



# GEORGIA

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## VERMONT

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2 **Selectboard Regular Meeting**

3 **Monday, May 13, 2024 at 6:00 PM**

4 **Chris Letourneau Meeting Room and via Zoom**

5 **Minutes**

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7 **Zoom Details:**

8 **<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmptVmE1MXZSaWZWLzVadz09>**

9 **Meeting ID: 616 584 3896 | Passcode: 5243524**

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

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12 **1. CALL TO ORDER**

- 13 • **Selectboard Present** - Carl Rosenquist Chair, Brian Dunsmore, Paul Jansen, Kristina Senna.
- 14
- 15 • **Selectboard Zoom** - Devon Thomas Vice-Chair (he voted on items 5A, 5B, and 9B)
- 16 • **Staff Present** - Cheryl Letourneau, Dawn Penney, Doug Bergstrom
- 17 • **Public Present** – Karen Didricksen, Suzanna Brown, Marty Jansen, Heather Dunsmore
- 18 • **Public Zoom** - Lori Hobart, Sara (no last name reported), Bridget Stone, Ken Minck
- 19 • **At 6:01 p.m.** - C. Rosenquist called the meeting to order.

20 **2. PLEDGE OF ALLEGIANCE**

21 **3. CHAIR UPDATE**

22 **4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

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

27 **5. SELECTBOARD MINUTES AND WARRANTS**

28 **A. Approval of Selectboard Regular Meeting Minutes for 04.22.2024**

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

31 **B. Approval of Warrant #15**

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

34   **6. PUBLIC COMMENT (For items not on agenda)**

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

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

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59   **7. CORRESPONDENCE**

60   **8. UNFINISHED BUSINESS**

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

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

- 68   A. Approval of Fire Cadet application – discussed after B Sidewalk  
69                   • K. Senna made a motion to approve a fire cadet, B. Dunsmore seconded. All in favor,  
70                   motion carried. It is noted this was voted on after D. Thomas left the meeting.  
71   B. Sidewalk - Woodnladder Zoning

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

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

- 116                   • P. Jansen asked if we could have the bathrooms open earlier so this does not happen  
117                   again.
- 118                   • P. Jansen made a motion to pay the \$150 for the one month of the portalet, K. Senna  
119                   seconded. C. Rosenquist amended the motion to inform the Little League that if they  
120                   want bathrooms before May 1, it will be their responsibility to pay for the portalet, B.  
121                   Dunsmore seconded. All in favor, motion carried.
- 122                   • It is noted that D. Thomas has left the meeting at **7:15 p.m.**
- 123           D. May 27th meeting - Action to reschedule Selectboard meeting
- 124                   • K. Senna made a motion to move May 27th (2024) meeting to Wednesday, May 29<sup>th</sup>  
125                   (2024), P. Jansen seconded. All in favor, motion carried.
- 126           E. Pickleball and Tennis Lessons at the beach. - Action to Allow
- 127           F. Bridge 10- Highbridge, Recommendations from Tyler Billingsley.
- 128                   • P. Jansen spoke saying \$165,000 is a good budget for the recoating, then infrastructure  
129                   before needs to be addressed. Discussion was had on doing it in two steps or one,  
130                   infrastructure one year, paving the next, then use project funds and do it in one  
131                   year. The problem is not going away, and it is not getting any cheaper.
- 132                   • K. Senna made a motion to move forward to have Billingsley to get quotes for  
133                   infrastructure and paving, B. Dusnmore seconded. P. Jansen wants C. Letourneau to be  
134                   the point person and get quotes for both ways. All in favor, motion carried.
- 135           G. Philo Security - additions to the library
- 136                   • K. Senna made a motion to approve moving forward with Philo Security, P. Jansen  
137                   seconded.
- 138                   • One quote is being disregarded.
- 139                   • K. Senna said they should replace “administrative staff” to be replaced with “library  
140                   trustee”.
- 141                   • P. Jansen asked if the numbers were included in the budget.
- 142                   • B. Stone would like a live camera at the circulation desk, saying D. Bergstrom offered  
143                   to help with the installation. D. Bergstrom says it is what we have at the town office  
144                   and is about an extra \$600 in addition.
- 145                   • K. Senna asked if they were increasing hours in the library. B. Stone said yes.
- 146                   • C. Letourneau said she can apply for the same grant that she applied for last year to  
147                   receive aid for security purposes. The board told her to proceed.
- 148                   • K. Senna made a motion to approve \$4,500 for Philo to add security at the library, with  
149                   any unspent funds going back to the general fund, P. Jansen seconded. All in favor,  
150                   motion carried.

151   **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES’**  
152   **REPORTS**

153   A. Town Administrator

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

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

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## 170 B. Treasurer

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

## 172 C. Buildings

## 173 D. Budget and Finance

## 174 E. Personnel

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

## 183 F. Public Works/Grounds/Recreation

- 184 • P. Jansen explained that the \$40,000 is the amount the taxpayers approved during the
- 185 2024 budget. This is what will be discussed at the meeting at the beach.

## 186 G. Committees at the direction of the chair

187 **11. OTHER**188 **12. PLAN NEXT MEETING AGENDA**189 A. **May 29, 2024** – this is a change in the schedule190 **13. EXECUTIVE SESSION (if needed, pursuant to 1 V.S.A sec 313)**

- 191 • At **8:05 p.m.** – K. Senna made a motion to go into Executive Session, B. Dunsmore seconded.
- 192 All in favor, motion carried.
- 193 • At **8:05 p.m.** – K. Senna made a motion to invite Cheryl Letourneau in for Executive Session
- 194 and Doug Bergstrom in for part of Executive Session, B. Dunsmore seconded. All in favor,
- 195 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:**

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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**

216 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: [townofgeorgia.com](http://townofgeorgia.com)**