



# SELECTBOARD REGULAR MEETING

Monday, October 09, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

MINUTES

## Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

## 1. CALL TO ORDER

- **Selectboard Present:** Devon Thomas Chair, Shannon Jenkins Vice-Chair, Jamie Comstock, Carl Rosenquist, Shannon Jenkins, Nicholas Martin
- **Staff Present:** Cheryl Letourneau, April Edwards, Todd Cadieux
- **Public Present:** Fred Grimm, Heather Grimm, Steve Cushing, Kyle Grenier, Ken Minck, Terry Cleveland, Martha Jansen, Heather Dunsmore, Tony Heinlein, Kate Driver
- **Zoom Public Present:** Carolyn Branagan

## 1. PLEDGE OF ALLEGIANCE

## 2. CHAIR UPDATE

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

## 4. SELECTBOARD MINUTES AND WARRANTS

### A. Approval of Selectboard Regular Meeting Minutes for 09.25.2023

- C. Rosenquist made a motion to accept the 09.25.2023 minutes with corrections, N. Martin seconds.
- S. Jenkins wants the language clarified on lines 294-294. She questions her seconding a motion on line 253. J. Comstock asks for the Boy Scout Troop spelling to be corrected on line 136.
- All in favor, motion carried.

### B. Approval of Warrants # 22

- S. Jenkins makes a motion to approve Warrant #22, J. Comstock seconds. All in favor, motion carried.

## 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 hoping to separate the 2008 monies to establish a new reserve account.

- 31           • C. Branagan informs the board that T. Cadieux contacted her about a fuel increase and asked  
 32 her to investigate it at the state level. She states that there is no new increase coming this  
 33 year. She reminds them that there are new taxes coming and the biggest is the childcare tax.

34 **6. CORRESPONDENCE**

35 **A. Leanne Lesley Letter**

- 36           • C. Letourneau say this has to do with Cline Rd. There is also information in the packet about  
 37 Bullock Rd. J. Comstock says it came up last meeting. He says these two roads cannot have  
 38 anything done this year, but they are looking to do it next year, T. Cadieux confirms. R.  
 39 Cadieux says we are falling behind on where we should be for paving. He says we do not  
 40 have a paving plan; we pave what is broken. C. Rosenquist asks if there is a priority list. T.  
 41 Cadieux says he has a list. N. Martin says that they need to create a process. T. Cadieux  
 42 says there is a grant that has been approved for  $\frac{3}{4}$  mile, but the pavers have not come back.

43 **7. UNFINISHED BUSINESS**

44 **A. Junk Ordinance**

45 **B. Trails Policy**

- 46           • C. Rosenquist asks what the recommendation is. C. Letourneau says the trails and traffic  
 47 policies should both say the same thing.
- 48           • K. Minck recommends deleting “legal trails” from the traffic ordinance to clean them up and  
 49 align with other documents. He says the permitting process was only for people that lived or  
 50 worked on the trails.
- 51           • C. Rosenquist makes a motion to eliminate legal trails from section 1, page 5 of the traffic  
 52 ordinance and legal trails, amend that to and legal trails, seconded by N. Martin. All in  
 53 favor, motion carried.
- 54           • C. Rosenquist makes a motion to approve the motor vehicle and traffic ordinances as  
 55 amended, N. Martin seconds. All in favor, motion carried.
- 56           • H. Dunsmore asks if the board looked at the discharging of firearms that is already a policy  
 57 and you are now in conflict with.
- 58           • S. Jenkins says it is a class 4 road and she thinks the lawyer is correct that you cannot  
 59 discharge on a class 4 road. H. Dunsmore questions if it is a class 4 road then anyone can  
 60 use it. S. Jenkins clarifies that it is a road, and you cannot shoot from it. H. Dunsmore  
 61 agrees and says anyone can use it to walk on or drive on. S. Jenkins clarifies they are  
 62 talking about specific trails.
- 63           • C. Rosenquist makes a motion to approve the trails policy to apply trail #1, S. Jenkins  
 64 seconds.
- 65           • N. Martin asks if they are going to need to alter anything else.
- 66           • N. Martin amends the motion to send the trails policy to the attorney to have him review to  
 67 serve trail #1.
- 68           • K. Minck says there is no difference between trail 1 and trail 4 and he is confused why this  
 69 cannot be approved for all. C. Rosenquist says he wants to resolve this with the  
 70 homeowners first. K. Minck says signing this will make an agreement.
- 71           • C. Rosenquist withdraws his motion.
- 72           • J. Comstock asks if the trails are approved, will the Kale’s have to ask permission to use  
 73 their driveway. S. Jenkins confirms yes, but only once.
- 74           • D. Thomas asks if the decision is to get legal advice on this and then move forward.

- 75 • C. Rosenquist says he thinks too much time has been spent on this. C. Letourneau says if it
- 76 was a policy we would not have to go through as much. K. Minck says a policy is not
- 77 enforceable. That was why the request was made for this to be an ordinance.
- 78 • H. Dunsmore asks if they have tried putting signs up to resolve this problem. She asks if the
- 79 police will enforce anyhow as we have trouble getting police here now.
- 80 • C. Rosenquist makes a motion we table this. N. Martin says he does not want to table it.
- 81 • K. Minck asks that it is passed and then the public has two months to respond to it.
- 82 • C. Letourneau brings up the expectation of who maintains the trail/driveway situation.
- 83 • C. Rosenquist makes a motion to move the trails policy to the next meeting, N. Martin
- 84 seconds. All in favor, motion carried.

85 C. Livestock Ordinance

86 D. Arpa Funds

- 87 • S. Jenkins and C. Rosenquist say they are meeting tomorrow. It is a warned meeting, and it
- 88 is open to the public.
- 89 • F. Grimm questioned how two board members can go into executive session. Discussion
- 90 was had on how to title special meetings.

91 E. Philo Monitoring Contract

- 92 • J. Comstock says C. Letourneau reached out to Philo and it is the panic buttons that made
- 93 the two different bills. C. Letourneau says they will not install them until the agreement is
- 94 signed. N. Martin questions how it was budgeted. C. Letourneau wants a list of who to call
- 95 when the panic button is hit after the emergency services, there need to be four contacts. F.
- 96 Grimm questions the cost, J. Comstock says about \$600 per year. The four people should be
- 97 the Administrator, Webmaster, Public Works Director, and Chair of the Selectboard.
- 98 • N. Martin makes a motion to sign Philo contract for Library and Administration Building, C.
- 99 Rosenquist seconds. All in favor, motion carried.

100 **8. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**

101 A. Bovat Rd

- 102 • C. Letourneau says no one is here to speak on this topic. The board decided to wait.
- 103 • J. Comstock makes a motion to push to the next meeting, N. Martin seconds. All in favor,
- 104 motion carried.

105 B. 20 ft right of way on 104A

- 106 • C. Letourneau says this is about the Conservation Commission adding a trail near Bryce's
- 107 property.
- 108 • K. Minck deeded right of way on 104a side of the fence. He is looking for permission to put
- 109 a 4 ft trail in to join Trail 4 to Russell Greene.
- 110 • J. Comstock says 104a is a state highway, can we do that. K. Minck explains the location of
- 111 the fence is far enough away.
- 112 • C. Rosenquist asks about the costs of maintenance. K. Minck says the Conservation
- 113 Commission will be responsible. He then clarifies the map with J. Comstock.
- 114 • S. Jenkins makes a motion to approve the creation of a trail along the fence N. Martin
- 115 seconds. D. Thomas, S. Jenkins, J. Comstock and N. Martin vote yes, C. Rosenquist
- 116 abstains, motion is carried.

117 C. Fuel Contract

- 118 • T. Cadieux was approached by Gary Wright to try to reduce fuel prices. T. Cadieux informs  
 119 the board of local prices for purchasing bulk. T. Cadieux recommends going with Rowley  
 120 Fuels with the higher price to balance off the loss of time to go anywhere else. We are  
 121 currently using Robert's Energy.
- 122 • C. Rosenquist makes a motion to have T. Cadieux move forward to have Rowley Fuels, J.  
 123 Comstock seconds. All in favor, motion carried.
- 124 • N. Martin informs T. Cadieux if he is approached again by a member of the town with  
 125 suggestions, he can forward them to the board the same as everyone else.

126 **D. St. Albans Watershed Association – Appropriation**

- 127 • S. Cushing spoke about the weed harvester and the work that is done in the bay on our  
 128 behalf. He asks that the board takes this presentation into account when they discuss the  
 129 Watershed appropriation.

130 **E. Discussion for Advertising for a Fifth Person for Public Works – Addition**

- 131 • C. Letourneau says we have advertised with VLCT, Messenger, Seven Days, Facebook,  
 132 Indeed, and Front Porch Forem. J. Comstock suggests putting signs up. S. Jenkins suggests  
 133 sponsoring someone who wants to get a CDL. T. Cadieux says he is hesitant to put someone  
 134 out there on slippery roads to get experience. H. Grimm asks if the board has considered a  
 135 sign on bonus.
- 136 • T. Cadieux wants to advertise again. N. Martin asks for quotes to come back. F. Grimm  
 137 asks if a referral program could be offered.

138 **9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES'**  
 139 **REPORTS**

140 **A. Town Administrator (after Treasurer)**

141 Update on Election Calendar to Fiscal

- 142 • C. Letourneau asks the board to decide when these taxes are due. She explains some of  
 143 the consequences of passing this. The pros and cons were discussed.

144 Insurance claim

- 145 • A vehicle was damaged during roadside mowing where a tree branch came out and hit a  
 146 passing car. T. Cadieux says in the last 5 or 6 years they have never had an issue and  
 147 this is the first one.

148 **B. Treasurer**

149 update on Budget (Done before the Town Administrator Report)

- 150 • She did hear back from A. Baker about the CD and she said it was the treasurer before  
 151 her that did that. A. Edwards suggests taking the approximately \$1,700 and putting it in  
 152 the cemetery fund.
- 153 • C. Rosenquist makes a motion that we close the CD and put the money in the cemetery  
 154 fund, N. Martin seconds. All in favor, motion carried.
- 155 • J. Comstock questions the money that was raised for the Hope cemetery. K. Grenier  
 156 informs the board that when he was on the board they put the money into the cemetery  
 157 fund to use for any cemetery.

158 **C. Buildings**

159 **D. Budget and Finance**

- 160 • K. Minck questions how to prepare for the budget meeting. N. Martin says you should reach  
161 out to the treasurer, and she will help you through it. He also asks that an email be sent out  
162 to all the departments to prepare them for this.

163 **E. Personnel**

- 164 • C. Rosenquist met last Wednesday and will meet next Wednesday, and they hope to have it  
165 completed soon. They are taking the Personnel Policy from 2017, and 2020 which the last  
166 board almost had finished.

167 **F. Public Works/Grounds/Recreation**

168 **G. Committees at the direction of the chair**

169 **10. OTHER**

170 **11. PLAN NEXT MEETING AGENDA**

171 **A. 10/23/2023**

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

173 **A. Ethics Policy**

174 \* It is to be noted that this conversation happened during open meeting and not during  
175 Executive Session

- 176 • H. Grimm DEI wanted to clear up what the charges are for the DEI committee from the  
177 Selectboard. D. Thomas says they are not creating a DEI statement, they are researching  
178 what a DEI statement is and if the selectboard should adopt. N. Martin says the second  
179 stage the committee will be asked to create one. D. Thomas wants the committee to  
180 investigate DEI statement and make a suggestion. He said they were planning on hearing  
181 from each of them and their thoughts. When they met with each of them, they decided to  
182 come up with something together and present it and we were okay with that. S. Jenkins  
183 cautions using social media for research. K. Minck reminds that VLCT has suggested  
184 language to use.
- 185 • K. Minck asks if we agree that DEI never has to go into Executive session. S. Jenkins says  
186 that it was not a general DEI discussion, it was interpersonal issues between people. D.  
187 Thomas says it should not have been listed as a DEI item. K. Minck says he was just going  
188 by what was warned. N. Martin will work with the administration to make sure it is clearer.  
189 He says they were looking at it as a personnel issue and not a DEI issue. K. Minck says DEI  
190 and executive session should not be used together.
- 191 • K. Minck gave C. Letourneau suggestions about the purchasing policy and asked where that  
192 is.
- 193 • H. Dunsmore asks about the last meeting and DEI and that meeting went into Executive  
194 Session. S. Jenkins says it was two different meetings where the same thing happened. D.  
195 Thomas says it was information about individuals that they wanted to keep confidential.
- 196 • C. Rosenquist makes a motion to go into Executive Session to discuss issues that premature  
197 disclosure may put personnel or the municipality at risk inviting the town administrator and  
198 the members of the DEI board present, N. Martin seconds. All in favor, motion carried.

199 **13. ADJOURN**

200 **TABLED ITEMS:**

201

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

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

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

206

207 **NEED to add the time into ES and finish the meeting time**

Approved