presented.

Old Business (continued):

- GVFD Update – Cheryl indicated that there are a few interested individuals in the truck outside but they are asking to purchase in pieces. GVFD will not sell the truck until a legitimate buyer comes forward and it is in writing for the Selectboard to approve. Kelli indicated that she read the Agreement and found a few points to raise and language updates needed regarding ownership and insuring of vehicles; annual funding requests/reports for Town Report and audit clarification. Mike indicated that he is not a member of the board and the Selectboard needed to advertise for an individual to fill the position. He also indicated that Kelli's points are reasonable requests and to also remember that they are volunteers and the Selectboard and Town should respect that. Cheryl indicated that she would prepare a posting for the open position of GVFD Board Town Representative.
- Website – Nothing presented.

Roads:

- Sand Pile – Ken will hold off on getting more until we know how this will hold up. To date the Town has spent \$14,662.00 on Sand. After discussion it was agreed that Ken would reinforce the requirement that the contractor; ECS, sand the hills and corners/curves; unless it is icy and/or an ice storm then they sand everything.
- East Granville Winter Maintenance Contract – Cheryl indicated the contractor; Lost Nation Plowing requested that their contract be increased by \$500.00 due to the cost of gas and sand. After a brief discussion Ken made the motion to approve the increase to a total amount being paid of \$5,000.00 for the 6 months and Mike seconded. All in favor.
- Mike indicated that the North Hollow Road sign is still not installed and now he believes it was stolen. Ken to look into the matter.

Items for Next Agenda:

- Review letter to GVFD
- Public Hearing for Flood Regulations at 5:45 p.m.
- Proposed Budget Discussion
- Town Hall Project Update #7 and Final Meeting
- Town Audit Update
- Delinquent Tax Sale Update

Kelli made the motion to adjourn the meeting at 8:35 p.m. and Ken seconded. All in favor.

Respectfully submitted,
Cheryl L. Sargeant
Town Clerk