



# SELECTBOARD REGULAR MEETING

Monday, August 28, 2023 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

1. **Selectboard Present:** Devon Thomas Chair, Shannon Jenkins Vice-Chair, Jamie Comstock, Carl Rosenquist
2. **Selectboard Present Zoom:** Nicholas Martin
3. **Staff Present:** Cheryl Letourneau, April Edwards and Dawn Penney
4. **Public Present:** Karen Tebbetts, Bette Dunsmore, Brian Dunsmore, Heather Dunsmore, and Tony Heinlein
5. **Public Present:** Heather Grimm, Jen Kale, Chip Sterns (NEMRC), and Tom Hargy
6. 6:05 p.m. D. Thomas calls the meeting to order.

## 1. PLEDGE OF ALLEGIANCE

## 2. CHAIR UPDATE

## 3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- D. Thomas reports that Kyle Grenier reached out to him and requests a motion to have the Ethics Policy moved to the next meeting. C. Rosenquist makes a motion to have the Ethics Policy moved to the next meeting, S. Jenkins seconds. All in favor, motion carried.
- C. Letourneau asks if the website payment can be added to the agenda.
- C. Letourneau asks for an extra warrant to be added to the agenda under Warrants.
- C. Letourneau asks if Chip Sterns can be moved up after correspondence.
- C. Rosenquist makes a motion to add and move these items, S. Jenkins seconds. All in favor, motion carried.
- J. Comstock says the camera policy is not there.
- C. Letourneau confirms the board wants the junk, traffic, and trail, to the September 11<sup>th</sup> meeting. S. Jenkins adds the 20 foot right of way to the list.
- J. Comstock makes a motion to take away **B** and move **C, D, E,** and **F** to the next meeting on September 11, S. Jenkins seconds. All in favor, motion carried. C. Rosenquist questions when to talk about parking spaces during this meeting.

## 4. SELECTBOARD MINUTES AND WARRANTS

33 **A. Approval of Selectboard Regular Meeting Minutes for 8/14/2023**

- 34 • J. Comstock says in the August 14 minutes he is not listed as present, Jana Thuesen's name
- 35 is spelled wrong.
- 36 • N. Martin says line 159 J. Comstock made a motion, but it is not said that the motion died.
- 37 • J. Comstock says Jana Thuesen's name is spelled wrong on line 242, and 233. On line 214
- 38 'carried' is spelled wrong.
- 39 • C. Rosenquist says the numbers on line 30 and 31 need to be changed.
- 40 • J. Comstock questions line 270 if they wanted to add the last name of the firefighter. On
- 41 line 277 Kenneth is missing an e.
- 42 • S. Jenkins makes a motion to accept the meeting minutes with the changes.
- 43 • J. Comstock asks for line 278 to be reworded for easier understanding.
- 44 • S. Jenkins makes a motion to include the updated corrections with the approval of the
- 45 minutes. D. Thomas called it an amendment, N. Martin seconds, all in favor, motion
- 46 carried.
- 47 • S. Jenkins makes a motion to accept the minutes and corrections, J. Comstock seconds. All
- 48 in favor, motion carried.

49 **B. Approval of Warrants #17**

- 50 • N. Martin questions the \$75 refund being issued to INDECOM, C. Letourneau says they
- 51 sent in too much money for a recording, and this was their refund.
- 52 • J. Comstock makes a motion to accept the Warrant, C. Rosenquist seconds. All in favor,
- 53 motion carried.

54 **C. APPROVAL OF WARRANT #15 (Addition to agenda)**

- 55 • S. Jenkins makes a motion to Approve Warrant #15, N. Martin seconds. All in favor,
- 56 motion carried.

57 **5. PUBLIC COMMENT (For items not on agenda)**

58 All participants must clearly state their names. Appropriate actions will be considered once the

59 Selectboard has reviewed the information provided and necessary subsequent research.

- 60 • Bette Dunsmore stated she heard it stated at a previous meeting that without a DEI statement
- 61 it would be hard to get businesses to town. She wants the board to realize that ACT 250,
- 62 zoning, and planning regulations also make it hard to move here. We need to be friendly to
- 63 businesses to get them to town.

64

65 **7. CORRESPONDENCE**

- 66 • A. Edwards introduces Chip from NEMRC. He would like to speak to the board on why it
- 67 is a good idea to change from a fiscal to a calendar year.
- 68 • C. Sterns reports that this way of doing things leads to cash flow issues. You are technically
- 69 spending money that has not been approved by the voters for six months. You are not
- 70 supposed to spend any money without approval. The town of Georgia has been in the habit
- 71 of borrowing money. You also must account for changing over money to school. It can be
- 72 done with a two-payment system. This will let you match the state, school, and highway as
- 73 they are set up on a fiscal year. He included an email correspondence with the lawyer from
- 74 VLCT explaining what and how this can be done. This will not be 1.5 times the budget.

- 75 • D. Thomas questions how we would have to organize a town vote.
- 76 • Bette Dunsmore questions one year having an enlarged tax bill and how people are supposed
- 77 to deal with this. S. Jenkins reads the email to help clarify.
- 78 • A. Edwards says it would be more like 1.33 of the bills done twice.
- 79 • S. Jenkins reads the email saying again it is not 1.5 times the budget. A. Edwards says that
- 80 any portion can be paid during that time.
- 81 • D. Thomas calls for order.
- 82 • S. Jenkins questions why have a special election. A. Edwards says to do it this year because
- 83 currently you are borrowing money. If you do the election and implement it this year you
- 84 will not have to. C. Sterns explains how the split works.
- 85 • N. Martin confirms this is a good thing for the town. He says you go in borrowing money in
- 86 hopes the budget passes.
- 87 • C. Rosenquist agrees with N. Martin saying it is a good way to do things. He asks C. Sterns
- 88 to comment on the two different ways it can be done, 18-month or 6-month. C. Sterns
- 89 confirms but says the 18-month is much better.
- 90 • Brian Dunsmore says this has gone through a lot of selectboards over the years. He also
- 91 confirms it is a good idea. He warns that the public will need to be educated, voters need to
- 92 know why this is good to do. D. Thomas agrees.
- 93 • C. Rosenquist recommends continuing the discussion on September 6 at the budget meeting,
- 94 J. Comstock seconds. All in favor, motion carried.
- 95

## 96 7. UNFINISHED BUSINESS

### 97 A. Microsoft software for FD

- 98 • C. Letourneau reports that the Fire Department has a personal Microsoft license and not a
- 99 business one. She says that Keith told her there are three computers. Matt (IT) says he
- 100 can do the computers there at same time as he does the ones in the office.
- 101 • C. Rosenquist makes a motion to move from family to business license for Microsoft, N.
- 102 Martin seconds. A. Edwards informs the board the \$99 on the invoice has already been
- 103 spent. A. Edwards says May 3 is the renewal date. N. Martin says he wants it on a
- 104 business plan. All in favor, motion carried.
- 105 • S. Jenkins makes a motion to Approve Warrant #15, N. Martin seconds. All in favor,
- 106 motion carried.
- 107 • H. Dunsmore asks if they will try to get the \$99 back or credit. S. Jenkins says yes. D.
- 108 Thomas does not want to go any further than asking. Bette Dunsmore asks what line it
- 109 comes out of; C. Letourneau says it will come out of our computer line.

### 110 B. 20 Ft Right of way Russell Greene \*Moved Item

### 111 C. Trails Policy \*Moved Item

### 112 D. Security Camera policy – Action \*Moved Item

### 113 E. Junk Ordinance – update \*Moved Item

### 114 F. traffic ordinance – update \*Moved Item

## 115 8. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)

- 116 A. Chip Stearns - NEMRC discussion \*Discussed Earlier
- 117 B. GCC - Appoint J. Kale and N. Lavallee
- 118 • D. Thomas makes a motion to approve Jen Kale to GCC and Lavallee as her alternate, C.
- 119 Rosenquist seconds. All in favor, motion carried.
- 120 C. VELCO request for support letter – Action
- 121 • C. Rosenquist makes a motion to have the chair to sign the letter of support to VELCO, J.
- 122 Comstock seconds. S. Jenkins asks if they have completed the environmental permits and
- 123 questions what they are asking the board for. C. Rosenquist says it is a letter of support. D.
- 124 Thomas, J. Comstock, C. Rosenquist and N. Martin voted yes, S. Jenkins abstains, motion
- 125 carried.
- 126 D. Town Plan – Action
- 127 • C. Rosenquist makes a motion to have chair to sign for \$35,000 in preparation of a town
- 128 plan, S. Jenkins seconds. All in favor, motion carried.
- 129 E. Zamboni discussion
- 130 • C. Rosenquist makes a motion to postpone this to two meetings from now, S. Jenkins
- 131 seconds. S. Jenkins would love to have a rink she used, the one by the church. She says it
- 132 would be nice to get one organized but questions what the cost is. C. Letourneau says it can
- 133 be a skate park in the summer. C. Rosenquist this is zero cost so far; we can use ARPA
- 134 funds, but we have not moved forward on this at all. Bette Dunsmore says if you are serious
- 135 about a rec dept, this is a real plus for the town for the winter. All in favor, motion carried.
- 136 • S. Jenkins saw a comment from Heather that a member of the Conservation Commission
- 137 passed away and that it had a big impact. She wonders if they could invite someone to the
- 138 next meeting to speak about their impact.
- 139 F. Ethics Policy – moved
- 140 G. WEB PAYMENT (Addition to the Agenda)
- 141 • C. Letourneau explains how the online payments will work with the new website. A.
- 142 Edwards suggests the board open a new bank account for this process. This will limit access
- 143 with money in and money out. N. Martin makes a motion to call it website on the agenda.
- 144 C. Rosenquist adds to open account. N. Martin amends web payment and a specific account
- 145 for website payments, C. Rosenquist seconds. S. Jenkins asks about tax bills. C.
- 146 Letourneau says there is a bigger fee when people use credit cards for tax bills. All in favor,
- 147 motion carried.

## 148 9. SELECTBOARD SUB COMMITTEES AND REPORTS

### 149 A. Town Administrator

### 150 B. Treasurer

- 151 • A. Edwards reports to the board as per their request on the budget of legal expenses. She
- 152 reports the budget was for \$45,000 and they have used \$31,285.42 which leaves \$13,714.58.
- 153 • Bette Dunsmore asks that the legal expenses be easily seen and not buried in each
- 154 department.

- 155 C. Buildings
- 156 D. Budget and Finance
- 157 E. Personnel
- 158 • C. Rosenquist reports that the Personnel Policy is not yet finished.
- 159 F. Public Works/Grounds/Recreation
- 160 • C. Rosenquist says Bryce says he will put parking spaces in at his expense. He says he
- 161 spoke with the Conservation Commission and recommends that they not put them there. He
- 162 says the public and himself want a wider say. C. Rosenquist makes a motion to have Bryce
- 163 put in 2 or 3 parking spaces. The motion did not get a second and failed on the floor.
- 164 • J. Kale asks where the parking spaces would be. C. Rosenquist says they would put it on the
- 165 outside of the gate. J. Kale asks which gate. C. Rosenquist says the outer part of 104A, they
- 166 are open to where we would want them. D. Thomas wants to move this along. T. Heinlein
- 167 says a couple of months ago the GIDC sent a letter to the selectboard about use and abuse.
- 168 You then kicked it to the Conservation Commission. He says that T. Cadieux was supposed
- 169 to get in touch but has not heard from him. C. Letourneau asks if this is about the dirt on top
- 170 and she says Todd Cadieux has been talking to someone. J. Comstock says it is to add fill to
- 171 insulate. D. Thomas called for order. T. Heinlein warns that winter is coming.
- 172 G. Committees at the direction of the chair
- 173 • D. Thomas says that the board will give information on what they are looking for to Jana
- 174 Thuesen. She will then have a starting point. C. Rosenquist when and where they are going
- 175 to get them. D. Thomas says the information came from the people who presented
- 176 information to the town. Also, we should contact other towns. B. Dunsmore said the board
- 177 voted on the focus of the group. D. Thomas agreed and they voted to explore. C.
- 178 Letourneau said the motion was to educate the town. Bette Dunsmore have they been given
- 179 the orders to find out what other statements in the town. C. Rosenquist said the paper
- 180 reported D. Thomas and S. Jenkins had reported different issues, S. Jenkins wanted to
- 181 educate, and D. Thomas wanted a statement or resolution. Brian Dunsmore asked what the
- 182 timeline was. D. Thomas reports not having one, but it should not take long.
- 183
- 184 **10. OTHER**
- 185 **11. PLAN NEXT MEETING AGENDA**
- 186 A. 09/11/2023 Selectboard Meeting
- 187 B. Budget meeting with Departments - 9/06/23 at 4:00 p.m.
- 188 **12. EXECUTIVE SESSION (if needed, pursuant to 1 V.S.A sec 313)**
- 189 A. Personnel - Treasurer
- 190 B. Personnel - Hwy Temp Driver
- 191 • C. Rosenquist makes a motion to go to the Executive Session where they will speak of
- 192 issues where premature knowledge may be detrimental, he invites the treasurer and
- 193 administrator, S. Jenkins seconds. All in favor, motion carried.
- 194 • H. Dunsmore clarifies if there was an official motion to start DEI. D. Thomas says there
- 195 was a motion two meetings ago.
- 196 •

- 197
- 198
- 199
- 200
- 201
- 202
- 203
- 204
- 205
- 206
- 207
- 208
- 209
- 210
- There are four motions out of Executive Session.
  - N. Martin makes a motion to approve Chip Sterns to work with our treasurer and staff to train at said contract that the board has been presented, S. Jenkins. All in favor, motion carried.
  - N. Martin makes a motion for the treasurer to temporarily be approved to work additional hours to manage the budget, training, audit, and work with NEMRC, seconded by C. Rosenquist. All in favor, motion carried.
  - D. Thomas makes a motion to approve the treasurer's request to sign a bank letter to get information on all accounts associated with the Town's Federal Identification Number, C. Rosenquist seconds. All in favor, motion carried.
  - C. Rosenquist makes a motion to approve a part-time seasonal worker at \$35.00 per hour as requested by Public Works to help with winter plowing, seconded by J. Comstock. All in favor, motion carried.

211 **13. ADJOURN**

- 212
- 213
- 8:40 p.m. C. Rosenquist makes a motion to adjourn, S. Jenkins seconded. All in favor, motion carried.

214 **TABLED ITEMS:**

215

216 **Posted to the Town website, four designated places within the Town of Georgia (Town Clerk's**

217 **Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.**

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

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