



GEORGIA VERMONT

Selectboard Special Meeting Monday, April 07, 2025 at 5:30 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)

CALL TO ORDER 5:30PM

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore, Paul Jansen, Carl Rosenquist

STAFF PRESENT

Todd Cadieux, Kollene Caspers, Lori Hobart, Stacy Katon

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

P. Jansen requested an Executive Session to discuss contracts, and for the Selectboard to move into said Executive Session immediately.

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

Chair Senna would entertain a motion to enter into Executive Session to discuss Contracts which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

Motion to Move into Executive Session at 5:33pm

Motion made by C. Rosenquist, Seconded by P. Jansen

Voting Yea: Chair Senna, Vice Chair Dunsmore, P. Jansen, C. Rosenquist

C. Rosenquist moves that we enter into executive session to discuss the above with Public Works Director Todd Cadieux and Town Administrator S. Katon under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.

Motion made by C. Rosenquist, Seconded by P. Jansen

Voting Yea: Chair Senna, Vice Chair Dunsmore, P. Jansen, C. Rosenquist

Motion to exit from Executive Session at 5:41pm

Motion made by P. Jansen, Seconded by Vice Chair Dunsmore

Voting Yea: Chair Senna, Vice Chair Dunsmore, P. Jansen, C. Rosenquist

No action taken following Executive Session.

5. 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.

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

A. Buildings-Review Bids GPL Electrical Outlet Project

- P. Jansen and Vice Chair Dunsmore, members of the Georgia Public Library Building Revitalization Committee, discussed the renovation of GPL building and needed architectural study. The electrical outlet project will be tabled until the Committee has had more time to review library building options.

B. Buildings-Review bids for Town Garage Transfer Switch

- The Selectboard and T. Cadieux, Public Works Director, reviewed the two bids from PD Electric LLC and Vermont Electrical Contracting LLC for electrical work at the Town Garage.
- Chair Senna recused herself, as she knows the owner of PD Electric LLC.

Motion to approve PD Electric LLC bid for \$7,600.

Motion made by P. Jansen, Seconded by Vice Chair Dunsmore.

Voting Yea: Vice Chair Dunsmore, P. Jansen, C. Rosenquist

Voting Abstaining: Chair Senna

7. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Personnel Policy draft review, Town benefit review

- S. Katon gave a benefits proposal to the Selectboard, specifically updating Town of Georgia employee vacation time, sick time and bereavement leave to be comparable with neighboring towns.
- Current Vacation Time: Six months to 9 years employment - two weeks; 10 years employment- three weeks; 20 years employment- four weeks. 40 hours of vacation time can be carried over.
- Proposed Option 1 Vacation Time: 1 to 3 years- 80hours (two weeks); 4-7 years employment- 120 hours (three weeks); 8 years employment- 160 hours (four weeks). 40 hours of vacation time can be carried over, maximum payout is 40 hours.

- Proposed Option 2 Vacation Time: Sliding scale of hours off, depending on number of years employed. (i.e., Year 1 employment- 80 hours, Year 2- 88 hours, etc.) This option would be burdensome on administration to coordinate for each employee every year.
- Discussion ensued over other local municipalities, vacation time options, paid time off, how this would affect the Road Crew Union Contract, and sick time.
- The Selectboard recommended Option 1 be added to the updated Town Personnel Policy, with “200 hours (five weeks) vacation after 14 years employment” added as proposed by C. Rosenquist. Vacation time will be accrued per pay period, with cap on the payout at 40 hours.
- Sick Time: Employees accrue sick time at 1 hour per 52 hours worked, 40 hours/year max for a full-time worker. Employees may carry over 40 hours per year, with a maximum accrual of 240 hours. There is no pay-out upon separation or termination of employment, unless otherwise agreed up by employee and Selectboard, under provisions of prior Town Personnel Policies.
- Proposed Bereavement leave: 5 days for immediate family, or 3 days for all others, provided they are scheduled workdays.
- Chair Senna gave S. Katon a list of formatting and other edits to address in the new draft Personnel Policy.
- Selectboard members went through the draft policy and gave S. Katon suggestions for additional changes and clarifications.
- S. Katon will make the advised changes and then send out the draft policy to the Selectboard and Town Department Heads for review.

8. PLAN NEXT MEETING AGENDA

A. April 14, 2025

9. ADJOURN

Motion to adjourn at 7:35pm

Motion made by Vice Chair Dunsmore, Seconded by P. Jansen.

Voting Yea: Chair Senna, Vice Chair Dunsmore, P. Jansen, C. Rosenquist

TABLED ITEMS: Library electrical outlet project bids.

Agendas are posted to the Town website, four designated places within the Town of Georgia (Town Clerk’s Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.

Minutes and meeting videos are posted on the Town of Georgia website.

Signed: Stacy Katon, Town Administrator

Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com