



GEORGIA VERMONT

Selectboard Regular Meeting Wednesday, May 29, 2024 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

- **Selectboard Present** – Carl Rosenquist Chair, Paul Jansen (arrived at 6:35 p.m. during the Executive Session), Kristina Senna
- **Selectboard Zoom** – Devon Thomas Vice-Chair
- **Selectboard Absent** – Brian Dunsmore
- **Staff Present** – Cheryl Letourneau, Lori Hobart, Todd Cadieux, Dawn Penney, Doug Bergstrom
- **Public Present** – Suzanna Brown, Joe Montagne
- **Public Zoom** – Tyler Whitcomb, Jim Hungerford
- **At 6:01 p.m.** – C. Rosenquist called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- C. Rosenquist recommended opening the paving bids immediately because everyone was present for that.
- Whitcomb Bid – 4,875 tons, \$88.00/ton, \$429,000, liquid adjustment \$623/ton
 - Alternate 1,520 tons, \$88.00/ton, \$133,760, liquid adjustment \$623/ton
- Pike Industries Bid – 4,520 tons, \$89.35/ton, \$403,862, liquid adjustment \$623
 - Alternate 1,400 tons, \$89.35/ton, \$125,090, liquid adjustment \$623
- Hungerford Paving Bid – 4,520 tons, \$88.75/ton, \$401,150, liquid adjustment \$623
 - Alternate 1,400, \$88.75/tons, \$124,250, liquid adjustment \$623
- K. Senna made a motion to have T. Cadieux select from the three bids, C. Rosenquist seconded. All in favor, motion carried.

- 35 A. Executive Session with Road Foreman - Before Board Business
- 36 • At **6:15 p.m.** – K. Senna made a motion to go into Executive Session, C. Rosenquist
- 37 seconded. All in favor, motion carried.
- 38 • K. Senna made a motion to have the Public Works Supervisor join them for the Executive
- 39 Session, C. Rosenquist seconded. All in favor, motion carried.
- 40 B. Alarm Phone Calls
- 41 • At **6:35 p.m.** – P. Jansen joined the board during the Executive Session.
- 42 • At **7:04 p.m.** – D. Thomas began as chair of the meeting and called for a motion out of
- 43 Executive session while C. Rosenquist was excused for a moment.
- 44 • K. Senna made a motion to pay T. Cadieux for 4 hours for a phone call on the weekend, and
- 45 in future the payment will be 15 minutes for a phone call until the review of the Personnel
- 46 Policy, P. Jansen seconded. K. Senna, P. Jansen, D. Thomas voted yes, C. Rosenquist was
- 47 out of the room, motion carried.
- 48 • C. Rosenquist returned to the room and took back as chair of the meeting.

49 **5. SELECTBOARD MINUTES AND WARRANTS**

- 50 A. Approval of Special Meeting Minutes, 04.30.2024, 05.01.2024, 05.02.2024, 05.03.2024,
- 51 05.16.2024 and Approval of Regular Meeting Minutes 05.13.2024
- 52 • K. Senna made a motion to approve the minutes of 04.30.2024, P. Jansen seconded. All in
- 53 favor, motion carried.
- 54 • K. Senna made a motion to approve the minutes of 05.01.2024, P. Jansen seconded. All in
- 55 favor, motion carried.
- 56 • K. Senna made a motion to approve the minutes of 05.02.2024, P. Jansen seconded. All in
- 57 favor, motion carried.
- 58 • K. Senna made a motion to approve the minutes of 05.03.2024, D. Thomas seconded. All in
- 59 favor, motion carried.
- 60 • D. Thomas made a motion to approve the minutes of 05.16.2024 with corrections, K. Senna
- 61 seconded. All in favor, motion carried.
- 62 • K. Senna made a motion to approve the minutes of 05.13.2024 with corrections, D. Thomas
- 63 seconded. All in favor, motion carried.
- 64 C. Approval of Warrant #16
- 65 • K. Senna made a motion to approve the revised Warrant #16, P. Jansen seconded.
- 66 • There was a discussion on items from the warrant.
- 67 • It was decided to have a closer look at Comcast Business and how they are doing the billing
- 68 on their end and report back.
- 69 • All in favor, motion carried.

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

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

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

73 **7. CORRESPONDENCE**

74 **8. UNFINISHED BUSINESS**

- 75 A. Job Descriptions
- 76 B. Personnel Policy

- 77 C. Ethics Policy
 78 D. Purchasing Policy
 79 E. 3-Acre Rule - Sherwood Forest & Nottingham Dr.
 80 F. Bovat Rd

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

82 A. Meet the New Treasurer - Lori Hobart

- 83 • C. Rosenquist thanked L. Hobart for attending the meeting.

84 B. Open Paving Bids

- 85 • It is noted this was done earlier in the meeting.
 86 • There was discussion at this time on \$90,000 left from paving and \$106,000 from a grant for
 87 July and where this money was and how it was to be allocated.

88 C. Zoning - Open space and Road Agreement for Leo's Lane - Action to approve Subdivision

- 89 • P. Jansen questioned "Open Space" and asked where this was coming from for Simone
 90 Martin project.
 91 • D. Bergstrom said this was a recommendation from legal counsel. C. Rosenquist asked if D.
 92 Bergstrom advised signing this. D. Bergstrom said yes.
 93 • K. Senna made a motion to enter into this agreement, P. Jansen seconded. All in favor,
 94 motion carried.
 95 • K. Senna made a motion to enter a Roadway Agreement for Simmond Martin project, P.
 96 Jansen seconded. All in favor, motion carried.

97 D. Call-in Definition - Action to clarify what a call in.

- 98 • It is recommended that the board add "call-in" as part of the Personnel Policy and will be
 99 turned over to the personnel committee.

100 E. Child Care Tax

- 101 • It is noted the previous board wanted to pay the employees' portion of the Child Care Tax.
 102 D. Thomas said he is in favor of paying that. P. Jansen said he is not in favor. P. Jansen
 103 said it should be the responsibility of the employees and if they do not like it, then it is up to
 104 them to speak on their behalf to their representatives in Montpelier.
 105 • K. Senna made a motion to have the employees pay 0.0011% of their Child Care tax, P.
 106 Jansen seconded. K. Senna, P. Jansen, C. Rosenquist voted yes, D. Thomas voted no,
 107 motion carried.

108 F. Plowing GEMS Parking lot - submitting a bid

- 109 • C. Letourneau reported GEMS is going out to bid for plowing their parking lot. She asked
 110 the board if they want to submit a bid. P. Jansen and K. Senna said no. C. Letourneau said
 111 that is what paid for the fifth person's position with Public Works. K. Senna asked if they
 112 put that in the budget. D. Bergstrom says yes, the \$45,000 was covering the additional
 113 person.
 114 • K. Senna made a motion to submit a bid, D. Thomas seconded. All in favor, motion carried.

115 G. Highway Grant - Action to approve and sign.

- 116 • K. Senna motion to approve, P. Jansen seconded.
 117 • There was discussion on; Georgia Shore Rd and \$133,000, with a grant of \$106,000 with the
 118 difference to come out of the paving budget.

- 119 • All in favor, motion carried.
- 120 H. Hazard Mitigation Grant - Action to move forward.
- 121 • K. Senna motion to approve the grant application, P. Jansen seconded.
- 122 • C. Letourneau requested guidance from the board as to which choice the board would like
- 123 her to pursue; Mill River Bridge, Georgia Mountain Rd, or generators.
- 124 • K. Senna amended the motion to try and receive a \$1,000,000 and \$200,000 grants for
- 125 repairs on two bridges, P. Jansen seconded. All in favor, motion carried.
- 126 I. Pacif Grant - Action to move forward
- 127 • K. Senna made a motion to approve the application for the grant, P. Jansen seconded. All in
- 128 favor, motion carried.
- 129 J. American Tower
- 130 • C. Letourneau reported finding more information both with and without L. Hobart today
- 131 that may influence how the board will decide to move forward. It has been decided to move
- 132 this to the next meeting.
- 133 K. East Engineering for Bridge 10
- 134 • It was requested to move this to the next meeting.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- 137 A. Town Administrator -
- 138 Ordinances
- 139 • C. Letourneau reported receiving information from our legal council that we do not get rid
- 140 of any ordinances. In the letter there is an example of how they should be moving forward
- 141 with violations.
- 142 • S. Brown said she has reached out to people who potentially are in violation, and she has
- 143 told them what they may need to do to become compliant.
- 144 • P. Jansen asked if we have an enforcement policy. It is said there is not one. D. Bergstrom
- 145 says he has a draft letter from legal that can be used for consistency.
- 146 • It is requested that C. Letourneau add this to the next agenda.
- 147 Surveyor for beach
- 148 • C. Letourneau reported she sent P. Jansen the quote for surveying the beach, she also
- 149 reported she is waiting for two others to get back to her. P. Jansen said he wants to know
- 150 where the line is and for it to have pins placed.
- 151 Parade
- 152 • K. Senna extends a thank you to the parade committee.
- 153 • C. Letourneau will plan another meeting regarding the parade.
- 154 • It is reported that Concerts on the Green will be starting up again soon.
- 155 B. Treasurer
- 156 C. Buildings
- 157 • P. Jansen met with a contractor regarding the beach, and he is waiting to hear back from him
- 158 regarding his results.

- 159 • It was suggested P. Jansen reach out to BFA school and Buildings Trade to see if there is
160 anything they are willing to do.

161 D. Budget and Finance

- 162 • P. Jansen reported that they will need to start getting ready to plan a Capital Budget.
163 • P. Jansen said that they are currently trying to prepare information for the auditors.

164 E. Personnel

- 165 • D. Thomas said that he is planning on getting more job descriptions done to bring back to
166 the board.

167 F. Public Works/Grounds/Recreation

- 168 • It is noted that most of the Recreation has been falling under buildings now.
169 • It is noted that there has not been continued contact regarding tennis.

170 G. Committees at the direction of the chair

171 **11. OTHER**

172 **12. PLAN NEXT MEETING AGENDA**

173 A. 06.10.2024

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

175 **14. ADJOURN**

- 176 • At **8:12 p.m.** – K. Senna made a motion to adjourn the meeting, D. Thomas seconded. All in
177 favor, motion carried.

178

179 **TABLED ITEMS:**

180

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

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

184

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