



GEORGIA VERMONT

Selectboard Regular Meeting Monday, May 13, 2024 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWLzVadz09>

Meeting ID: 616 584 3896 | Passcode: 5243524

Dial by your Location: 1 929 205 6099 (New York)

1. CALL TO ORDER

- **Selectboard Present** - Carl Rosenquist Chair, Brian Dunsmore, Paul Jansen, Kristina Senna.
- **Selectboard Zoom** - Devon Thomas Vice-Chair (he voted on items 5A, 5B, and 9B)
- **Staff Present** - Cheryl Letourneau, Dawn Penney, Doug Bergstrom
- **Public Present** – Karen Didricksen, Suzanna Brown, Marty Jansen, Heather Dunsmore
- **Public Zoom** - Lori Hobart, Sara (no last name reported), Bridget Stone, Ken Minck
- **At 6:01 p.m.** - C. Rosenquist called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- P. Jansen mentioned there is a new amount on the Warrant.
- D. Bergstrom said the sidewalk that is on the agenda may need to be discussed in the Executive Session. C. Rosenquist added Sidewalks to Executive Session as 13E.
- C. Letourneau asked there to be a Personnel item added to Executive Session as item 13F.

5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 04.22.2024

- B. Dunsmore made a motion to accept the 04.22.2024 minutes with corrections, K. Senna seconded. All in favor, motion carried.

B. Approval of Warrant #15

- K. Senna made a motion to accept Warrant #15, B. Dunsmore seconded. All in favor, motion carried.

6. PUBLIC COMMENT (For items not on agenda)

All participants must clearly state their names. Appropriate actions will be considered once the Selectboard has reviewed the information provided and necessary subsequent research.

- Karen Didrickson asked to address the board with respect to the tennis courts.
- C. Letourneau stated Karen is on the agenda under E. The board has decided to have her speak during this section.
- She stated she has promoted tennis in the past. She would like to offer tennis lessons to adults and children. She is certified which covers some insurance. She is also safe sport certified.
- C. Rosenquist recommended K. Senna and B. Dunsmore meet with Karen Didrickson. B. Dunsmore and K. Senna asked C. Letourneau to meet with Karen and report back to them.
- D. Thomas wanted it on the record that he was not a part of the hiring of the new treasurer. P. Jansen said that there was an email. K. Senna said she understood that he asked them to take over the hiring. D. Thomas said he thought he was handing over part of the hiring and not the whole thing. It was agreed that this was a misunderstanding.
- K. Minck had an issue with the Purchasing Policy, he believed that it was not followed when contracting engineering services for the bridge. P. Jansen disagreed and replied servicing with contracts is listed in a different part of the policy. P. Jansen reported that he reached out to four businesses and only one got back to him. The one that got back to him was also the one recommended by the DOT. B. Dunsmore, C. Rosenquist, D. Thomas, and K. Senna said that they think P. Jansen went above and beyond to get bids and were satisfied.

7. CORRESPONDENCE

8. UNFINISHED BUSINESS

- A. Job Descriptions
- B. Personnel Policy
- C. Ethics Policy
- D. Purchasing Policy
- E. Sherwood Forest & Nottingham Dr for 3-acre Rule
- F. Audit

9. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)

- A. Approval of Fire Cadet application – discussed after B Sidewalk

- K. Senna made a motion to approve a fire cadet, B. Dunsmore seconded. All in favor, motion carried. It is noted this was voted on after D. Thomas left the meeting.

- B. Sidewalk - Woodnladder Zoning

- 72 • D. Bergstrom reported that VTRANS sent their policy, which states that any sidewalk
- 73 built in state rights-of-way must have a permit from the town, who is ultimately
- 74 responsible for maintenance.
- 75 • C. Letourenau asked if the road crew must clean them. D. Bergstrom says yes. S.
- 76 Brown says no. D. Bergstrom says the state policy says if they think it needs to be
- 77 clear, the town is responsible. It is pointed out that the town has a policy already in
- 78 place that makes the homeowner responsible for the sidewalk.
- 79 • K. Senna made a motion to approve 962 Ethan Allen Hwy sidewalk permit and have the
- 80 chair to sign, B. Dunsmore seconded. All in favor, motion carried.
- 81 • Planning is looking at putting in for a sidewalk grant for \$4.4 million which will cover
- 82 design and building from Ballard Rd, Laura's Woods, South Village, and 104A filling
- 83 in where needed. It is known that all grants must come through the selectboard. The
- 84 town would be responsible for a 20% match, which would mean \$900,000 if we
- 85 received the full \$4.4 million. He is asking for an amount the board is willing to
- 86 commit for support. The application is due June 1 (2024).
- 87 • C. Rosenquist said there is \$200,000 unallocated in the workforce retention fund. B.
- 88 Dunsmore asked what it would cost to get down to Laura's Woods. D. Bergstrom said
- 89 he had not got there yet. C. Rosenquist asked if there was an amount they were willing
- 90 to allocate. K. Senna is concerned about what that will do to the budget for next year,
- 91 she would rather put money toward paving. It would also be more for us to maintain.
- 92 • C. Rosenquist asked if we received guidance from Northwest Regional Planning. S.
- 93 Brown said no.
- 94 • B. Dunsmore said people will not be happy if we give them a sidewalk and then tell
- 95 them they need to maintain it. D. Thomas said he thinks that they are underestimating
- 96 this. He thinks people will want it; it will help us feel as though we have a village
- 97 center.
- 98 • S. Brown said \$200,000 over 2 years should cover \$2 million, which is Ballard Rd., to
- 99 Route 7. P. Jansen asked what happens if the budget does not pass. S. Brown said they
- 100 can use whatever they have allocated for.
- 101 • K. Senna said she thinks it is a good opportunity, but she worries about the burden to
- 102 the town.
- 103 • P. Jansen said he would rather put money into paving. S. Brown said they had the
- 104 opportunity at the town meeting. P. Jansen said you cannot do everything.
- 105 • C. Rosenquist thinks that if they allocate \$100,000, then we will go through the
- 106 procedure of the grant. K. Senna asked how large the process is. S. Brown said it is a
- 107 lot of time.
- 108 • B. Dunsmore questioned putting sidewalks in front of people's houses, they do not
- 109 want, then tell them they have the responsibility to fix it, if they do not maintain it, we
- 110 fine them and send letters because we have already had the ordinance in place. He said
- 111 that does not sit well with him.
- 112 • K. Senna made a motion to not move forward with the sidewalk grant, B. Dunsmore
- 113 seconded. C. Rosenquist, K. Senna, B. Dunsmore, and P. Jansen voted yes, D. Thomas
- 114 voted no, motion carried.

115 C. Portalet at the beach - Request for the Town to pay for the Portalet - Action

- P. Jansen asked if we could have the bathrooms open earlier so this does not happen again.
- P. Jansen made a motion to pay the \$150 for the one month of the portalet, K. Senna seconded. C. Rosenquist amended the motion to inform the Little League that if they want bathrooms before May 1, it will be their responsibility to pay for the portalet, B. Dunsmore seconded. All in favor, motion carried.
- It is noted that D. Thomas has left the meeting at **7:15 p.m.**

D. May 27th meeting - Action to reschedule Selectboard meeting

- K. Senna made a motion to move May 27th (2024) meeting to Wednesday, May 29th (2024), P. Jansen seconded. All in favor, motion carried.

E. Pickleball and Tennis Lessons at the beach. - Action to Allow

F. Bridge 10- Highbridge, Recommendations from Tyler Billingsley.

- P. Jansen spoke saying \$165,000 is a good budget for the recoating, then infrastructure before needs to be addressed. Discussion was had on doing it in two steps or one, infrastructure one year, paving the next, then use project funds and do it in one year. The problem is not going away, and it is not getting any cheaper.
- K. Senna made a motion to move forward to have Billingsley to get quotes for infrastructure and paving, B. Dunsmore seconded. P. Jansen wants C. Letourneau to be the point person and get quotes for both ways. All in favor, motion carried.

G. Philo Security - additions to the library

- K. Senna made a motion to approve moving forward with Philo Security, P. Jansen seconded.
- One quote is being disregarded.
- K. Senna said they should replace “administrative staff” to be replaced with “library trustee”.
- P. Jansen asked if the numbers were included in the budget.
- B. Stone would like a live camera at the circulation desk, saying D. Bergstrom offered to help with the installation. D. Bergstrom says it is what we have at the town office and is about an extra \$600 in addition.
- K. Senna asked if they were increasing hours in the library. B. Stone said yes.
- C. Letourneau said she can apply for the same grant that she applied for last year to receive aid for security purposes. The board told her to proceed.
- K. Senna made a motion to approve \$4,500 for Philo to add security at the library, with any unspent funds going back to the general fund, P. Jansen seconded. All in favor, motion carried.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES' REPORTS

A. Town Administrator

- The GCEC are putting the final touches to the parade for Saturday May 18th.
- C. Letourneau reported the Boy Scouts cleaned the Veteran's Memorial Monument. K. Senna asked for a thank you card to be signed and sent.

- Update on the Tanks at the Fire Station - The tanks are still leaking. This could be due to the pvc pipes that are in the tank. Todd Cadieux has been monitoring the water level and will take the appropriate steps to get tanks fixed.
- Boulders at the beach - Todd has a bunch of boulders that were received from a state project that he could use to make the border. The board decided to let Todd choose the color stones.
- Paychex update on reports – Ashley Jean is working on the reports and journal entries to get things ready for the new treasurer. Sara Macy will be looking at our NEMRC accounts to make sure things are in order with Ashley. P. Jansen wants to have training for the new treasurer by both Sara and Ashley.
- Paychex has an HR section; they have training videos, and we have a new account representative.

B. Treasurer

- P. Jansen spoke of training. He does not want her to be overwhelmed.

C. Buildings

D. Budget and Finance

E. Personnel

- B. Dunsmore reported that D. Thomas and he reviewed three job descriptions and made minimal changes. They hope to send three job descriptions to the board per meeting.
- K. Senna made a motion to approve Animal Control Officer job description with a minor change, P. Jansen seconded. All in favor, motion carried.
- K. Senna made a motion to approve the Bookkeeper Job Description with minor changes, B. Dunsmore seconded. There is a discussion. All in favor, motion carried.
- K. Senna made a motion to approve the Treasurer Job Description with minor changes, P. Jansen seconded. Discussion was had. All in favor, motion carried.

F. Public Works/Grounds/Recreation

- P. Jansen explained that the \$40,000 is the amount the taxpayers approved during the 2024 budget. This is what will be discussed at the meeting at the beach.

G. Committees at the direction of the chair

11. OTHER

12. PLAN NEXT MEETING AGENDA

A. **May 29, 2024** – this is a change in the schedule

13. EXECUTIVE SESSION (if needed, pursuant to 1 V.S.A sec 313)

- At **8:05 p.m.** – K. Senna made a motion to go into Executive Session, B. Dunsmore seconded. All in favor, motion carried.
- At **8:05 p.m.** – K. Senna made a motion to invite Cheryl Letourneau in for Executive Session and Doug Bergstrom in for part of Executive Session, B. Dunsmore seconded. All in favor, motion carried.

- 196 A. VSP Contract
197 B. Treasurer – Hire
198 C. Junk Ordinance - Enforcement options.
199 D. Union follow up.
200 E. Sidewalk - Addition
201 F. Personnel – Addition

- 202 • At **9:10 p.m.** – K. Senna made a motion to exit Executive Session, B. Dunsmore seconded.
203 All in favor, motion carried.
204 • K. Senna made a motion to hire Lori Hobart as the Treasurer, B. Dunsmore seconded. All
205 in favor, motion carried.
206 • K. Senna made a motion to sign the Vermont State Police Contract, B. Dunsmore seconded.
207 All in favor, motion carried.

208 **14. ADJOURN**

- 209 • At **9:10 p.m.** – K. Senna made a motion to adjourn, B. Dunsmore seconded. All in favor,
210 motion carried.

211 **TABLED ITEMS:**

212

213 **Posted to the Town website, four designated places within the Town of Georgia (Town Clerk's**
214 **Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.**

215 **Signed: Cheryl Letourneau, Town Administrator**

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