



GEORGIA VERMONT

Selectboard Regular Meeting Monday, October 13, 2025 at 7:00 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 7:12pm

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore (via Zoom), Kellie Bosenberg, Carl Rosenquist, Judith Nasca

STAFF PRESENT

Doug Bergstrom, Kollene Caspers, Lori Hobart, Stacy Katon

GUESTS PRESENT

Terry Cleveland, Ken Minck, Michael Danis

2. CHAIR UPDATE

- Thanks go out to Georgia Market for continued support for our Town and community organizations. The October 5th Serving Sunday benefitted the Georgia Fire Department and raised \$3,900 together with a matching donation from the Blanchard family. The next serving Sunday will be on October 19th to benefit the Franklin County Animal Rescue (F.C.A.R.)

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- L. Hobart requested the addition of Warrant #2538 for \$696.46 (4B).
- K. Bosenberg requested the addition of background checks discussion for the library (8B).

Motion to approve the additions to the Agenda.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for September 22, 2025

Motion to approve minutes as written.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

- Selectboard had questions on the minutes. No changes were made.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstaining: J. Nasca

B. Approval of Warrant #2537

Motion to approve the Warrant in the amount of \$208,340.78

Motion made by K. Bosenberg, Seconded by C. Rosenquist

- L. Hobart answered questions about the warrant.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstaining: J. Nasca

Motion to approve Warrant #2538 in the amount of \$696.46

Motion made by Vice Chair Dunsmore, Seconded by K. Bosenberg

- L. Hobart answered questions about the Warrant

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstaining: J. Nasca

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.

- K. Minck inquired on the Town Hunting Policy and the definition of "designated" in the context of hunting on designated land. Vice Chair Dunsmore explained designated land is all town property where hunting is allowed. K. Minck asked if defining this further will be addressed by the Selectboard. Chair Senna answered not at this time.

6. CORRESPONDENCE

A. Village Area Boundary on NRPC Regional Future Land Use Map

- No action necessary. This communication is for informational purposes.

B. NRCP Notice on Emergency Management Funding

- No action necessary. This communication is for informational purposes.

C. VELCO Franklin County Line Update Project

- No action necessary. This communication is for informational purposes.

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

A. Impact Fee Hearing - Action

- The Selectboard held a hearing for a waiver of Impact Fees by application of Michael Danis on October 13, 2025 at 6:00pm.
- Vice Chair Dunsmore recommended a change to the ordinance clarifying the language before allowing waivers for Impact Fees.
- D. Bergstrom explained Impact Fees have been waived in the past, but none have been applied to changes in the footprint or square footage in a home rebuild in the past three years he has been Zoning Administrator.

- The Selectboard discussed the Impact Fees and the ramifications in giving the homeowner a waiver based on change in footprint and square footage.
- C. Rosenquist requested a compromise to reduce the Impact Fee amount instead of approving a full waiver.
- Chair Senna suggested taking the Impact fee amount and dividing it by the change in square footage, which would be 50%. The \$5,212 Impact Fee would be reduced to \$2,606. The school would maintain their share of \$1,100 while the Town would receive the remainder.

Motion to reduce the Impact fees by 50% based on the rebuild of a home with a smaller footprint but increased square footage, for a total Impact Fee of \$2,606.00 with \$1,100 going to the school and \$1,506 to the Town of Georgia.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, K. Bosenberg, C. Rosenquist, J. Nasca

Voting Nay: Vice Chair Dunsmore

B. Development Regulations - Action to Approve

Motion to approve the Development Regulations 3.0 as presented.

Motion made by Vice Chair Dunsmore, Seconded by K. Bosenberg

- C. Rosenquist would like to consider the 10-foot setback in the Lakefront zoning district as it seemed objectionable to some people at the last public meeting. Discussion ensued over the 10-foot setbacks and potential for amendment in the future. Regarding the flood zone questions, D. Bergstrom stated it did not affect the new Development Regulations.
- C. Rosenquist made a motion to amend Vice Chair Dunsmore's motion to approve the Development Regulations 3.0 as written and include a note to revisit the issue in 6 months.
- C. Rosenquist rescinded his amendment to Vice Chair Dunsmore's motion.
- Chair Senna researched the flood insurance comment from the public meeting and said it was not valid; the state standards would take over if town standards are less stringent.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstain: J. Nasca

C. Georgia Elementary and Middle School e911 Road Name (GEMS Place) - Action to Approve

Motion to approve the e911 street name **GEMS Place** for the road at Georgia Elementary and Middle School.

- D. Bergstrom explained the need for the road as mandated by e911, with multiple buildings on school property, the road will allow the buildings to be identified by individual numbers, which will direct emergency personnel and vehicles to the correct and most direct location in the event of an emergency.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

D. Development Review Board Vacancy Appointment (Jared Waite) - Action to Approve

Motion to approve Jared Waite for the Development Review Board

- D. Bergstrom explained that J. Waite had served on the DRB in the past. Glenn Sjoblom will move to an Alternate position on the DRB, as he requested, and J. Waite will be a full member of the Board.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

E. Town Assessor Errors and Omissions (E & O) Form - Action to Approve

Motion to approve the E & O Certificate

Motion made by C. Rosenquist, Seconded by K. Bosenberg

- The Selectboard questioned if the amount was correct, and T. Sabens was not present at the meeting to offer clarification.

C. Rosenquist rescinded his motion.

- S. Katon will follow up with the Assessor and bring this back to the Selectboard at the next meeting.

F. Boat Dock Seasonal Services Bid Decision - Action to Approve

- T. Cadieux was not at the meeting to address the bid decision for dock maintenance service. This will be tabled for the next Selectboard meeting.

G. VELCO-ROW for Silver Lake Woods -- Action to Approve VELCO Access Easement from the end of Silver Lake Road to its transmission line right-of-way.

Motion to approve the granting of an access easement and right-of-way to Vermont Transco, LLC (a/k/a VELCO) from the end of Silver Lake Road to its transmission line easement in Silver Lake Woods, being approximately 979' long and between 25' and 35' wide, by Easement Deed, subject to final review and approval of the Town Attorney and Vermont Land Trust, in exchange for \$3,428.46 and to authorize Selectboard Chair Kristina Senna to execute the Easement Deed.

Motion made by K. Bosenberg, Seconded by C. Rosenquist

- This is an access easement for VELCO to go over Silver Lake Road and Woods to get to their power lines. They did not have an easement in the past and need access to reach the power lines for maintenance. This easement has been reviewed by the town attorney.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

8. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Public Works/Grounds/Recreation

Chair Senna read the PWD report from T. Cadieux:

- Ditching for the MRGP work is complete. He is waiting on invoices to complete the information for the grant. Dig safe does not mark private lines, or any other lines than the main lines for utilities. There is a line to be repaired by GMP, he does not believe there will be a charge.
- Georgia school has asked the road crew to install a street sign for the new road. If permitted by the Selectboard, they already have the school plowing account, if the sign, labor, and all parts are billed to the Town. They are also Tax exempt so there would be no tax reporting. We do not currently do this for new, old, or private roads.

- He is waiting to hear from the insurance company about the current value of the damaged equipment and what is covered. There should be news by this week. The total covered would be 75 percent of the current value.
- October 28th is National Public Works First Responder Day. Public Works is considered “The Silent Army of Public Safety: Always Ready!” He is planning on taking the Highway Department out to Breakfast.
- Pulaski Pest patrol was hired for mice at the library. There are bait stations outside to detour them as well as any noticeable entry points sealed up.
- Last Mowing has been completed at the beach. The next weeks will have clean up and equipment stored for the winter. The dock will remain in until November time frame unless water levels rise drastically. He asked when the portolets should be removed, as bathrooms are normally closed first week in October. L. Hobart will contact the portolet company this week.
- T. Cadieux has not been able to touch base about the dock maintenance quotes due to being short staffed and other meetings.
- School plowing contract needs a bill sent to the school, L. Hobart said she will take of that this week.

B. Town Administrator

1. Background Checks for the Library:

- K. Bosenberg stated the Library Director, Bridget Stone, is uncomfortable reading the background checks. She suggests the Town Administrator take over responsibility for background checks.
- T. Cleveland proposes the library take care of the background checks and asked the Town for direction on handling the information.
- D. Bergstrom spoke about hiring a service to complete all the checks online.
- Chair Senna read the Town’s Personnel Policy addendum on background checks, and the background check information should go to the Town Administrator who then would share the information with the Library Director.
- C. Rosenquist inquired into the Memo of Understanding between the GPL and the Town, and suggested this should be addressed in the agreement,
- The library will send the background check instructions to employees/volunteers, and the return information will go to Town Administrator and then send to the Library Director.

2. Town Administrator Report:

- In regard to the September 29th incident, the hotbox will be covered by insurance effective March 2025. The Town will get a charge for the policy; at this time the amount is unknown.
- The insurance adjuster came out to look at the truck and hotbox. She is waiting for the final damage estimate.
- S. Katon is following up with additional documents to VOSHA.
- All insurance claims have been filed for auto, workers compensation and equipment. Follow up with agencies are ongoing.
- Security system, T. Cadieux and D. Bergstrom will update the Public Works computer so T. Cadieux will have surveillance access to the outside of all the Town buildings.
- The new key box has been delivered and will be installed in the Town Administrator’s office. The Public Works department will work with S. Katon on this project.

- S. Katon gave an update on the grants for the Public Works department:
 - Grants 0785, the PWD completed their information, waiting for equipment and labor hours for the crew. She will get the reimburse request off for that grant.
 - Grant in Aid 2024 through AOT, she will submit additional paperwork for the \$18,000 award.
 - The Better Roads grant through AOT will help cover the costs of road erosion. This was last done in 2017. T. Cadieux would like to apply for this again, as it will cover approximately \$7,900 and the Town will be responsible for approximately \$1,900. Next step is giving a letter of intention and then applying for the grant, which is due on Oct 31, 2025. This will be reviewed at the next regular board meeting.
 - S. Katon has submitted all the information for the 2024 Signs grant. By the end of October, we will get the grant funds in the amount of \$34,800.
 - \$89,560 in paving grant funds have been received.
- Bank reconciliation review will be completed by the end of October. She is following up with questions for additional information.
- All journal entries have been reviewed, and she has signed off on everything or asked questions where needed.
- Welcome Kollene Caspers to full time, she will continue to share time between the Zoning office and help the Selectboard and the Town Administrator.
- S. Katon is currently preparing health insurance quotes and plans, she has a few policies but is waiting for one more. Enrollment starts November 1; she will have everything to the Selectboard for approval at the next meeting.
- S. Katon has prepared an employee injury/incident reporting procedure guideline for all departments to ensure all employee injuries and work-related incidents are reported, documented, and reviewed promptly and accurately in case of emergency.

C. Treasurer Report

- The Town offices have been very busy processing taxes. The online ability to pay taxes will need to be suspended before midnight on Wednesday. L. Hobart will work with D. Bergstrom on this.
- There have been no problems with ACH and escrow companies.
- Taxes are due on October 15 at midnight.

9. UNFINISHED BUSINESS

- Local Option Tax – No updates.
- Change in Fiscal Year – No updates.
- Video Surveillance Policy - Currently working on new draft, with guidance from the selectboard.
- Town of Georgia Lot (Parcel ID 112260000) - Under Review by Town Attorney
- Perrigo Closing – No updates.
- Bridge #28 (Mill River Bridge) – No updates.
- Library Building Revitalization Committee
 - K. Bosenberg took Paul Jansen's place on the Committee. She updated the Selectboard on the September 30th meeting with the architect on proposed building changes for the Georgia Public library.
 - These building changes would bring the library building into ADA compliance.

- The Library Trustees will be voting on this plan at their meeting on Wednesday. The estimate of the architectural review is less than the \$50,000 set aside for the project in reserve funds. There is no cost to the taxpayers at this point.
- The next step is to determine if the project will go to bond in March. The Trustees must vote to approve a bond vote, then the Selectboard will vote to approve the Bond on the next ballot. The Trustees will have to have a discussion with the Town Clerk, as well as public meetings to get taxpayer input. The vote will be made by Australian ballot.
- Chair Senna recommended the library have this information explained to the community in the 2025 Town Report.

10. OTHER

11. PLAN NEXT MEETING AGENDA

A. October 27, 2025

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

A. Personnel

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

Motion to Move into Executive Session at 8:38pm

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

Chair Senna would entertain a motion to enter into Executive Session to discuss the above with Town Administrator S. Katon under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.

Motion to invite S. Katon to join the Executive Session

Motion made by K. Bosenberg, Seconded by C. Rosenquist

Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

Motion to exit from Executive Session at 9:35pm

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

No action taken outside of Executive Session.

13. ADJOURN

Motion to adjourn at 9:36pm

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

TABLED ITEMS: Assessor E & O, Boat Dock Seasonal Services Bid

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

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APPROVED