



GEORGIA VERMONT

Selectboard Special Meeting Wednesday, April 01, 2026 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Agenda

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
2. PROPOSED EXECUTIVE SESSION (pursuant to 1 V.S.A sec 313 - requires two-thirds vote)

I would entertain a motion to enter into executive session to discuss _____ which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

I move that we enter into executive session to discuss _____ with (state names of attendees) under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. (State Time.)

- A. Personnel-Formal Grievance Hearing with Larry Moquin Local Union 668 Representative
- B. Union Local 668 Contract

3. SELECTBOARD SUB COMMITTEES AND REPORTS

A. Town Administrator-Discussion of VOSHA Citations

4. PLAN NEXT MEETING AGENDA

A. Regular Meeting April 13, 2026

5. ADJOURN

TABLED ITEMS:

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. Meeting videos are posted on the Town of Georgia website.

Minutes and 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

Vermont Department of Labor
Vermont Occupational Safety and Health Administration
P.O. Box 488
5 Green Mountain Drive
Montpelier, VT 05601
Phone: (802) 828-2765 Fax: (802) 828-0408



Citation and Notification of Penalty

To:
Georgia, Town of
and its successors
47 Town Common Road North
Saint Albans, VT 05478
Inspection Site:
113 Sand Hill Rd
Georgia, VT 05468

Inspection Number: 1854087
Inspection Date (s): 10/03/2025-10/03/2025
Issuance Date: 03/20/2026

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes violations of the Vermont Occupational Safety and Health Act. The penalty(ies) listed herein is (are) based on these violations. You must abate the violations referred to in this Citation by the dates listed and pay the penalties proposed, unless within 20 calendar days from your receipt of this Citation and Notification of Penalty **you either call to schedule an informal conference (see paragraph below) OR** you mail a notice of contest to the Vermont Department of Labor office at the address shown above. Issuance of this Citation does not constitute a finding that a violation of the Act has occurred unless there is a failure to contest as provided for in the Act or, if contested, unless this Citation is affirmed by the Review Board or a court.

Posting - The law requires that a copy of this Citation and Notification of Penalty be posted immediately in a prominent place at or near the location of the violation(s) cited herein, or, if it is not practicable because of the nature of the employer's operations, where it will be readily observable by all affected employees. This Citation must remain posted until the violation(s) cited herein has (have) been abated, or for 3 working days (excluding weekends and Federal holidays), whichever is longer. The **penalty dollar amounts need not be posted and may be marked out or covered up prior to posting.**

Informal Conference - An informal conference is not required. However, if you wish to have such a conference you may request one with the VOSHA Manager during the 20 calendar day contest period. During such an informal conference you may present any evidence or views which you believe would support an adjustment to the citation(s) and/or penalty(ies).

If you are considering a request for an informal conference to discuss any issues related to this Citation and Notification of Penalty, you must take care to schedule it early enough to allow time to contest after the informal conference, should you decide to do so. Please keep in mind that a written letter of intent to contest must be submitted to the VOSHA Manager within 20 calendar days of your receipt of this Citation. The running of this contest period is not interrupted by an informal conference.

If you decide to request an informal conference, please complete, remove and post the page 3 Notice to Employees next to this Citation and Notification of Penalty as soon as the time, date, and place of the informal conference have been determined. Be sure to bring to the conference any and all supporting documentation of existing conditions as well as any abatement steps taken thus far. If conditions warrant, we can enter into an informal settlement agreement which amicably resolves this matter without litigation or contest.

Right to Contest - You have the right to contest this Citation and Notification of Penalty. You may contest all citation items or only individual items. You may also contest proposed penalties and/or abatement dates without contesting the underlying violations. **Unless you inform the VOSHA Manager in writing that you intend to contest the citation(s) and/or proposed penalty(ies) within 20 calendar days after receipt, the citation(s) and the proposed penalty(ies) will become a final order of the Vermont Occupational Safety and Health Review Board and may not be reviewed by any court or agency.**

Penalty Payment - Penalties are due within 20 calendar days of receipt of this notification unless contested. Make your check or money order payable to "VOSHA". Please indicate the Inspection Number on the remittance.

VOSHA does not agree to any restrictions or conditions or endorsements put on any check or money order for less than the full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Notification of Corrective Action - For violations which you do not contest, you should notify the Vermont Department of Labor – VOSHA promptly by letter that you have taken appropriate corrective action within the time frame set forth on this Citation. Please inform VOSHA in writing of the abatement steps you have taken and of their dates, together with adequate supporting documentation, e.g., drawings or photographs of corrected conditions, purchase/work orders related to abatement actions, air sampling results, copies of required programs, etc. **NOTE: You may use the Certification of Corrective Action Worksheet**, attached to this document, to track and report any abatements you have completed. You may bring this report to the informal conference or mail it to VOSHA prior to the informal conference.

Employer Discrimination Unlawful - The law prohibits discrimination by an employer against an employee for filing a complaint or for exercising any rights under this Act. An employee who believes that he/she has been discriminated against may file a complaint no later than 30 days after the discrimination occurred with the U.S. Department of Labor and Industry at the address shown above.

Notice to Employees - The law gives an employee or his/her representative the opportunity to object to any abatement date set for a violation if he/she believes the date to be unreasonable. The contest must be mailed to the Department of Labor and Industry office at the address shown above and postmarked within 20 calendar days of the receipt by the employer of this Citation and Notification of Penalty.

Vermont Department of Labor
Vermont Occupational Safety and Health Administration



NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with VOSHA to discuss the Citation(s) issued on 03/20/2026. The conference will be held at the VOSHA office located at P.O. Box 488, 5 Green Mountain Drive Montpelier, VT 05601 on _____ at _____.

Employees and/or representatives of employees have a right to attend an informal conference.

Vermont Department of Labor
Vermont Occupational Safety and Health
Administration

Inspection Number: 1854087
Inspection Date: 10/03/2025-10/03/2025
Issuance Date: 03/20/2026



Citation and Notification of Penalty

Company Name: Georgia, Town of
Inspection Site: 113 Sand Hill Rd Georgia, VT 05468

Citation 1 Item 1 Type of Violation: **Serious**

29 CFR 1910.1200(h)(3)(iii):The measures employees can take to protect themselves from these hazards, including specific procedures the employer has implemented to protect employees from exposure to hazardous chemicals, such as appropriate work practices, emergency procedures, and personal protective equipment to be used;

Location: 83 Plains Road, Georgia, VT 05478

Violation: On or about, and at times prior to 03-Oct-2025 the Town of Georgia did not train employees in emergency procedures regarding unintentional release of flammable materials, exposing them to heat and stuck-by hazards likely to cause injuries and possible death.

Date By Which Violation Must be Abated:
Proposed Penalty:

April 15, 2026
\$7094.00

Citation 2 Item 1 Type of Violation: **Other-than-Serious**

29 CFR 1904.33(a): Basic requirement. You must save the OSHA 300 Log, the privacy case list (if one exists), the annual summary, and the OSHA 301 Incident Report forms for five (5) years following the end of the calendar year that these records cover.

Location: 47 Town Common Rd, Georgia, Vermont 05478

Violation: On or about 03-Oct-2025 and at times prior to, the Town of Georgia did not keep OSHA 300 logs and other required documents for five consecutive calendar years, even if the injury count is zero, exposing employees to the hazards of non-routine tasks that could be discovered by long term trend analysis.

Date By Which Violation Must be Abated:
Proposed Penalty:

April 15, 2026
\$0.00

Signed by:
Anna Hill
43540A8F67714F5...

Anna F. Hill
VOSHA Manager

Vermont Department of Labor
Occupational Safety and Health Administration
VOSHA
P.O. Box 488
5 Green Mountain Drive
Montpelier, VT 05601
Phone: (802) 828-2765 Fax: (802) 828-0408



INVOICE/ DEBT COLLECTION NOTICE

Company Name: Georgia, Town of
Inspection Site: 113 Sand Hill Rd Georgia, VT 05468
Issuance Date: 03/20/2026

Summary of Penalties for Inspection Number: 1854087

Citation 1 Item 1, Serious	\$7094.00
Citation 2 Item 1, Other-than-Serious	\$0.00
TOTAL PROPOSED PENALTIES:	\$7094.00

To avoid additional charges, please remit payment promptly to the VOSHA office for the total amount of the uncontested penalties summarized above. Make your check or money order payable to: "VOSHA". Please indicate VOSHA's Inspection Number (indicated above) on the remittance. Please forward payment to:

Vermont Department of Labor
VOSHA
PO Box 488
Montpelier, VT 05601-0488

VOSHA does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Signed by:

43540A8F67714F5...

Anna F. Hill
VOSHA Manager

3/20/2026
Date

CERTIFICATION OF CORRECTIVE ACTION WORKSHEET

Company Name: Georgia, Town of
Inspection Site: 113 Sand Hill Rd
Georgia, VT 05468
Issuance Date:03/20/2026

Inspection Number: 1854087

List the specific method of correction for each item on this citation in this package that does not read "Corrected During Inspection" and return to: **VT Department of Labor – VOSHA; 5 Green Mountain Drive, PO Box 488; Montpelier, VT, 05601.**

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

Citation Number _____ and Item Number _____ was corrected on _____
By (Method of Abatement): _____

I certify that the information contained in this document is accurate and that the affected employees and their representatives have been informed of the abatement.

Signature

Typed or Printed Name

Date

Title

NOTE: 21 V.S.A. § 210 (a)(7): Whoever knowingly makes any false statement, representation, or certification in any application, record, report, plan, or other document filed or required to be maintained pursuant to this Code shall, upon conviction, be punished by a fine or not more than \$10,000.00 or by imprisonment for not more than six months for by both.

POSTING: A copy of completed Corrective Action Worksheet should be posted for employee review.



**Vermont Department of Labor
Vermont Occupational Safety and Health Administration**

Date: 3/20/2026

In the Matter of: Georgia, Town of

VOSHA Inspection Number(s): 1854087

Expedited Informal Settlement Agreement (EISA)

The Georgia, Town of (Employer) and the Vermont Occupational Safety and Health Administration (VOSHA), hereby agree to settle the attached citations and penalties issued on 3/20/2026 as follows:

- 1) The Employer shall correct the violations as cited in the attached citations by the date listed on the citation.
- 2) The Employer shall abate each citation providing evidence of the abatement and signing the provided abatement verification certification form.
- 3) The Employer shall pay the proposed penalties as issued with the attached citations or as amended by VOSHA based off the EISA option chosen. Payment of the amended penalties will be made within 20 days of the employer receiving this agreement. **Failure to abide by this agreement will void all penalty modifications and the penalty due will revert to the original amount of \$7094.00.**
- 4) The Employer waives its rights to contest the attached citations and penalties by signing this expedited settlement agreement.
- 5) Each party will bear its own fees and other expenses incurred in connection with any steps of this proceeding.
- 6) The Employer shall immediately post a copy of this expedited settlement agreement and the abatement verification certification form in a prominent place at or near the location of the violations. These documents will remain posted until the violations have been corrected or for three working days (excluding federal/state holidays and weekends) whichever is longer.
- 7) The Employer agrees to continue to comply with the applicable provisions of the Occupational Safety and Health Act of 1970 and any rules adopted by the Vermont State Legislature pursuant to this act or any federal rules adopted pursuant to this act.
- 8) Choose from the two options in Attachment A by signing the chosen option and follow the steps for your chosen option. *If you cannot follow the steps outlined exactly in the below options, you must contact the VOSHA within 20 calendar days of receiving the citation packet for an Informal Conference Meeting to negotiate an Informal Settlement Agreement OR you can just pay the unamended full fine and provide abatement evidence OR you may provide written Notice of Contest. Sign Attachment A and return it electronically to VOSHA.*

ATTACHMENT A

Option 1: CORRECTION VIOLATIONS IMMEDIATELY AND PAY REDUCED PENALTY

Sign here if choosing this option: _____

1. Abate each citation by the abatement date listed in the citations.
2. Submit:
 - (1) Evidence of abatement **AND** (2) signed CERTIFICATION OF CORRECTIVE ACTION WORKSHEET describing the abatement measures; and
 - [OPTIONAL] Contact VOSHA to provide abatement consultant details.
3. Email abatement evidence and signed WORKSHEET to VOSHA.
4. Post the CORRECTIVE ACTION WORKSHEET for 3 working days.
5. Penalty Reduction: **30%**
 - Reduced Penalty Amount to Pay: **\$4,965.00**
6. The VOSHA Program Manager or Designee will sign and return the EISA.

Consultant Information (if applicable):

- Name/Company: _____
- Start Date: _____
- Estimated Completion: _____
- Email Address: _____
- Phone Number: _____

Option 2: CONTACT Project WorkSAFE AND PAY REDUCED PENALTY

Sign here if choosing this option: _____

- 1. Sign and email the CERTIFICATION OF CORRECTIVE ACTION WORKSHEET describing the abatement measures.
- 2. Contact Project WorkSAFE consultation for abatement assistance within 20 days of receipt.
 - o **NOTE:** The Employer shall contact Project WorkSAFE directly and within 20 days of receipt. **You must mention this agreement as a condition of abatement for the attached citations.**
- 3. Enter the date Project WorkSAFE was contacted below.
 - o Contacted Date: _____
- 4. Project WorkSAFE will confirm scheduled visit directly with VOSHA.
- 5. Penalty Reduction: **50%**
 - o Reduced Penalty Amount to Pay: **\$3,547.00**
- 6. The VOSHA Program Manager or Designee will sign and return the EISA.

CONTACT INFORMATION:

Luke McCarthy, Program Manager
888-723-3937

Luke.McCarthy@vermont.gov

<https://labor.vermont.gov/workplace-safety/project-worksafe>

IMPORTANT:

If the Employer does not contact Project WorkSAFE within 20 days of receipt and/or stops working with Project WorkSAFE before full abatement, the penalty reverts to the original amount of **\$7094.00**.

PAYMENT: Please make all checks/money orders payable to "VOSHA." Payment must be received within 20 calendar days. The inspection number must be referenced on the check or risk untimely processing.

ABATEMENT: All abatements designated in this agreement shall be completed or could be subject to additional citations and penalties of up to \$16,500.00 per day.

EMAIL ALL ABATEMENT DOCUMENTATION AND ALL PAGES OF THE SIGNED EISA TO:

Anna.Hill@vermont.gov

Karl.Hayden@vermont.gov

For: Employer

For: VOSHA

Job Title/Signing Authority

Job Title/Signing Authority

Date Signed

Date Signed

NOTICE TO EMPLOYEES

The law gives you or your representative the opportunity to object to any abatement date set for a violation if you believe the date to be unreasonable. Any contest to the abatement dates of the citations amended in paragraph four of this Settlement Agreement **must be received in writing** and emailed or mailed to the **Vermont Department of Labor – VOSHA, P.O. Box 488 Montpelier, VT 05601-0488**, within 20 days (excluding federal/state holidays and weekends) of the receipt by the employer of this Expedited Informal Settlement Agreement. You or your representative also have the right to object to any of the abatement dates set for violations referred to in paragraph three provided that the objection is **mailed to the office shown above within the 20-working day period** established by the original citation.