

Granville Selectboard Meeting Minutes

April 13, 2026

DRAFT

In attendance: Robert Readie, Chair; Michael Eramo and Jared Rouleau, Selectboard; Danial Sargeant, Granville Volunteer Fire Department, Inc. (GVFD) Chief; Mark Belisle, Constable; James Parrish, GVFD Town Representative; Nancy Needham, Town Treasurer and Cheryl L. Sargeant, Town Clerk

Public: Sarah Wraight (WEBEX), Two Rivers Ottaquechee Regional Commission; Malcolm Appleton and Diane Eramo

Call to Order: 6:05 p.m.

Public Communication:

- Malcolm explained that he was making arrangements to rent the Town Hall and Lawn for a Memorial Service for his late wife, Barbara Stratton and wanted to review plans with the Selectboard. After discussion, plans will be finalized and the rental agreement will be submitted soon.

Amend/Approve Agenda:

- Jared and Mike moved to approve the agenda.

Old Business:

- CBDG Grant Sarah reminded the Selectboard that GVV's contract ended at the end of March and the Town needs to wrap this portion of the project by June 30, 2026. Mike would like to have the final estimate and plans, which Doug of GVV sent at the end of March and asked when the ground penetrating radar test would be performed. Sarah indicated they are still working with the subcontractor to get registered in SAM and she would check on the ground penetrating radar test. As indicated at the last meeting, the latest estimate is \$500,000.00 and she continued to look for other funding sources for the construction portion.
- Section 601 Report – 2 recommendations another Historic Review and create a picture memorial of the project area and the Selectboard approved pursuing National Historic Designation. She will work with Bob to get him set up in GEARS and she will work with Cheryl and Nancy on reporting requirements. Just a reminder that close out will need a public hearing to be warned around June 1st giving a summary to the public as part of the June 8th Selectboard meeting.

Financial Reports:

- Orders – Jared made the motion to pay the Orders as presented and Mike seconded. All in favor.
- Reports – Financial Reports were accepted as presented.
- Renewal of TAN Loan – Nancy presented an application with Bar Harbor Bank with an interest rate of 5.61%. She also indicated that Mascoma would be sending back our deposited amount of \$10,294.00 Mike made the motion to apply for Tax Anticipation Loan not to exceed \$100,000.00 and Bob seconded. All in favor.
- Outside Audit Request for Proposals – Cheryl requested that the Selectboard review the DRAFT RFP along with Sharon Stearns, Accountant currently working with Treasurer and advise if there are edits prior to sending it out to the list provided by the Vermont Certified Public Accountants. Mike indicated that the Town needed to be specific on details and outcome of the audit so the Town would have a clear understanding of financial position.

Financials (continued):

- GALLS Charge Account Application – Mark explained that it would be rarely used for his uniforms and some equipment purchases. Mike made the motion to accept the submittal of the application and Jared seconded. All in favor.
- Credit/Debit Card Payments – Cheryl explained that several individuals over the last 4 years have requested the means to pay for property taxes and various fees using their credit/debit card. She further explained that she found an entity that is no cost to the Town, charges the user a 2.5% fee for credit/debit or a flat rate of \$1.50 per ECheck and they would deposit into an account of your choice and will notify the Town. Nancy would like more information. Mike made the motion to pursue and Bob seconded. All in favor.

Minutes:

- February 9, 2026; March 9, 2026, and March 18, 2026 – Mike made the motion to approve all meeting minutes as presented and Bob seconded. All in favor.

New Business:

- Phishing E-Mails – The Selectboard informed all town officials to be mindful of where e-mails are coming from and do not open any attachments.
- Locking File Cabinet – After a brief discussion Mark was instructed to pursue purchasing a used locking file cabinet from State Surplus.
- Potential Impact of ACT 181 – Bob and Mike explained that ACT 181 will have lasting impacts on the development and use of certain tracts of land in Town. Sarah indicated that the Planning Commission was to inform the Town of through Public Hearings as part of the approval process, and she knows there is a lot of false information out there. Bob explained that the maps are scary and the Town needs definitive answers and feedback from the State. Mike attended a meeting in Hancock regarding a project in Taylor Meadow and the general public was not informed and/or asked for input. Mike and Bob will draft a letter from the Selectboard for review and submittal to the State. Sarah will reach out to her team at TRORC to help get answers for the Selectboard.
- LEMP Update – Bob made the motion to accept the LEMP as updated with Town officials' information and Mike seconded. All in favor.

Old Business

- Town Hall MERP Project – Cheryl indicates the contractor has begun work and when the Blower Test Contractor was in, they discovered the basement of the Town Clerk's Office was missing insulation around the rim and it was recommended that it be taken care of while they were here. After discussion the Selectboard approved having it estimated and an amendment to the grant.
- Fair Housing Training – Bob indicated that for now it has been cancelled.
- Equalization Study Redetermination Agreement – Jared made the motion to sign the Agreement and Mike seconded. All in favor.
- Constable – Mark indicated that he has taken his radar trailer out to get ready for the season.

Old Business (continued):

- Reappraisal – Cheryl informed the Selectboard that the work has been slowed recently due to health issues and working from home.
- GVFD & First Responders – Bob indicated that he attended the March meeting and inspected the facilities; he, Dan and Jim will work up a list of needs to present to the Board for consideration. Mike indicated that list should also include what is needed for the USDA Grant once the meeting is scheduled. Bob agreed and Cheryl will see if it can be scheduled in 2 weeks with Bob, Jim, Dan, Mike and Cheryl attending.
- Jim submitted the Agenda and Meeting Minutes from the March meeting and asked about submittal of financial reports. Bob indicated that financials would be submitted quarterly, and Dan will see if he can arrange for an outside bookkeeper to reconcile bank statements.
- Security Camera System – Mark and Cheryl would like the system upgraded and it is felt there are grants available to cover the expense. Cheryl and Mark will look into.
- Planning Commission – Continuing work on the Town Plan update.
- Website – Nothing presented.

Roads:

- Road Commissioner/Foreman Report – Jared indicated there are 2 hydrological studies needed Butz Road Culvert #17 and Town Line Road Culvert #9 which will use the Thriving Communities Grant.
- North Hollow Road Grant, replacing 8 culverts will need to purchase 2 culverts that were used elsewhere than we can advertise. Mike would like the Scope revisited. Cheryl indicated because it was already approved under a Grant Jared would need to reach out to Rita and/or VTrans for changes.
- Town Line Road Culvert #13 Jared would like to refresh the project by requesting an updated hydrological study.
- FY25 Better Roads Category A REI Report approved by the Selectboard.
- FY27 VTrans Grants in Aid Letter of Intent approved by the Selectboard.
- Emergency Culvert Replacement on Buffalo Farm Road – Jared indicated response to our request for an Emergency Grant reimbursement.
- Annual Report Submittal to VTrans approved by the Selectboard.
- Jared indicated that he would be going up on Plunkton Road to clean up the mess left behind by campers.
- Mike indicated that the ends of the roads needed to be swept; Jared and Mike to look into hiring a sweeper and report back. Mike also indicated that the Tuthill's lawn needed to be cleaned up and seeded due to damage caused during plowing.

Roads (continued):

- Jared recommends removing the Mud Season Posters & Notification by April 20th; Bob and Mike agreed.

Public Communication:

- Mark indicated that one of the fence posts in front needed to be replaced; Cheryl indicated there was one in the basement.

Items for Next Agenda:

- Grading and Sweeping
- Oil Tank Penetrating Radar
- Fence Post Replacement
- ACT 181 Letter
- USDA Meeting
- Lime for the Green by Town Hall
- GVFD Port-a-Lets

Next meeting will be a regular meeting on May 11, 2026, at 6:00 p.m.

Mike made the motion to adjourn the meeting at 8:04 p.m. And Bob seconded. All in favor.

Respectfully submitted,
Cheryl L. Sargeant
Town Clerk