



GEORGIA VERMONT

Selectboard Regular Meeting Monday, April 13, 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. **PLEDGE OF ALLEGIANCE**
3. **CHAIR UPDATE**
4. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**
5. **SELECTBOARD MINUTES AND WARRANTS**
 - [A.](#) Approval of Selectboard Regular Meeting Minutes for March 23, 2026
 - [B.](#) Approval of Selectboard Special Meeting Minutes for March 27, 2026
 - [C.](#) Approval of Selectboard Special Meeting Minutes for April 1, 2026
 - [D.](#) Approval of Payroll Warrant
 - [E.](#) Approval of Warrant #2615
6. **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.
7. **CORRESPONDENCE**
 - [A.](#) Vermont Electric Power Company & Vermont Transco LLC Certificate of Public Good Notice
8. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
 - [A.](#) Grievance Response Letter - Action to Approve
 - [B.](#) Project WorkSAFE (Option 2) for 50% Abatement on VOSHA Citation #1 - Action to Approve and Sign
 - [C.](#) Letter of Intent for FY27 Grants-In-Aid - AOT Grant - Action to Approve and Sign
 - [D.](#) Adult Camp Rainbow Request to Waive Facility Use Fees for Georgia Beach July 7th-11th

- E. Black and White Copier - Action to Approve
- F. Mapping System Discussion - Action to Approve
- G. Town Impound Agreement & ACO Access to Town Garage - Action to Approve
- H. Paving Bids - Action to Approve
- I. State Building Permit for Georgia Beach Renovation Project - Action to Approve and Sign
- J. 2026 Road & Bridge Standards - Action to Approve
- K. Job Posting for New Highway Position - Action to Approve
- L. Appointment of Interim Town Administrator & Approval to Post the Position
- M. Hazard Communication Policy - Action to Approve
- N. Injury Reporting, Medical Treatment & Incident Review Policy - Review
- O. Property Disposal Policy - Review
- P. 911 Ordinance - Review (Old Version Attached)

9. UNFINISHED BUSINESS

- A. Library MOU - Under Review by the Attorney
- B. GPL Building Revitalization Committee Update
- C. Bridge #28 (Bridge on Mill River Road)
- D. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A. Public Works/Highway Update - Dock Doctors for Replacement of the Boat Dock Update
- B. Town Administrator
- C. Treasurer

11. OTHER

12. PLAN NEXT MEETING AGENDA

- A. April 27, 2026

13. 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

14. 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.

Minutes and meeting 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



GEORGIA VERMONT

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Selectboard Regular Meeting Monday, March 23, 2026 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

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Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER 6:00PM SELECTBOARD PRESENT

Chair Kellie Bosenberg, Vice Chair Brian Dunsmore, Judith Nasca, Carl Rosenquist, Tammy Hardy

STAFF PRESENT

Doug Bergstrom, Todd Cadieux, Kollene Caspers, Lori Hobart, Stacy Katon

PUBLIC PRESENT

Terry Cleveland, Heather Dunsmore and Sarah Savich (Georgia Public Library Trustees)

PUBLIC PRESENT VIA ZOOM

Natasha Halverson, Caroline Bright, John Katon, Sara Walker and Liz Visker

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

- Chair Bosenberg wanted to encourage all to get out and vote on March 31, 2026 for the school budget. There is an information meeting at the school on Thursday, March 26th at 6pm.

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- L. Hobart requested the addition of Warrant #2612 and Warrant #2613 (5E, 5F)

5. SELECTBOARD MINUTES AND WARRANTS

- A. Approval of Selectboard Regular Meeting Minutes for March 9, 2026

37 Motion to approve minutes with clarifications to library cleaning budget, discussion on
38 combining the community and school libraries, and the locations of Bridge #28 and Bridge #8.
39 Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist
40 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
41

42 B. Approval of Selectboard Liquor Board Special Meeting Minutes for March 9, 2026
43 Motion to approve the minutes as written.
44 Motion made by C. Rosenquist, Seconded by J. Nasca
45 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
46

47 C. Approval of Payroll Warrant
48 Motion to approve the payroll warrant.
49 Motion made by Vice Chair Dunsmore, Seconded by J. Nasca
50 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
51

52 D. Approval of Warrant #2611
53 Motion to approve Warrant #2611 in the amount of \$52,792.75
54 Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist
55 • L. Hobart and T. Cadieux answered questions on the warrant.
56 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
57

58 E. Motion to approve Warrant #2612 in the amount of \$649.09
59 Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist
60 • L. Hobart answered questions on the warrant.
61 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
62

63 F. Motion to approve Warrant #2613 in the amount of \$86.53
64 Motion made by J. Nasca, Seconded by C. Rosenquist
65 • L. Hobart answered questions on the warrant.
66 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
67

68 **6. PUBLIC COMMENT (For items not on agenda)**
69 All participants must clearly state their names. Appropriate actions will be considered once the
70 Selectboard has reviewed the information provided and necessary subsequent research.
71

72 **7. CORRESPONDENCE**

73 A. Sheriff's Monthly Activity Report (February 2026)
74

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

- 76 A. Background Checks for All Employees Discussion
- 77 • S. Katon reached out to VLCT for information on staff background checks.
 - 78 • VLTC said background checks are recommended for those working with vulnerable
79 populations, CDL truck drivers and staff involved in finance and money handling roles;
80 which would include credit checks and/or background checks.
 - 81 • S. Katon suggested this would need to be addressed in the Personnel Policy and in the
82 Union contract, if the Selectboard chooses to move forward with background checks
83 for qualifying employees.
 - 84 • T. Hardy inquired about Fire Department staff, who work with vulnerable populations.

- 85 • C. Bright said as a parent she would want anyone around her kids at the library to have
- 86 a background check.
- 87 • Chair Bosenberg will meet with S. Katon to discuss this further.

88 B. Black and White Copier Discussion

- 89 • Though it was shot down at budget time, a more reliable copier is needed in the
- 90 conference room, and the space is limited in the Clerk’s office. The proposed copier is
- 91 \$110/month for 63 months, and includes all service and toner, delivery connection and
- 92 training.
- 93 • Vice Chair Dunsmore explained his no vote, who had reservations on the choices when
- 94 the current copiers were introduced last year.

95 Motion to approve the black and white copier as described and for 63-month contract.
96 Motion made by C. Rosenquist, Seconded by Chair Bosenberg

- 97 • Discussion included researching other copiers and getting more quotes for the
- 98 Selectboard to review.
- 99 • D. Bergstrom will get the additional information, and this will be revisited at the next
- 100 Selectboard meeting.

101 C. HUD Grant Approval and Support Letter

- 102 • K. Caspers explained that the HUD grant for the library renovation project is due on
- 103 March 31st. The grant requires a letter of approval and support from both the
- 104 Selectboard and the Board of library Trustees.
- 105 • Chair Bosenberg explained the terms of the grant if approved for funding, which
- 106 includes the library staying a library in perpetuity.
- 107 • T. Cleveland explained the change in scope of the renovation to provide for ADA
- 108 compliance, excluding any additional renovations to the building.
- 109 • Discussion was had on the history of ADA compliance renovations for the building, the
- 110 time and money spent on the current and 2018 architect feasibility studies, and how to
- 111 move forward with the project.
- 112 • T. Cleveland will call the current project architect for the detailed grant information. If
- 113 this is received by and approved at Wednesday’s Trustee meeting, the Selectboard can
- 114 revisit this at a special Selectboard meeting on Friday.
- 115 • The grant is tabled for the next meeting.

116 D. Interior Cameras at the Library - Action to Approve

117 Motion to approve interior cameras in the library as outlined in the estimate from Philo
118 Securities Systems.

119 Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore

- 120 • D. Bergstrom explained the costs associated with installing the cameras, two 4k turret
- 121 cameras to be placed at the entry door and in the community room; and one 4k 180-
- 122 degree turret camera in the main library area for \$3,613.20.
- 123 • The Town’s Video Surveillance Policy addresses who has access to security footage
- 124 and how the footage is monitored.
- 125 • Chair Bosenberg gave a statement that the library is a Town building, there is concern
- 126 for the safety of staff and public, children 9 years and older are allowed to be in the
- 127 library unattended. She is in support of the cameras as an added layer of safety.
- 128 • Selectboard members discussed interior cameras in the library, a measure to be
- 129 proactive verses reactive, and the minimal number of cameras to ensure safety.
- 130 • S. Savich, community member and Vice Chair of the GPL Trustees, requested the
- 131 discussion on library cameras be tabled for the new Board of Trustees to have the time

to understand and research the issue. A safety committee was formed at the last Trustee meeting to take on this task.

- Discussion continued with community member input, other rural libraries in Vermont have cameras, and the building is a public space where there is no right to privacy.
- Tabling the action to approve was considered, the Selectboard recognized this has been an issue for almost 10 years, cameras were requested back in 2017 for security but have been reconsidered over the years.
- Vice Chair Dunsmore asked for the vote.

Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy.

Motion passes.

E. Hazard Communication Policy - Review Only

- Draft policy was included in the packet, including improvements and updates as directed by VLCT.
- This policy was brought to the Selectboard in 2024 but was never reintroduced after edits were made.
- The Selectboard discussed the draft policy and offered suggestions and edits.
- Edits will be made as suggested and will be returned to the agenda at the next meeting for approval.

F. Applications for Beach Bathroom Renovation Project – Action to Approve

- T. Cadieux reported there are no changes to the previously approved quote. The work order needs to be signed, and work is tentatively set to start May 1.

G. Highway and Beach Job Posting - Action to Approve

- T. Cadieux requested approval to post the beach caretaker position. The Selectboard asked if the employee from last year would want to return. He was instructed to reach out and ask if he would like to apply for the job again.

Motion to approve the job posting for the beach caretaker job.

Motion made by Vice Chair Dunsmore, Seconded by J. Nasca

Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, C. Rosenquist, J. Nasca, T. Hardy

Motion to approve the job posting for the highway position.

Motion made by Vice Chair Dunsmore, Seconded by J. Nasca

Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, C. Rosenquist, J. Nasca, T. Hardy

H. Portable Toilet Placement at the Beach - Action to Approve

Motion to approve the portable toilets at Georgia Beach.

Motion made by Vice Chair Dunsmore, Seconded by J. Nasca

Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

9. UNFINISHED BUSINESS

A. Selectboard Tour of Liquid Measurement Systems (LMS) - May Tour Date Availability

- Selectboard will let S. Katon know their availability for tour scheduling.

B. Library MOU - Under Review by the Town Attorney

- Chair Bosenberg will reach out to the attorney for an update.

C. GPL Building Revitalization Committee Update and Discussion

- Discussion was covered during the HUD grant (8C)

D. Bridge #28 (Bridge on Mill River Road)

- T. Cadieux gave an update on the work and purchasing materials.

- 179 • S. Katon will notify the public when the bridge is closed for repairs.
- 180 E. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)
- 181 • T. Cadieux reported bridge engineer Tyler Billingsly examined the bridge. He is
- 182 preparing two options for the Town, a 5-to-10-year fix at approximately \$500,000 or
- 183 40+ year fix at approximately \$800,000-900,000.
- 184

185 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES**
 186 **REPORTS**

- 187 A. Public Works/Roads
 - 188 • T. Cadieux reported there is a new roof leak at the garage, and he has contacted
 - 189 companies for repairs.
 - 190 • The highway crew continues with plowing.
 - 191 • The highway crew examined a culvert failing on Georgia Mountain Road.
 - 192 • He did not win the bid for the new Hot Box; it went for more money than was
 - 193 authorized by the Selectboard. He will continue the search for a replacement.
- 194 B. Town Administrator
 - 195 • TA report was sent to the Selectboard.
- 196 C. Treasurer
- 197

198 **11. OTHER**

- 199 • D. Bergstrom reported the new GID mapping system will not meet the Town’s needs
- 200 within the budget provided. He is investigating an option with CloudPermit, the online
- 201 permitting system. He will speak with the Town Assessor about their mapping needs.
- 202 He will do more research and bring it back to the Selectboard with additional
- 203 information.
- 204

205 **12. PLAN NEXT MEETING AGENDA**

- 206 A. Selectboard Special Meeting Friday, March 27, 2026 at 6PM
- 207 B. Selectboard Regular Meeting Monday April 13, 2026 at 6PM
- 208

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

- 210 A. **Personnel**
- 211 Chair Bosenberg would entertain a motion to enter into Executive Session to discuss Personnel,
- 212 which premature disclosure or discussion may be detrimental to the board in itself and/or
- 213 individuals involved.
- 214 Motion to enter into Executive Session at 7:59pm.
- 215 Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore
- 216 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
- 217
- 218 Chair Bosenberg would entertain a motion to enter into Executive Session to discuss Personnel
- 219 with Town Administrator Stacey Katon and Public Works Director Todd Cadieux under the
- 220 provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.
- 221 Motion to invite S. Katon and T. Cadieux to Executive Session.
- 222 Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore
- 223 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
- 224

225 Motion to amend the motion to enter into Executive Session to discuss Personnel with Town
226 Administrator Stacey Katon, Public Works Director Todd Cadieux and Zoning Administrator
227 Doug Bergstrom under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.
228 Motion to invite S. Katon, T. Cadieux and D. Bergstrom to Executive Session.

229 Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore
230 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

231
232 Motion to exit from Executive Session at 9:01pm.
233 Motion made by Vice Chair Dunsmore, Seconded by J. Nasca
234 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

235
236 No action taken out of Executive Session.

237
238 **14. ADJOURN**

239 Motion to adjourn at 9:02PM
240 Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore
241 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

242
243 TABLED ITEMS: Black and White Copier, HUD Grant, Hazard Communication Policy

244
245 **Agendas are posted to the Town website, four designated places within the Town of Georgia**
246 **(Town Clerk’s Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to**
247 **the local media.**

248 **Minutes and meeting videos are posted on the Town of Georgia website.**

249 **Signed: Stacy Katon, Town Administrator**

250 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com**



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Selectboard Special Meeting
Friday, March 27, 2026 at 6:00 PM
Chris Letourneau Meeting Room and via Zoom
Minutes

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWVzVadz09>

Meeting ID: 616 584 3896 | **Passcode:** 5243524

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

1. CALL TO ORDER 6:00PM

SELECTBOARD PRESENT

Chair Kellie Bosenberg (via Zoom), Vice Chair Brian Dunsmore, Judith Nasca (via Zoom), Carl Rosenquist, Tammy Hardy

STAFF PRESENT

Kollene Caspers, Lori Hobart

PUBLIC PRESENT

Heather Dunsmore, Natasha Halverson (via Zoom)

2. PLEDGE OF ALLEGIANCE

3. WARRANTS

A. Warrant #2614

Motion to approve Warrant #2614 in the amount of \$1350 for State Stormwater Permit.

Motion made by C. Rosenquist, Seconded by T. Hardy

- L. Hobart answered questions about the warrant.

Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

4. HUD GRANT DISCUSSION

- The HUD grant application included funding gap language indicating the Town would need to have the funding on hand, within 10% of total project costs, for grant approval.
- Chair Bosenberg read through the architect/engineer proposal and cost breakdown for the project estimated at \$806,668 without the estimate for the parking lot. Given that the Town has not yet gone for a library bond, the funds are not on hand for the project.
- The grant also indicated a single phase of a multi-phase project may not be eligible for the grant, if the phase is intrinsically tied to a larger capital improvement project, which would

39 be identified during the permitting and environmental reviews for the entire project. This
40 would not allow us to apply for the grant for only a portion of the work to be done.

- 41 • The Selectboard discussed the scope of work inside the building and the parking lot.
- 42 • N. Halverson asked if there was any deadline for the building to be ADA compliant. J.
43 Nasca explained the state of Vermont built the library in 1972 and did not include ADA
44 accessibility. There is more work to be done on the building than just the ADA portion.
- 45 • The Selectboard recognized this is not the first time the ADA renovation project has been on
46 the Selectboard Agenda.
- 47 • C. Rosenquist thanked the Library Board of Trustees for getting the architectural and
48 engineering information to the Selectboard.

49 Motion to decline support in application to the HUD grant.

50 Motion made by C. Rosenquist, Seconded by T. Hardy

51 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

52

53 **5. OTHER**

54

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

56 A. Contracts

57 Chair Bosenberg would entertain a motion to enter into Executive Session to discuss Contracts,
58 which premature disclosure or discussion may be detrimental to the board in itself and/or
59 individuals involved.

60 Motion to enter into Executive Session at 6:27pm.

61 Motion made by C. Rosenquist, Seconded by T. Hardy

62 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, T. Hardy, J. Nasca, C. Rosenquist

63

64 Chair Bosenberg would entertain a motion to enter into Executive Session to discuss
65 Contracts with Lori Hobart and Kollene Caspers under the provisions of Title 1, Section
66 313(a)(1)(A) of the Vermont Statutes.

67 Motion to invite L. Hobart and K. Caspers to Executive Session.

68 Motion made by C. Rosenquist, Seconded by T. Hardy

69 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, T. Hardy, J. Nasca, C. Rosenquist

70

71 Motion to exit from Executive Session at 7:10pm.

72 Motion made by C. Rosenquist, Seconded by T. Hardy

73 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, T. Hardy, J. Nasca, C. Rosenquist

74 **No action taken out of Executive Session.**

75

76 **7. ADJOURN**

77 Motion to adjourn at 7:10PM

78 Motion made by C. Rosenquist, Seconded by T. Hardy

79 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

80

81 **Agendas are posted to the Town website, four designated places within the Town of Georgia (Town Clerk’s**
82 **Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media. Meeting**
83 **videos are posted on the Town of Georgia website.**

84 **Minutes and videos are posted on the Town of Georgia website.**

85 **Signed: Stacy Katon, Town Administrator**

86 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com**



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Selectboard Special Meeting Wednesday, April 01, 2026 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 6:00PM

SELECTBOARD PRESENT

Chair Kellie Bosenberg, Vice Chair Brian Dunsmore, Judith Nasca, Carl Rosenquist

SELECTBOARD ABSENT

Tammy Hardy

STAFF PRESENT

Stuart Bigelow, Todd Cadieux, Stacy Katon

OTHERS PRESENT

Robert Quesnel, Larry Moquin

2. PLEDGE OF ALLEGIANCE

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

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

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

Motion to enter into Executive Session at 6:03pm.

Motion made by C. Rosenquist, Seconded by Vice Chair Dunsmore

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

39 Chair Bosenberg would entertain a motion to enter into Executive Session to discuss Personnel
40 Formal Grievance Hearing with Robert Quesnel and Larry Moquin under the provisions of
41 Title 1, Section 313(a)(1)(A) of the Vermont Statutes.

42 Motion to invite R. Quesnel and L. Moquin to Executive Session.

43 Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist

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

45
46 Motion to exit from Executive Session at 7:18pm.

47 Motion made by C. Vice Chair Dunsmore, Seconded by C. Rosenquist

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

49
50 **No action taken out of Executive Session.**

51
52 B. Union Local 668 Contract

53
54 **4. SELECTBOARD SUB COMMITTEES AND REPORTS**

55 A. Town Administrator-Discussion of VOSHA Citations

- 56 • S. Katon received citations from VOSHA and is seeking the Selectboard's guidance on
- 57 course of action to proceed regarding abatements and penalties within the given 20-day
- 58 timeframe.
- 59 • S. Katon explained the abatement options for training and PPE at 30%; or Project
- 60 WorkSAFE at 50%, where both would have to be set up within the 20-day timeframe
- 61 provided. The Selectboard discussed the options.
- 62 • T. Cadieux further explained Project WorkSAFE trainings, timeframes and availability
- 63 of the programs required for the Highway department.
- 64 • There was discussion on VOSHA compliance in other Town departments. The State
- 65 Fire Inspector visited the library and requested the hallway at the fire exit be cleared of
- 66 all items, which has not yet been accomplished. This has not been brought up yet at a
- 67 Library Board of Trustees meeting.

68 Motion to approve the Project WorkSAFE program track with a 50% abatement.

69 Motion made by J. Nasca, Seconded by Vice Chair Dunsmore

- 70 • T. Cadieux said the VOSHA fine of \$3,547 could be paid incrementally if needed or all
- 71 at once. Chair Bosenberg said the fine could be paid all at once.

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

73
74 **5. PLAN NEXT MEETING AGENDA**

75 A. Regular Meeting April 13, 2026

76
77 **6. ADJOURN**

78 Motion to adjourn at 7:34pm

79 Motion made by C. Rosenquist, Seconded by J. Nasca

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

81
82 **Minutes and videos are posted on the Town of Georgia website.**
83 **Signed: Stacy Katon, Town Administrator**
84 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com**

Treasurer Payroll Report – Regular Selectboard Meeting – 04/13/2026

Payroll Check Date – 03/26/26
Cash Requirement - \$ 18,358.76
Weekly

Payroll Check Date – 04/02/26
Cash Requirement - \$ 27,643.25
Weekly & Bi-weekly & election

Payroll Check Date – 04/09/26
Cash Requirement - \$ 18,122.14
Weekly

To the Treasurer of Town of Georgia,

We Hereby certify that payroll payments to several town employees that are recorded and paid from the payroll system, Paychex.

Each aggregate amount is listed above.

Let this be your order for the payments of these amounts.

Kellie Bosenberg _____

Brian Dunsmore _____

Tammy Hardy _____

Judith Nasca _____

Carl Rosenquist _____

2026 Payroll Log

Check Date	Weekly	Bi-weekly	Cash Requirement	Notes	Weekly Variance %	Weekly/Bi-Weekly Variance %
4/9/2026	x		18,122.14		-1.289%	
4/2/2026	x	x	27,643.25	"snow bonus" for hwy, DTC payment		29.811%
3/26/2026	x		18,358.76		2.179%	
3/19/2026	x	x	21,295.08	election workers		-22.443%
3/12/2026	x		17,967.21	reduced highway	-6.438%	
3/5/2026	x	x	27,457.17	"snow bonus" for Hwy; DTC payment; final paycheck		30.802%
2/26/2026	x		19,203.51	return overpayment; less OT	-2.285%	
2/19/2026	x	x	20,991.43	less call in / OT; return overpayment		-15.811%
2/12/2026	x		19,652.62	less call in / OT	2.652%	
2/5/2026	x	x	24,933.69	"snow bonus" for Hwy; Call In & OT; DTC payment		-1.367%
1/29/2026	x		19,144.94	direct deposit allocation updates, less OT	-16.440%	
1/22/2026	x	x	25,279.36			-5.660%
1/15/2026	x		22,911.56	DTC payment		
1/8/2026	x	x	26,796.00	"snow bonus" for Hwy; OT and Holiday OT; DTC payment		

04/10/2026

Town of Georgia, Vermont Accounts Payable

Section 5. Item #E. 5
Georgia Treasurer

11:08 am

Check Warrant Report # 2615 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 04/13/2026 To 04/13/2026

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1792	monthly cleaning last month for library cleaning with this vendor	1040.00	0.00	1040.00	5396	04/13/26
AVENU AVENU INSIGHTS & ANALYTICS	INVB-069689	monthly useage	890.00	0.00	890.00	5397	04/13/26
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14946	emails, OneDrive email adjustments for board / commission members set up OneDrive as grants repository	183.75	0.00	183.75	5398	04/13/26
CANON CANON FINANCIAL SERVICES, INC	42834072	annual svc agreement	357.30	0.00	357.30	5399	04/13/26
CENTPETRO CENTRAL PETROLEUM COMPANY	547559	lubricants syntho pressure lube extreme duty chain & cable lube hy-torque gear lube	655.30	0.00	655.30	5400	04/13/26
CHEVALIER CHEVALIER DRILLING CO., INC	100790	quarterly testing	280.00	0.00	280.00	5401	04/13/26
CIVICPLUS CIVICPLUS LLC	260126	annual municode	4167.45	0.00	4167.45	5402	04/13/26
CIVICPLUS CIVICPLUS LLC	360098	annual fee-website	4838.88	0.00	4838.88	5402	04/13/26

					Check Total	9006.33	
COMCASTB COMCAST BUSINESS	267939061	phone service	822.93	0.00	822.93	5403	04/13/26
COSTCO COSTCO WHOLESALE	03.26.26	supplies facial tissue paper plates/bowls/towels garbage bags dish soap disinfectant items sparkling water toilet bowl cleaner batteries folding hand truck	391.46	0.00	391.46	5404	04/13/26
FCSD FRANKLIN COUNTY SHERIFF DEPART	608 MARCH 26	80 hrs law enforcement	7618.40	0.00	7618.40	5405	04/13/26
GOT THAT GOT THAT RENTAL & SALES, INC.	151718	barrier webbing 300 ft	165.00	0.00	165.00	5406	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0000 032626	old garage	104.99	0.00	104.99	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0001 032626	library well	29.49	0.00	29.49	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0002 032626	library	567.44	0.00	567.44	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0005 032626	town offices	410.70	0.00	410.70	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0006 032626	fire station	510.27	0.00	510.27	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0009 032626	streetlights	255.05	0.00	255.05	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-2626 032626	new garage	462.02	0.00	462.02	5407	04/13/26
GMP GREEN MOUNTAIN POWER CORPORATI	-4295 032626	salt shed	28.28	0.00	28.28	5407	04/13/26

					Check Total	2368.24	

04/10/26
11:08 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 2615 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 04/13/2026 To 04/13/2026

Section 5. Item #E. 2
Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
HANDY	HANDY BUICK GMC CADILLAC, INC. 72763	2 spring kits	72.66	0.00	72.66	5408	04/13/26
HARRISON	HARRISON QUARRY LLC 11423	83.84 ton fines	1257.60	0.00	1257.60	5409	04/13/26
HARRISON	HARRISON QUARRY LLC 11459	231.37 ton 3/4" plant mi	3354.87	0.00	3354.87	5409	04/13/26

					Check Total	4612.47	
J&L	J & L HARDWARE, INC. 552862	hooks, hangers, nuts 2" tigerflex ft hose nuts, bolts, nails, screws, misc "hang up" utility bracket handy hook western saddle hose hanger hanger holder storage hook	368.25	0.00	368.25	5410	04/13/26
J&L	J & L HARDWARE, INC. 553547	slip hook, concrete mix	236.47	0.00	236.47	5410	04/13/26

					Check Total	604.72	
UNION DUE LABORERS' INTERNATIONAL OF NO. MARCH 2026		monthly dues	150.50	0.00	150.50	5411	04/13/26
MRS	MILTON RENTAL & SALES INC 1-675042	propane refill	27.00	0.00	27.00	5412	04/13/26
MYERS	MYERS CONTAINER SERVICE CORP 22569 032826	trash pickup	214.09	0.00	214.09	5413	04/13/26
OREILLY	O'REILLY AUTO PARTS 5680-491938	TPMS sensors	306.00	0.00	306.00	5414	04/13/26
PHILO	PHILO SECURITY SYSTEMS 79049	library security cameras approved by the SelectBoard 3/23/26. Using Admin Impact fees and also applying for a PACIF grant.	3613.20	0.00	3613.20	5415	04/13/26
PHILO	PHILO SECURITY SYSTEMS 79052	panic button testing	642.40	0.00	642.40	5415	04/13/26

					Check Total	4255.60	
VALLEE2	R L VALLEE INC 11465167	50.218 gal regular fuel	177.72	0.00	177.72	5416	04/13/26
R.R.CHARL	R R CHARLEBOIS INC IE83242	3 clevis, 1 tow strap	551.55	0.00	551.55	5417	04/13/26
REYNOL	REYNOLDS AND SON INC 3463164	MSAF repair	724.00	0.00	724.00	5418	04/13/26
R CAMERON	RODNEY CAMERON 29778	mount and balance 4 tire moving forward, there is a second set of tires with rims for this vehicle	80.00	0.00	80.00	5419	04/13/26
11239	ROWLEY 538966	361.8 gal #2 diesel	1790.91	0.00	1790.91	5420	04/13/26
27797	ROWLEY FUELS PROPANE, LLC 540128	450 gal propane end of the prebuy	497.29	0.00	497.29	5421	04/13/26
STITZEL	SP&F ATTORNEYS, P.C. 101405	Jan 2026 legal Public Records request	1448.40	0.00	1448.40	5422	04/13/26

04/10/26
11:08 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 2615 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 04/13/2026 To 04/13/2026

Section 5. Item #E. 3 Georgia Treasurer
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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date

		Town Meeting waning Bidwell property Appeal of Zoning Bylaws					
OMG	ST ALBANS MESSENGER	442152 DRB Notice	83.25	0.00	83.25	5423	04/13/26
ST A REC	ST ALBANS RECREATION DEPARTMEN	820 swim passes Public Swim: 24 @ \$8, 7 @ \$4, 1 @ \$12, 1 @ \$50 Fitness Classes: 1 @ \$70 Membership: 1 @ \$80 Lessons: 1 @ \$80 admin fee \$51.10	562.10	0.00	562.10	5424	04/13/26
ST A REC	ST ALBANS RECREATION DEPARTMEN	828 swim passes Public Swim: 5 @ \$4, 18 @ \$8 Membership: 1 @ \$30, 1 @ \$50 Admin Fee 23.40	257.40	0.00	257.40	5424	04/13/26

					Check Total	819.50	
TDI	TDI REPAIR FACILITY LLC	12059 2- 8.25x9 alcoa aluminum	819.98	0.00	819.98	5425	04/13/26
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	-2749 033026 supplies	832.96	0.00	832.96	5426	04/13/26
UNIFIR	UNIFIRST CORPORATION	1080328749 library floor mats	52.84	0.00	52.84	5427	04/13/26
UNIFIR	UNIFIRST CORPORATION	1080330431 uniforms 03.25.26	129.34	0.00	129.34	5427	04/13/26
UNIFIR	UNIFIRST CORPORATION	1080331679 uniforms 04.01.26	127.35	0.00	127.35	5427	04/13/26

					Check Total	309.53	
ANR	VERMONT AGENCY OF NATURAL RESO	03.24.26 permit 5472-9050.1 3-acre Hidden Woods and Forest Glen; town portion	305.60	0.00	305.60	5428	04/13/26
VTAWARDS	VERMONT AWARDS & ENGRAVING, IN	93412 GFD engraved award	86.50	0.00	86.50	5429	04/13/26
VBB	VERMONT BOND BANK	20260500070 bond interest bridge 28 - \$31,162.50 fire station - \$5,995.32 fire station sequestration - \$287.13	37444.95	0.00	37444.95	5430	04/13/26
VTDL&R	VERMONT DEPT OF LABOR & INDUST	03.20.26 Inspection # 1854087 VOSHA fines @ 50% abatement for Project WorkSAFE involvement, contacted 4/2/26	3547.00	0.00	3547.00	5431	04/13/26
VGS	VERMONT GAS SYSTEMS INC	-5441 032626 fire station	707.06	0.00	707.06	5432	04/13/26
VGS	VERMONT GAS SYSTEMS INC	-5994 032626 new garage	1075.57	0.00	1075.57	5432	04/13/26
VGS	VERMONT GAS SYSTEMS INC	-7845 032626 town offices	201.56	0.00	201.56	5432	04/13/26
VGS	VERMONT GAS SYSTEMS INC	-8090 032626 old garage	475.54	0.00	475.54	5432	04/13/26

					Check Total	2459.73	

04/10/26
11:08 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 2615 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 04/13/2026 To 04/13/2026

Section 5. Item #E. 4 Georgia Treasurer
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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
DEPTPUBS	VT DEPARTMENT OF PUBLIC SAFETY 04.08.26	construction permit	271.60	0.00	271.60	5433	04/13/26
		Red Rock Mechanical - \$14,890.00					
		Cadieux Carpentry - \$17,660.00					
		Cadieux Carpentry - \$1,400.00					
		@ .008					
WBMASON	W.B. MASON CO., INC. 260866685	security envelopes #10	19.22	0.00	19.22	5434	04/13/26
WORKSAFE	WORKSAFE 39688	roadsigns	208.98	0.00	208.98	5435	04/13/26
		12 - BUMP					
		12 - FROST HEAVE AHEAD					
COMCAST	COMCAST -2588 032826	modem 2	14.95	0.00	14.95 E	41301	04/13/26
COMCAST	COMCAST -3288 032426	town offices	220.25	0.00	220.25 E	41302	04/13/26
COMCAST	COMCAST -4377 032426	fire station	206.75	0.00	206.75 E	41303	04/13/26
COMCAST	COMCAST -7269 032426	new garage	212.80	0.00	212.80 E	41304	04/13/26
COMCASTB	COMCAST BUSINESS 02/27-03/26	GFD iPads	120.00	0.00	120.00 E	41305	04/13/26
GEO MARK	GEORGIA MARKET 04.01.26	highway lunch	74.85	0.00	74.85 E	41306	04/13/26
HOME	HOME DEPOT 03.27.26	rack & plywood (safety)	941.73	0.00	941.73 E	41307	04/13/26
PAYCHEX	PAYCHEX 15048334	3 kiosks	75.00	0.00	75.00 E	41308	04/13/26
PAYCHEX	PAYCHEX 2026033101	43 tranx	340.08	0.00	340.08 E	41309	04/13/26
PAYCHEX	PAYCHEX 2026040701	19 tranx	230.49	0.00	230.49 E	41310	04/13/26

04/10/2026

11:08 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2615 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 04/13/2026 To 04/13/2026

Section 5. Item #E. 5
GeorgiaTreasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			88,937.32	0.00	88,937.32		

To the Treasurer of Town of Georgia, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****88,937.32 Let this be your order for the payments of these amounts.

Kelly Bosenberg - Chair

Brian Dunsmore - Vice Chair

Carl Rosenquist

Judith Nasca

Tammy Hardy

04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
ABOVE PAR ABOVE PAR CLEANING LLC		5165-1792		03/31/26	04/30/26	01	monthly cleaning		
		1-7-05-28-45.60	Janitorial Supply/Svs.				1,040.00	0.00	0.00
ALLEGIANCE ALLEGIANCE TRUCKS		122045336:01		03/23/26	04/10/26	01	spring load cushion		
		1-7-10-30-62.60	2020 Tandem Repairs				1,016.06	0.00	0.00
		122045348:01		03/23/26	04/10/26	01	locknut, flange bolt		
		1-7-10-30-62.60	2020 Tandem Repairs				31.98	0.00	0.00
		122045427:01		03/26/26	03/26/26	01	return flange bolt		
		1-7-10-30-62.60	2020 Tandem Repairs				-21.34	0.00	0.00
		122045454:01		03/27/26	03/27/26	01	return locknut		
		1-7-10-30-62.60	2020 Tandem Repairs				-10.64	0.00	0.00
		122045564:01		04/02/26	04/02/26	01	return cushion		
		1-7-10-30-62.60	2020 Tandem Repairs				-1,115.64	0.00	0.00
Total For ALLEGIANCE TRUCKS							-99.58	0.00	0.00
AVENU AVENU INSIGHTS & ANALYT		INVB-069689		03/24/26	04/23/26	01	monthly useage		
		1-7-05-20-44.07	Computer Software & Licen				890.00	0.00	0.00
BOUCHOME BOUCHARD HOME & OFFICE		14946		03/30/26	04/19/26	01	emails, OneDrive		
		1-7-05-20-44.11	IT Labor Services				183.75	0.00	0.00
CANON CANON FINANCIAL SERVICE		42834072		03/12/26	05/01/26	01	annual svc agreement		
		1-7-05-20-22.10	Admin Copier Expense				357.30	0.00	0.00
CENTPETRO CENTRAL PETROLEUM COMPA		547559		03/03/26	04/30/26	01	lubricants		
		1-7-10-30-51.00	Fuels And Oils				655.30	0.00	0.00
CHARB PAR CHARLEBOIS TRUCK PARTS		IT98572		11/28/25	11/28/25	01	return 2" LED		
		1-7-10-30-62.00	Hwy Parts & Supplies				-68.00	0.00	0.00
		IT98957		12/09/25	12/09/25	01	return LED backup		
		1-7-10-30-62.00	Hwy Parts & Supplies				-153.12	0.00	0.00
Total For CHARLEBOIS TRUCK PARTS INC							-221.12	0.00	0.00
CHEVALIER CHEVALIER DRILLING CO.,		100790		04/02/26	04/12/26	01	quarterly testing		
		1-7-05-28-45.30	Library Building Maint.				280.00	0.00	0.00
CIVICPLUS CIVICPLUS LLC		260126		03/29/26	04/28/26	01	annual municode		
		1-7-05-20-44.08	Web Services				4,167.45	0.00	0.00
		360098		03/27/26	04/26/26	01	annual fee-website		
		1-7-05-20-44.08	Web Services				4,838.88	0.00	0.00

04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
Total For CIVICPLUS LLC							9,006.33	0.00	0.00
COMCAST	COMCAST	*-2588	032826	03/28/26	04/23/26	01 modem 2	14.95	0.00	0.00
		1-7-05-28-30.50	Town Hall Utilities						
		*-3288	032426	03/24/26	04/19/26	01 town offices	220.25	0.00	0.00
		1-7-05-28-30.50	Town Hall Utilities						
		*-4377	032426	03/24/26	04/19/26	01 fire station	206.75	0.00	0.00
		1-7-05-28-30.25	Fire & Rescue Utilities						
		*-7269	032426	03/24/26	04/19/26	01 new garage	212.80	0.00	0.00
		1-7-05-28-30.70	New Hwy Garage Utilities						
Total For COMCAST							654.75	0.00	0.00
COMCASTB	COMCAST BUSINESS	* 02/27-03/26		03/26/26	04/16/26	01 GFD iPads	120.00	0.00	0.00
		1-7-05-36-52.40	GFD Computer/Office Suppl						
		267939061		04/01/26	05/01/26	01 phone service	334.58	0.00	0.00
		1-7-05-28-30.50	Town Hall Utilities						
		1-7-05-28-30.25	Fire & Rescue Utilities				211.07	0.00	0.00
		1-7-05-28-30.30	Library Utilities				94.57	0.00	0.00
		1-7-05-28-30.70	New Hwy Garage Utilities				170.53	0.00	0.00
		1-7-05-28-30.50	Town Hall Utilities				12.18	0.00	0.00
Invoice 267939061 Total							822.93	0.00	0.00
Total For COMCAST BUSINESS							942.93	0.00	0.00
COSTCO	COSTCO WHOLESALE	03.26.26		03/26/26	03/26/26	01 supplies	38.99	0.00	0.00
		1-7-10-30-55.10	Hwy Office Supplies						
		1-7-05-28-45.60	Janitorial Supply/Svs.				239.66	0.00	0.00
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.				112.81	0.00	0.00
Invoice 03.26.26 Total							391.46	0.00	0.00
FCSD	FRANKLIN COUNTY SHERIFF	608 MARCH 26		03/17/26	04/16/26	01 80 hrs law enforcement	7,618.40	0.00	0.00
		1-7-05-30-45.05	Law Enforcement						
GEO MARK	GEORGIA MARKET	* 04.01.26		04/01/26	04/01/26	01 highway lunch	74.85	0.00	0.00
		1-7-10-05-45.05	Highway Training						
GOT THAT	GOT THAT RENTAL & SALES	151718		03/20/26	03/20/26	01 barrier webbing 300 ft	165.00	0.00	0.00
		1-7-10-30-62.00	Hwy Parts & Supplies						

04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
GRNMTNELE GREEN MOUNTAIN ELECTRIC	CR5299215			02/11/26	03/10/26	01			
	1-7-05-28-45.50		Town Hall Building Maint.				-28.13	0.00	0.00
	CR5531566			10/07/25	11/10/25	01			
	1-7-05-28-45.25		Fire & Rescue Bldg Maint.				-114.45	0.00	0.00
Total For GREEN MOUNTAIN ELECTRIC SUPPLY							-142.58	0.00	0.00
GMP GREEN MOUNTAIN POWER CO	-0000	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.35		Old Hwy Garage Utilities				104.99	0.00	0.00
	-0001	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.30		Library Utilities				29.49	0.00	0.00
	-0002	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.30		Library Utilities				567.44	0.00	0.00
	-0005	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.50		Town Hall Utilities				410.70	0.00	0.00
	-0006	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.25		Fire & Rescue Utilities				510.27	0.00	0.00
	-0009	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.75		Streetlight Electricity				255.05	0.00	0.00
	-2626	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.70		New Hwy Garage Utilities				462.02	0.00	0.00
	-4295	032626		03/26/26	04/22/26	01			
	1-7-05-28-30.35		Old Hwy Garage Utilities				28.28	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION							2,368.24	0.00	0.00
HANDY HANDY BUICK GMC CADILLA	72763			03/23/26	03/23/26	01			
	1-7-10-30-62.90		2022 GMC Sierra Repairs				72.66	0.00	0.00
HARRISON HARRISON QUARRY LLC	11423			03/16/26	04/15/26	01			
	1-7-10-05-55.20		Processed Aggregate				1,257.60	0.00	0.00
	11459			03/30/26	04/29/26	01			
	1-7-10-05-55.20		Processed Aggregate				3,354.87	0.00	0.00
Total For HARRISON QUARRY LLC							4,612.47	0.00	0.00
HOME HOME DEPOT	*03.27.26			03/28/26	03/28/26	01			
	1-7-05-28-45.70		New Hwy Bldg. Maint.				941.73	0.00	0.00

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04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Description	Invoice Amount	Discenc. Amount	Discount Amount
J&L	J & L HARDWARE, INC.	552862		03/20/26	03/31/26	01	hooks, hangers, nuts			
		1-7-10-30-62.00	Hwy Parts & Supplies					368.25	0.00	0.00
		553547		04/03/26	04/30/26	01	slip hook, concrete mix			
		1-7-10-30-62.00	Hwy Parts & Supplies					12.99	0.00	0.00
		1-7-10-05-55.05	Erosion Control					223.48	0.00	0.00
		Invoice 553547 Total						236.47	0.00	0.00
		Total For J & L HARDWARE, INC.						604.72	0.00	0.00
UNION DUE LABORERS' INTERNATIONAL	MARCH 2026			03/31/26	03/31/26	01	monthly dues			
		1-2-00-05-10.41	Union Dues					150.50	0.00	0.00
MRS	MILTON RENTAL & SALES I	1-675042		03/25/26	04/24/26	01	propane refill			
		1-7-10-30-51.00	Fuels And Oils					27.00	0.00	0.00
MYERS	MYERS CONTAINER SERVICE	22569 032826		03/28/26	04/10/26	01	trash pickup			
		1-7-05-28-51.00	Municipal Trash					214.09	0.00	0.00
OREILLY	O'REILLY AUTO PARTS	5680-491938		03/25/26	04/25/26	01	TPMS sensors			
		1-7-10-30-62.85	2020 GMC Sierra Repairs					122.40	0.00	0.00
		1-7-10-30-62.90	2022 GMC Sierra Repairs					183.60	0.00	0.00
		Invoice 5680-491938 Total						306.00	0.00	0.00
PAYCHEX	PAYCHEX	* 15048334		04/05/26	04/20/26	01	3 kiosks			
		1-7-05-05-45.00	Admin Contracted Services					75.00	0.00	0.00
		* 2026033101		03/31/26	04/02/26	01	43 tranx			
		1-7-05-05-45.00	Admin Contracted Services					340.08	0.00	0.00
		* 2026040701		04/05/26	04/20/26	01	19 tranx			
		1-7-05-05-45.00	Admin Contracted Services					230.49	0.00	0.00
		Total For PAYCHEX						645.57	0.00	0.00
PHILO	PHILO SECURITY SYSTEMS	79049		04/08/26	04/22/26	01	library security cameras			
		1-7-02-20-52.10	Admin Prchse-Impact Fees					3,613.20	0.00	0.00
		79052		04/08/26	04/22/26	01	panic button testing			
		1-7-05-20-44.09	Security Monitoring					642.40	0.00	0.00
		Total For PHILO SECURITY SYSTEMS						4,255.60	0.00	0.00
VALLEE2	R L VALLEE INC	11465167		03/31/26	04/30/26	01	50.218 gal regular fuel			
		1-7-10-30-51.00	Fuels And Oils					177.72	0.00	0.00

04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/ Invoice DirPay Number	Purchase Invoice Order Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
R.R.CHARL R R CHARLEBOIS INC	IE83242	03/25/26	04/25/26	01 3	3 clevis, 1 tow strap		
	1-7-10-30-62.00	Hwy Parts & Supplies			551.55	0.00	0.00
REYNOL REYNOLDS AND SON INC	3463164	02/18/26	03/20/26	01	MSAF repair		
	1-7-05-36-63.00	GFD Equiq Prshe/Repair			724.00	0.00	0.00
R CAMERON RODNEY CAMERON	29778	04/08/26	04/08/26	01	mount and balance 4 tires		
	1-7-10-30-62.90	2022 GMC Sierra Repairs			80.00	0.00	0.00
11239 ROWLEY	538966	03/24/26	03/29/26	01	361.8 gal #2 diesel		
	1-7-10-30-51.00	Fuels And Oils			1,790.91	0.00	0.00
27797 ROWLEY FUELS PROPANE, L	540128	03/28/26	04/02/26	01	450 gal propane		
	1-7-05-28-30.30	Library Utilities			497.29	0.00	0.00
STITZEL SP&F ATTORNEYS, P.C.	101405	03/24/26	04/24/26	01	Jan 2026 legal		
	1-7-05-05-43.00	Legal Expenses			1,448.40	0.00	0.00
OMG ST ALBANS MESSENGER	442152	03/31/26	04/20/26	01	DRB Notice		
	1-7-05-20-25.00	Printing/Publishing			83.25	0.00	0.00
ST A REC ST ALBANS RECREATION DE	820	03/27/26	03/27/26	01	swim passes		
	1-7-05-65-22.05	Recreation Pool Exp.			562.10	0.00	0.00
	828	04/02/26	04/02/26	01	swim passes		
	1-7-05-65-22.05	Recreation Pool Exp.			257.40	0.00	0.00
Total For ST ALBANS RECREATION DEPARTMENT					819.50	0.00	0.00
TDI TDI REPAIR FACILITY LLC	12059	03/19/26	04/18/26	01	2- 8.25x9 alcoa aluminum		
	1-7-10-30-62.80	2014 International Repair			819.98	0.00	0.00
TRACTOR TRACTOR SUPPLY CREDIT P	-2749 033026	03/30/26	04/20/26	01	supplies		
	1-7-10-30-62.00	Hwy Parts & Supplies			832.96	0.00	0.00
UNIFIR UNIFIRST CORPORATION	1080328749	03/17/26	04/16/26	01	library floor mats		
	1-7-05-28-45.30	Library Building Maint.			52.84	0.00	0.00
	1080330431	03/25/26	04/24/26	01	uniforms 03.25.26		
	1-7-10-40-18.00	Highway Uniforms/Boots			129.34	0.00	0.00
	1080331679	04/01/26	05/01/26	01	uniforms 04.01.26		
	1-7-10-40-18.00	Highway Uniforms/Boots			127.35	0.00	0.00
Total For UNIFIRST CORPORATION					309.53	0.00	0.00
ANR VERMONT AGENCY OF NATUR	03.24.26	03/24/26	03/24/26	01	permit 5472-9050.1		
	1-7-05-05-90.00	General Contingency			305.60	0.00	0.00

04/10/26
10:50 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 05/01/26

Vendor	Man/DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Description	Invoice Amount	Discenc. Amount	Discount Amount
VTAWARDS		VERMONT AWARDS & ENGRAV	93412		03/25/26	04/25/26	01 GFD engraved award			
			1-7-05-36-90.00	Fire Dept Awards				86.50	0.00	0.00
VBB		VERMONT BOND BANK	20260500070		03/10/26	05/01/26	01 bond interest			
			1-7-05-07-47.00	Loan Interest				31,162.50	0.00	0.00
			1-7-05-07-47.00	Loan Interest				5,995.32	0.00	0.00
			1-7-05-07-47.00	Loan Interest				287.13	0.00	0.00
Invoice 20260500070 Total								37,444.95	0.00	0.00
VTDL&R		VERMONT DEPT OF LABOR &	03.20.26		03/20/26	04/14/26	01 Inspection # 1854087			
			1-7-05-05-90.00	General Contingency				3,547.00	0.00	0.00
VGS		VERMONT GAS SYSTEMS INC	-5441	032626	03/26/26	04/20/26	01 fire station			
			1-7-05-28-45.50	Town Hall Building Maint.				707.06	0.00	0.00
			-5994	032626	03/26/26	04/20/26	01 new garage			
			1-7-05-28-45.70	New Hwy Bldg. Maint.				1,075.57	0.00	0.00
			-7845	032626	03/26/26	04/20/26	01 town offices			
			1-7-05-28-30.50	Town Hall Utilities				201.56	0.00	0.00
			-8090	032626	03/26/26	04/20/26	01 old garage			
			1-7-05-28-30.35	Old Hwy Garage Utilities				475.54	0.00	0.00
Total For VERMONT GAS SYSTEMS INC								2,459.73	0.00	0.00
DEPTPUBS		VT DEPARTMENT OF PUBLIC	04.08.26		04/08/26	04/08/26	01 construction permit			
			1-7-05-28-45.20	Town Beach Bldg. Maint				271.60	0.00	0.00
WEMASON		W.B. MASON CO., INC.	260866685		03/24/26	04/23/26	01 security envelopes #10			
			1-7-05-20-22.00	Admin Office Supplies				19.22	0.00	0.00
WORKSAFE		WORKSAFE	39688		03/27/26	04/27/26	01 roadsigns			
			1-7-10-15-55.00	Roadsigns				208.98	0.00	0.00
Report Grand Total								88,474.04	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	88,474.04	0.00
	88,474.04	0.00

+99.58
+142.58
+221.12
88,937.32

Debra L. Bouffard
dbouffard@sheeheyvt.com

VIA ePUC
March 23, 2026

Ms. Holly Anderson, Clerk
VERMONT PUBLIC UTILITY COMMISSION
112 State Street, 4th Floor
Montpelier, VT 05620-2701

Re: Case No. 23-3734-PET - Petition of Vermont Electric Power Company, Inc. and Vermont Transco LLC for a Certificate of Public Good, pursuant to 30 V.S.A. § 248, authorizing upgrades to the K42 transmission line in Georgia, St. Albans, Swanton, and Highgate, Vermont (the “Project”)

Dear Holly:

Pursuant to Condition 6 of the Certificate of Public Good (“CPG”) issued in the above-referenced case on August 19, 2024, I write to inform the Vermont Public Utility Commission, the parties, and the towns of Georgia, St. Albans, Swanton, and Highgate, Vermont, that Vermont Electric Power Company, Inc. and Vermont Transco LLC (“VELCO”) have fulfilled all pre-operation CPG conditions to begin operation of the northern section (St. Albans tap to Highgate substation) of this Project, and VELCO intends to begin operation of this phase of the Project during the month of April 2026. More specifically, during the week of April 6, 2026, VELCO will begin operation of the first part of this northern section from the St. Albans Tap to VELCO structure 416, which is just north of the Missisquoi River crossing in Highgate. During the week of April 20, 2026, VELCO will begin operation of the second part of this northern section from VELCO structure 416 to the Highgate substation.

Please contact me with any questions.

Very truly yours,

SHEEHEY FURLONG & BEHM P.C.

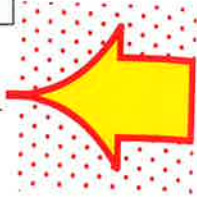
/s/ Debra L. Bouffard

Debra L. Bouffard

DLB/

cc: Service List (via ePUC for parties, and email and US Mail for town officials)

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: 4/2/2024
- 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**.

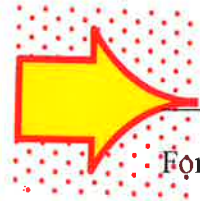
PAYMENT: Please make all checks/money orders payable to "VOSHA." Payment must be received within 20 calendar days. The inspection number must be referenced on the check or risk untimely processing.

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.



LETTER OF INTENT TO PARTICIPATE IN THE SFY27 MUNICIPAL ROADS GRANTS-IN-AID PROGRAM

We, the Legislative Body of the Municipality of _____ certify that the municipality will:

- Construct one or more road best management practices (BMPs) to bring connected road segments into full compliance with Municipal Roads General Permit (MRGP) standards, to be completed by September 30, 2027.
- Construct the road BMPs on hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands). Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <http://anr.vermont.gov/maps/nr-atlas>.
- Prior to construction of the BMPs, **receive Construction Authorization from VTrans** to verify the appropriate location of the connected road segment and BMP(s) to meet MRGP standards.
- Post a Clean Water Project sign during construction (select projects only).
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as transportation, municipally owned road equipment, crew labor, municipal staff time and other costs directly related to the BMP construction project as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Submit all Performance Reports and Request reimbursement no later than 12/30/2027 (90 days from end of grant period).
- Complete a post construction assessment of each road segment repaired and provide the post construction assessment to DEC using the MRGP portal/app and certify during the request for reimbursement, that the repaired road segments are “fully compliant” with MRGP.

(Duly Authorized Representatives) Date: _____

Municipality: _____

Primary Contact Name: _____

Address: _____
Street Address Town Zip

Email: _____ Phone: _____

Town Clerk (2nd contact): _____ Email: _____

Unique Entity Identifier (SAM #): _____ Fiscal Year End Month (MM): _____

Note: Primary Contact is responsible for grant execution on Town’s behalf, Secondary Contact must be Town Clerk.

This form must be submitted via email by May 1st, 2026, to indicate participation.

Return signed Letter of Intent to: VTrans Municipal Roads Grants-in-Aid Program, c/o VTrans Municipal Assistance Program, via email: Grantsinaid@vermont.gov

This is a letter of intention to participate only. THIS IS NOT A GRANT, CONTRACT or AGREEMENT.



Georgia Beach rental

From Tina Cross <tcross@ncssinc.org>
Date Thu 3/26/2026 10:16 AM
To Georgia Town Administrator <administrator@townofgeorgia.com>

You don't often get email from tcross@ncssinc.org. [Learn why this is important](#)

Dear Members of the Selectboard,

I hope this message finds you well. I am writing to respectfully request a waiver of the facility use fee for the beach and pavilion for our upcoming Adult Camp Rainbow being held July 7-11th.

Adult Camp Rainbow is a nonprofit day camp that has proudly been held at these grounds for over 12 years. Our mission is to provide adults with disabilities the opportunity to experience a traditional camp environment—one filled with social connection, recreation, and joy. Throughout the years, this location has offered a welcoming and accessible space where participants can relax, build friendships, and simply enjoy being part of a community.

For many of our attendees, this camp is a highlight of their year. It provides a rare opportunity to engage in activities that promote independence, confidence, and inclusion. The smiles, laughter, and meaningful connections formed during camp are truly invaluable. Typically, attendance is around 30-40 people a day.

As a nonprofit organization, we strive to keep the program affordable and accessible to all participants. Waiving the fee for use of the beach and pavilion would significantly help us continue offering this enriching experience without increasing costs for the individuals and families we serve.

We are deeply grateful for the town's ongoing support over the years and for allowing us to utilize such a beautiful space. We would be honored to continue this tradition and appreciate your consideration of our request.

Please feel free to contact me if you need any additional information.

Thank you for your time and support.

Sincerely,
Tina Cross
Adult Camp Rainbow coordinator
tcross@ncssinc.org 802-528-9120



GEORGIA

VERMON

April 8, 2026

New B&W copier pricing:

All units have 4 trays, fax, scan – pricing includes everything but paper

Canon:

IRA DX 4925i = \$97.00 per month 63-month FMV lease + Service .006 per print

(this is the same unit that was quoted at \$106)

At 5,000 prints per month - \$127

Symquest:

Konica Minolta Bizhub 301i=\$56.08 per month 60-month + .0117

Includes a free KON-40-201i Printer B&W laser printer

One time document fee \$125

At 5,000 prints per month - \$114.58

Usherwood:

IRA DX 4925i = \$96.95 per month 63-month FMV lease + service .0102 per print

At 5,000 prints per month - \$147.95

DX-4725i = \$64.22 per month 60-month FMV lease + service .0109 per print

Preowned unit from a recent college closure with 2.5 months of volume and includes a finisher

At 5,000 prints per month - \$118.72

HP

Add HP Laser Jet M610dn B&W printer \$1,099

Recommend the HP options, leaving Canon in the conference room for public use. Each office would have a printer for secure printing. Year 1 cost would be less expensive than any of the copier quotes and no monthly service or cost except toner after year 1.

Douglas Bergstrom
Zoning Administrator



GEORGIA

VERMON

March 26, 2026

Project Description: Geographic Information System (GIS) Mapping Solution

Selectboard,

The town is currently using NEMRC to create the Georgia Parcel Map. The parcel map displays all parcels in the town, landowner information, parcel information, links to any recorded surveys, and a link to the property cards.

This parcel map is used by the assessor and the clerk's office and is an integral part of the Planning and Zoning department. The issue we have in Planning & Zoning is that the map is updated only once per year, contains errors, and does not integrate with any of the software we use for permitting and land use.

The proposal presented during budgeting aimed to tie everything into a single mapping system and create a more useful map that met the needs of all departments. That could still be accomplished, but after continued conversations with the company, they changed the pricing to a level well above the approved budget, due to additional issues with the current map. Based on an investigation of the town's needs and updated maps, I am recommending changing course from the initial proposal used for budgeting.

The current map we use with NEMRC is a tax parcel map. This map is tied directly to the Grand List and is typically updated once per year, once the Grand List is finalized. This links the data and the map, and it is not recommended to change it often.

Planning & Zoning currently uses this map when dealing with applicants to verify ownership, parcel data, abutters, and zoning districts. With development, there is constant change in parcel layouts, ownership, and the addition of roads. The need for Planning & Zoning to have maps updated more than once per year is critical.

This difference in what the town needs for mapping between zoning and taxes is the issue. I was trying to combine the two needs into one system, and it has become evident from my discussion with vendors that this is not going to work, or at least work well.

Moving forward, I recommend continuing with NEMRC for our tax mapping. We will continue to work with them to fix errors and maintain the once-per-year updates. The NEMRC Parcel Map, even though not as robust as the proposed map, will work for what is required in the assessor and clerk's office.

For Planning & Zoning needs, I would recommend adding the Property Database Management system from CloudPermit. Their module will allow the zoning department to have an interactive parcel map that works with online permitting, enabling us to update parcel map data as new projects occur quickly and ensure we are working with accurate data.

I have included the proposal from CloudPermit, which will cost much less than our 2026 budget of \$7,000. Going forward, the cost will align with the budget discussion, with a total of around \$3,500 per year for both NEMRC and CloudPermit.

Sincerely,

Douglas Bergstrom
Zoning Administrator
DRB, Planning and E911 Coordinator
zoning@townofgeorgia.com



Pricing Proposal



Cloudpermit

11911 Freedom Drive, Ste. 720
Reston, Virginia 20190
United States

Proposal #: Q-05935-1
Customer #: CUST-0030588
Date: 3/20/2026
Expires On: 4/20/2026
Sales Person: Domantas Backus
Sales Person Email: domantas.backus@cloudpermit.com
Delivery Method: E-Mail

Ship To

Doug Bergstrom
Georgia
47 Town Common Road North
St. Albans, Vermont 05478
United States
(802) 524-3524
zoning@townofgeorgia.com

Bill To

Georgia
47 Town Common Road North
St. Albans, Vermont 05478
United States

Product Name		Year 1	Year 2	Year 3	Year 4	Year 5
Property Database Management	Total	USD 1,500	USD 1,560	USD 1,622	USD 1,687	USD 1,755
Total:		USD 1,500	USD 1,560	USD 1,622	USD 1,687	USD 1,755

Professional Services

Description	Total
Implementation Total	USD 1,000
Professional Services Total - Year One Cost:	USD 1,000

Customer Total First Year: **USD 2,500**

Terms & Conditions

Validity of this quote: 30 days from date of creation

Term: 5 Years, billable annually

Payment Term: Net 30 days from Invoice Date

Invoicing: Subscription invoice to be sent after contract is signed and then annually. Implementation invoice to be sent after contract is signed.

All stated prices are exclusive of any taxes.

Annual Subscription Fee

Cloudpermit's software licensing model is different from most vendors because it is designed to reflect the needs, convenience, and business realities of small and mid-sized local governments.

The annual fee includes everything the client needs to operate and maintain the software on an ongoing basis. There are no hidden fees and no cost for newly developed features in each module.

Included in the Annual Subscription Fee:

- ✔ Unlimited user licenses for municipal staff
- ✔ Access to all software features (including mobile features)
- ✔ Unlimited data storage
- ✔ Online portal for public users to submit online
- ✔ Core integrations (GIS, Online Payments)
- ✔ Support and maintenance (described below)

Implementation and Training

Implementation

Cloudpermit is an out-of-the-box SaaS solution purpose-built for local government building departments. The implementation process is standardized, while considering the specific and unique needs of each client. Implementation typically takes between 4-8 weeks. Little to no IT support is required from the client.

Training

Cloudpermit provides training for end-users and administrative users throughout the implementation of the software. Training takes between 4-6 hours and is done in the client's uniquely configured environment.

Maintenance and Support

Maintenance

Maintenance is included with the annual subscription fee. Cloudpermit updates the software every 3-4 weeks, for a minimum of 12 updates per year. Updates are managed by Cloudpermit's development team, requiring no effort from the client's end-users or IT staff. Updates are hot-patched, meaning there is no system downtime for end-users. Cloudpermit's release notes are public and available at the following link:

<https://support.cloudpermit.com/support/solutions/67000379501>

Support

Support is included with the annual subscription fee for each solution.

Cloudpermit provides the following support resources:

- ✔ Industry standard support ticketing portal for clients
- ✔ Self-help portal for municipal end-users, as well as public applicants (builders/developers)

Cloudpermit's support portal is updated in line with monthly releases, and is available to the public at the following link:

<https://support.cloudpermit.com/support/home>

One Place for All Your Information

Import property details from multiple sources into one platform to enable staff and departments to seamlessly manage and access data.

WITH CLOUDPERMIT, YOUR DEPARTMENT CAN:

Simplify Community Development

Streamline government services and decisions with all the information you need for permitting, inspections, code enforcement, licensing, planning, and public works.

Access Essential Property Details

Get up-to-date information in the field or office to ensure accuracy and consistency of decisions.

Verify Permissions and Compliance

Quickly reference current property constraints and permissions during the application process and verify zoning and usage compliance instantly.

Centralize Data from Other Sources

Bring existing property information into one database to eliminate multiple searches and save staff time.

Maintain a Detailed Property History

Update property details as things change over time and improve access to information for employees and citizens.

Respond to Changing Needs

Enable more comprehensive reporting, data analysis, and trend identification by accessing real-time property information in your community.

Improve Department Collaboration

Help employees work together across departments and make informed decisions by relying on the latest data.



Cloudpermit's community development software simplifies processes and speeds up permitting, licensing, planning, inspections, code enforcement, and public works.



Aim your phone camera here and tap the link that appears!



Town of Georgia Animal Control Ordinance

Approved 24 February 2025

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1 Preamble

- 1.1.1 The Selectboard of the Town of Georgia, being mindful of the fact that there are numerous dogs and domestic pets and livestock running at large in the Town and that these animals represent not only a danger to young children and all Georgia residents, but may be a source of annoyance and concern to many citizens, hereby declare that it is in the best interest of the health and safety of all citizens that the keeping of the animals within the Town limits be controlled as hereinafter set forth.
- 1.1.2 The Town of Georgia pursuant to Titles 24 Section 1971 and 20 Section 3549 Vermont Statutes Annotated and any other such provisions as may be material hereto, the Selectboard hereby orders that the following Ordinance be adopted:

2 Definitions

- 2.1.1 **“Animal Control Officer”** (ACO) shall mean any police officer of the Town of Georgia, State Police officer, Deputy Sheriff or any other person appointed **“Animal Control Officer”** by the Selectboard and authorized to enforce this Ordinance.
- 2.1.2 An **“Appropriate Complaint”** shall be deemed to have been made under this Ordinance when a person gives the Selectboard or the ACO a full description of the domestic pet, livestock, including breed, size, color and other distinguishing features, which description must be sufficient for a proper identification. The person who makes such a complaint shall do so in writing and include his or her name, address, phone number, the names and addresses of all witnesses to the violation, and the circumstances under which the domestic pet/livestock was believed to be in violation of this Ordinance.
- 2.1.3 **“At large”** shall mean a domestic pet/livestock that is off the premises of the owner or keeper, and not under the control of the owner or keeper, a member of his or her immediate family, or an agent of the owner, either by leash, cord, chain, fence or other reasonable means of restraint, and not lawfully engaged in hunting with the owner or keeper, so that at all times the domestic pet/livestock may be prevented from causing damage, disturbance or annoyance.
- 2.1.4 **“Basic Care”** shall mean adequate food, water, shelter, rest, sanitation, and medical care.
- 2.1.5 **“Domestic Pet”** For the purposes of this Ordinance, domestic pets shall include domestic dogs and **“wolf hybrids”** or similar animal of both sexes.
- 2.1.6 **“Excessive Noise”** shall mean any noise that is created by a domestic pet, audible to an individual in a location where he or she is lawfully permitted to be, that is of such volume, duration, or frequency that a reasonable person would find it disturbing or irritating.
- 2.1.6.1 **“Livestock”** shall mean cattle, horses, sheep, goats, swine, Cervidae(deer), ratites (large birds) and camelids (llama, alpaca) and American bison.
- 2.1.7 **“Nuisance Animal”** shall mean any domestic pet/livestock that:
 - 2.1.7.1 Makes excessive noise,
 - 2.1.7.2 Causes damage to public or private property,
 - 2.1.7.3 Scatters trash,
 - 2.1.7.4 Molests or threatens passers-by or passing vehicles on public roads or property,
 - 2.1.7.5 Attacks other animals,

- 2.1.7.6 Obstructs traffic, and/or Otherwise acts to create a nuisance or disturbance.
- 2.1.8 **“Town Pound”** shall mean a pound or facility designated by the Selectboard for the confinement and disposition of domestic pets/livestock in violation of any provision of this Ordinance whereby the ACO is authorized to impound such animal, whether operated by the Town and whether within the Town limits.
- 2.1.9 **“Owner”** shall mean any person owning, keeping, or harboring a domestic pet/livestock or who has actual or constructive possession of the pet/livestock or wolf hybrid. The term includes those who provide feed and shelter to a domestic pet/livestock or wolf hybrid but does not apply to feral animals that take up residence in buildings other than the person’s home.
- 2.1.10 **“Vicious Animal”** shall mean any domestic pet/livestock that causes any person to suffer or reasonably fear bodily injury by attack or threat of attack, except that a domestic pet/livestock shall not be deemed “vicious” as the result of an attack or threat upon a person in the act of trespassing upon the private property of the owner or keeper of the domestic pet/livestock.
- 2.1.11 **“Wolf Hybrid”** shall mean an animal which is the progeny of descendent of a wolf and a domestic dog or which is advertised, licensed, described, or represented as a wolf hybrid by its owner, or which exhibits primary physical and behavioral wolf characteristics. Any provision of this Ordinance applying to domestic pets shall also apply to wolf hybrids.

3 License Required

- 3.1.1 The Owner of any domestic pet which is kept within the Town and is more than six months old shall annually cause it to be registered, described, numbered and licensed with the Clerk of the municipality on or before April 1st of each year in accordance with the provisions of Title 20, Chapter 193 of the Vermont Statutes Annotated, as the same are now in effect of may be amended from time to time. No person shall refuse to exhibit the license of their domestic pet or a receipt therefore to any ACO when requested to do so.
- 3.1.2 The Selectboard of the Town shall adopt a schedule of fees, in accordance with statutory requirements, for the licensing of domestic pets. Such fee schedule may include license surcharges to help offset the cost of administering this Ordinance.
- 3.1.3 Prior to being entitled to obtain a license as a neutered/spayed domestic pet or wolf hybrid, the owner shall provide to the Clerk a copy of a certificate from a licensed veterinarian stating that the domestic pet has been sterilized.
- 3.1.4 All domestic pet owners shall submit a certificate or certified copy of a certificate signed by a licensed veterinarian stating that the pet has received a current pre-exposure rabies vaccination with a vaccine approved by the Commissioner and the person shall certify that the animal described in the certificate is the animal to be licensed. The certificate shall be kept by the owner and displayed to a proper municipal or state official upon request.

4 Collar Required

- 4.1.1 An owner or person otherwise in control of a domestic pet within the Town limits shall cause such domestic pet to wear a collar or harness, fastened securely, and to have attached to same the license tag issued by the Town. It shall be unlawful for any person other than the owner or his agent or any ACO to remove a license tag from a domestic pet.

5 Failure to License

- 5.1.1 All domestic pets must be licensed and display license tags in accordance with the provisions of Section 2 and 3 of this ordinance. All unlicensed domestic pets found within the limits of the Town shall be impounded.
- 5.1.2 At the discretion of the Selectboard and or ACO, any unlicensed dogs may be humanely destroyed after issuance of a warrant to destroy by the Selectboard in accordance with the provisions of 20 VSA Ch. 193 subchapter 2.

6 Basic Care

- 6.1.1 A person who owns, possesses, or acts as an agent for a domestic pet shall provide basic care to the domestic pet.
- 6.1.2 Livestock provided basic care

7 Disturbances and Nuisances

- 7.1.1 Any owner or owner’s agent shall not allow a domestic pet/livestock to run or be at large within the Town. “Livestock running at large” means any livestock found or being on any public land or public way, or land belonging to a person other than the owner of the livestock, without the landowner’s permission.”
- 7.1.2 The owner of a domestic pet(s) shall not allow the domestic pet to be a vicious animal. The owners of a domestic pet(s) shall not allow the domestic pet/livestock to be a nuisance animal.
- 7.1.3 The owner of a domestic pet shall not allow waste from any domestic pets to accumulate so that either a health or an odor problem result.
- 7.1.4 The owner of a domestic pet shall remove immediately and properly dispose of any waste created by the domestic pet when the domestic pet is not on the private property of the owner.

8 Impounding of Domestic Pets

- 8.1.1 It shall be the duty of any ACO to apprehend any domestic pet running at large and to confine such domestic pet in the Town Pound. At the discretion of the Selectboard and or ACO, domestic pets may be impounded for any violation of this Ordinance.
- 8.1.2 Upon impounding of any domestic pet, the ACO shall make and keep a record of the breed, color, and sex of such domestic pet, where the domestic pet was caught and whether it was licensed. The record of the impounding officer shall be filed with the Selectboard at regular intervals.
- 8.1.3 The impounding ACO shall, within twenty-four (24) hours, if possible, give notice to the owner of person having care of such domestic pet (if known), either in person, by telephone, by written notice left at his dwelling-house, or by written notice mailed to the last known address of the owner, of the impoundment of such domestic pet. If the owner or address is not known, the ACO may, but shall be obligated to, post a notice at the Town Clerk’s Office for one week (7 days).
- 8.1.4 Any person finding a domestic pet upon their property to their injury or annoyance may hold the same in his possession, giving immediate notice to the ACO or Town Clerk that he/she is holding such domestic pet, and giving description of the domestic pet as well as the name of the owner, if known. The ACO shall impound such a domestic pet as soon as possible.

9 Redemption of Impounded Domestic Pets

- 9.1.1 The owner of an impounded domestic pet, or his agent carrying written authorization, may reclaim such domestic pet upon payment of the penalties and charges set forth below. It shall be the duty of the ACO to ensure that all penalties and charges have been paid to the Clerk of the Municipality before authorizing the release of an impounded domestic pet.
- 9.1.2 If not claimed after one week (7 days), the ACO shall be authorized to sell, give away, or dispose of it in a humane manner. The owner of any domestic pet which has been impounded shall pay the daily boarding fees, as established by the Selectboard, prior to having a domestic pet released into their custody.
- 9.1.3 If any impounded domestic pet is unlicensed the ACO may, at his/her discretion, release the impounded domestic pet into the custody of the owner or agent, after payment of \$50.00 deposit, solely for the purpose of obtaining required immunizations and to license such pet as required by paragraph two of this ordinance.
- 9.1.4 If the ACO has reasonable cause to believe that the owner or agent will fail to immunize and license said pet, he/she may refuse to release said pet into the custody of the owner agent and may dispose of the pet in accordance with the provisions of this ordinance for unlicensed pets.
- 9.1.5 If the owner or agent, who has been granted custody as above, fails to license the pet within 5 business days of release into their custody, the deposit shall be forfeited and the ACO shall assess additional fines as herein allowed and re-impound and humanely destroy the subject pet.

10 Rabies Control

- 10.1.1 Any owner of a domestic pet which has contracted rabies, or which has been exposed to rabies or which is suspected of having rabies or which has bitten any person, shall, upon demand of any law enforcement office, the health officer, Selectboard, or the ACO, surrender such domestic pet to be held for observation and treatment, the total cost of which shall be the responsibility of the owner.
- 10.1.2 If, in the opinion of the above town officials, the domestic pet can be responsibly confined and observed at the owner's home and in the owner's care, the town officials may authorize such confinement as an alternative to impoundment.
- 10.1.3 All domestic pets suspected of being exposed to rabies shall be managed in accordance with the provisions as set forth in Title 20 Ch. 193, subchapter 5 and such rules and protocols as may be established by the Department of Agriculture and the Department of Health. Said rules and protocols shall supersede any provisions of this Ordinance if they are more restrictive than the provisions of this Ordinance.
- 10.1.4 It shall be the duty of every owner of a domestic pet which has been attacked or bitten by another domestic pet or animal showing the symptoms of rabies to notify a law enforcement officer, health officer, Selectboard, or ACO immediately that such person has a domestic pet or other animal in his possession.

- 10.1.5 Whenever a domestic pet is impounded after having bitten a person, the domestic pet shall be held and observed for a sufficient length of time to meet the requirements of Section 9 (A) above (not less than ten days). If the health officer or ACO determines at any time that the domestic pet is rabid, or a licensed veterinarian determines that there is a reasonable likelihood that the pet is rabid, the domestic pet shall be destroyed in accordance with the rabies control protocol. The owner shall be held liable for all disposal, pick-up, and confinement charges as approved by the Selectboard.
- 10.1.6 It shall be unlawful for the owner when notified that his domestic pet has bitten any person, to sell or give away such domestic pet, or permit it to be taken beyond the limits of the Town except under the care of a licensed veterinarian without the prior permission of the health officer or ACO.

11 Appropriate Complaints

- 11.1.1 It shall be the duty of the ACO to investigate appropriate complaints filed by residents for alleged violations of this Ordinance. If the ACO finds there has been a violation involving failure to license, a vicious or nuisance animal, or a second violation for running at large, he/she shall take all measures necessary to cure and abate the violation in accordance with this Ordinance.
- 11.1.2 For all other violations the ACO may exercise reasonable discretion in issuing tickets and orders to prevent future violations from occurring for all domestic pets and livestock.

12 Investigation of Vicious Domestic Pets/Livestock

- 12.1.1 When a domestic pet has bitten a person, while off the premises of the owner or keeper of the domestic pet, and that person required medical attention because of the attack, such person may file a written complaint with the Selectboard. The written complaint must contain the time, date, place and circumstances of the attack, the name and address of the victim or victims, the name and address of the domestic pet's owner (if known), names of witnesses (if any) and any other information that would aid the investigation of the complaint.
- 12.1.2 The Selectboard and or ACO shall investigate a written complaint within 7 days of receipt and the Selectboard shall hold a hearing on the matter. If the owner can be ascertained with due diligence, the Selectboard shall provide the owner with written notice of the time, date, and place of hearing and the facts of the complaint.
- 12.1.3 If, after hearing on the case, the Selectboard concludes that the attack was unprovoked, then they shall make an order for the protection of persons as the facts and circumstances of the case may require, including, without limitations that the domestic pet is disposed of in a humane way, muzzled, chained, or confined. This order shall be sent by certified mail, return receipt requested. A person who fails to comply with the order may be fined in accordance with the provisions of this Ordinance.
- 12.1.4 It shall be unlawful for the owner or person having custody of any domestic pet after receipt of notice by the ACO that the domestic pet has bitten any person to sell or give away such domestic pet or permit it to be taken beyond the limits of the Town without having first obtained permission of the Selectboard.

13 Prohibition of Domestic Pets in Town Cemeteries and Recreation Area

- 13.1.1 No owner or person in control of any domestic pet shall allow the same to enter any cemetery located within the town, whether such domestic pet may be on a leash or under other restraint or control.
- 13.1.2 No owner or person in control of any domestic pet shall allow the same to enter the Georgia Municipal Recreation Area located on the Georgia Shore Road within the Town, whether or not such domestic pet may be on a leash or under other restraint or control.
- 13.1.3 Exceptions to this restriction are:
 - 13.1.3.1 If the animal is maintained in control on a leash or restraint at all times, is within the designated boat launch parking lot at the Recreation area, and is being directly transferred without delay from a motor vehicle to a boat or from a boat directly to a motor vehicle which is being immediately launched or retrieved from the Recreation area boat access ramp and is then immediately transported away from the area.
 - 13.1.3.2 Authorized service animals for persons with disabilities.

14 Enforcement & Penalties before the Judicial Bureau

- 14.1.1 Violations. Any violation of this Ordinance or of any requirement of any order issued by the Selectboard under provisions of this Ordinance shall be subject to penalties set forth below. Violations of this Ordinance shall be a civil matter enforced in accordance with the provisions of 24 VSA Section 1974a and 1977 et seq. Any ACO may act as an issuing Municipal Official and issue and pursue before the Judicial Bureau a municipal complaint for any violation of this Ordinance. Each day a violation exists shall constitute a separate offense.
- 14.1.2 Penalties. A violation of Sections 3, 4, 5, 6,7,8,9,10,11 and 13 of this ordinance is subject to a civil penalty of up to \$100 a day for the first offense, \$150.00 for a second offense within six months from the first offense, and \$200.00 for each subsequent offense within six months from the first offense. A waiver fee shall be set at \$50.00 for the first offense, \$75.00 for a second offense within six months from the first offense and \$100.00 for each subsequent offense within six months from the first offense. Each day the violation continues shall constitute a new offense.

Cattle, Horses, Sheep, Goats, or Swine. A person knowingly permits cattle, horses, sheep, goats, or swine to run at large in a public highway or yard belonging to a public building without the consent of the selectboard shall be fined by law enforcement officer or by a municipal officer or employee not more than \$100.00 nor less than \$50.00 for each animal running at large.

Bulls, The owner or keeper of a bull may be fined by a law enforcement officer or by a municipal officer or employee not more than \$100.00 nor less than \$50.00 if such bull is more than nine months old and found unattended outside the premises owned or occupied by the owner or keeper of such bull and shall be liable to a party damaged by such bull while outside the premises of such owner or keeper. The damages may be recovered in a civil action.

14.1.4 Appeals. Appeals may be taken in the manner set forth in 24 VSA Section 1974a and 1977 et seq.

15 Separability

15.1.1 If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

16 Ordinance Repealed

16.1.1 All ordinances and part of ordinances in conflict with the provisions of this ordinance are hereby repealed.

17 Section Eighteen: Effective Date

17.1.1 This ordinance shall become effective sixty (60) days after its adoption by the Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this ordinance.

Amended this ___ day of _____, 20__.

SIGNATURES OF GOVERNING BODY


Carl Rosenquist – Chair

Paul Jansen – Board Member


Brian Dursmore – Board Member


Kristina Senna – Board Member

17.2 Adoption History

17.2.1 Agenda item at regular selectboard meeting held on **February 24, 2025**.

17.2.2 Read and approved at selectboard meeting on **February 24, 2025** and entered in the minutes of that meeting which were approved on **March 12, 2025**.

17.2.3 Posted in public places on **February 28, 2025**.

17.2.4 Notice of adoption published in the **St. Albans Messenger & Milton Independent newspaper** on **February 28, 2025** with a notice of the right to petition.

17.2.5 Other actions [petitions, etc.]



State of Vermont
District Maintenance and Fleet Division
Maintenance District 8
236 State Drive
Swanton, VT 05488
www.vtrans.vermont.gov

Agency of Transportation

[phone] (802) 524-5926
[fax] (802) 524-7940
[ttd] (800) 253-0191

February 1, 2026

RE: FY 2027 Town Highway Grants / Bridge Inspections / Annual Town Financial Plan and Meeting / Town Road and Bridge Standards Certification of Compliance / Class 2 Centerline Line Pavement Marking Letter

Please note that the information in this packet is time sensitive!

Dear Town Official(s):

Town Highway Grant Programs

It is anticipated that the Town Highway grant program will resume this year, so applications are now being accepted. Attached is the FY 2027 Municipal Highway Grant Application. This form is to be used to apply for **both** the Town Highway Structures Grant program and the Town Highway Class 2 Roadway Grant program; a separate application needs to be submitted for each project. **Town highway grants applications are due back to District 8 no later than April 15, 2026.** They may be mailed or sent via e-mail to john.wilkin@vermont.gov. Grant awards will be made based on several factors, including, but not limited to, whether the town has received recent grants, the completeness of the submittal, and the overall condition of the existing structure(s) or roadway that the town is requesting the grant for. Other factors being equal, applications submitted by the April 15 due date will receive higher priority.

Town Bridge Inspections

REMINDER.... the town’s bridge inspection reports can be found using the VTransparency website. The link is as follows: <https://vtransparency.vermont.gov/>. There will then be two selections for accessing bridge inspections – one where a search can be done by town and the other through a map.

TA 60 Annual Town Financial Plan

In accordance with Title 19 VSA Section 306(j), municipalities must complete a TA 60 Annual Financial Plan (a blank one is enclosed). The town is reminded that to qualify for any of the Agency’s grant-related programs, a copy of the town’s current Annual Financial Plan must be on file at the District 8 office. Districts will meet with **town officials** of each municipality within **60 days** of Town Meeting; this meeting can be held in person, virtually or over the phone. Typically, meetings are used to review the Annual Town Financial Plan, get status reports on any grant program projects previously approved or recently submitted, and review the town’s plan for the maintenance and construction of town highways for the ensuing year. The town can either elect to fill the TA 60 out and submit with any town highway grant applications or wait for our annual meeting to review and complete together. **To set up a time for the annual meeting, please call Steven Stanley at (802) 527-5564.**



Town Road and Bridge Standards – Certification of Compliance for Town Road and Bridge Standards

The 2019 State-approved town road and bridge standards template was rolled out in June of 2019. The adoption of this template enables towns to be eligible for higher ERAF share and the 10% “incentive” for the Town Highway Structures and Class 2 Roadway grant programs – most towns within District 8 did adopt the 2019 standards; if a town has questions about this, please feel free to reach out.

Each year towns must certify that they have road and bridge standards and that they follow them. This is an annual requirement regardless of which standards a town has adopted. Included is the annual Certification of Compliance. This needs to be signed and submitted back to the district.

Class 1 and Class 2 Centerline Pavement Marking Letter

As in previous years, VTrans will be painting centerline on Class 1 and Class 2 highways. Towns should utilize the email on the attached letter with their schedule for repairing and retreatment of these town highways.

Town Contact Information

Lastly, please fill out the Town Contact Information Sheet so that we can keep our information current. It can be emailed to john.wilkin@vermont.gov or sent via USPS.

If you have questions regarding any of the above information, please do not hesitate to call John Wilkin at (802) 782-9109, or Steven Stanley at (802-527-5564. Thank you!

Sincerely,

Steven Stanley
District Project Manager

Enclosures:

- FY 2027 Municipal Highway Grant Application
- TA60 Annual Town Financial Plan
- Certification of Compliance for Town Road and Bridge Standards/Network Inventory
- Class 2 Centerline Pavement Marking Letter
- Town Contact Information Sheet





State of Vermont
Office of the Secretary
219 North Main Street
Barre, VT 05641
vtrans.vermont.gov

[phone] 802-476-2690
[fax] 802-479-2210
[ttd] 802-253-0191

Agency of Transportation

To Whom It May Concern,

In accordance with Title 19, Vermont Statutes Annotated, Sections 1109-1110, the Transportation Board has made and promulgated a rule to prevent the abuse of highways from November 15th to December 31st and January 1st to May 15th inclusive, in each year, or until adoption and announcement of any modification to the rule, two copies of which are enclosed herewith. In accordance with Section 12 of Act no. 246 of 1990, this rule is now administered by the Agency of Transportation.

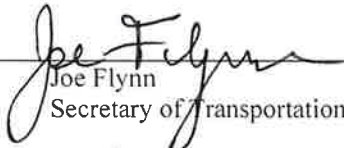
In reading over these Sections, you will note:

- a) This rule does not become effective in a particular town until it has been filed with the Select board, and
- b) Posted by the Select board in two public places, such as bulletin board at the Town Hall, or the office of the Town Clerk or Town Treasurer. Posted on privately owned property does not, in most cases, meet the legal requirements. The attached rule is sent to you for this purpose if you have occasion to use it.
- c) The road to be protected must also be posted at each end with suitable conspicuous notices.

	Town Highways (Classes 2, 3 and 4)
Two-axle trucks	15,000 lbs
Three-axle trucks	18,000 lbs
Tractor-trailer units	20,000 lbs

If there are any roads in your town on which it is advisable to limit the loads from November 15th to December 31st and January 1st to May 15th, it will be necessary for you to post these two notices as outlined above. The conspicuous notices for each end of the road affected may be procured from your District Transportation Administrator.

Vermont Agency of Transportation
Montpelier, VT

By 
Joe Flynn
Secretary of Transportation

Date 1/16/2026
Rule 118-4



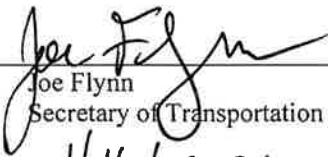
NOTICE

Pursuant to the Title 19, Vermont Statues Annotated, Sections 1109-1110, the State Transportation Board has made and promulgated the following rule, now administered by the Agency of Transportation, in accordance with Section 12 of Act No. 246 of 1990.

In order to prevent the abuse of any highway, or portion thereof, posted under the provisions of these Sections from November 15th to December 31st and from January 1st to May 15th, inclusive, in each year, or until adoption and announcement of any modifications of said rules, no vehicle having a weight, including vehicle and load, in excess of the weights specified below, shall be operated on any part of the following classes of highways, which are posted under the provisions of these Sections:

	State Highways	Town Highways (Classes 2, 3, and 4)
Two-axle Trucks	20,000 lbs	15,000 lbs
Three-axle Trucks	30,000 lbs	18,000 lbs
Tractor Trailer Units	40,000 lbs	20,000 lbs

Vermont Agency of Transportation
Montpelier, VT

By 
 Joe Flynn
 Secretary of Transportation

Date 1/16/2024

**Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory**

We, the Legislative Body of the Municipality of Georgia certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on April 13, 2021.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.



Date: _____

(Duly Authorized Administrator)

For a summary of your community's road and bridge information please visit: tinyurl.com/rdsinfo

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)

TA-60

Town of Georgia Fiscal Year 2027 Begin 7/1/2026 End 6/30/2027

INCOME

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1 \$13040.04	\$
Class 2 \$4786.19	\$
Class 3 \$1783.19	\$
Town Tax Funds – 19 V.S.A. Section 307	\$ <u>1,028,382</u>
Special Funds (e.g., bonds or earmarks):	
a. <u>Bridge # 28 Bond</u>	\$ <u>1.5 M</u>
b.	\$
c.	\$
TOTAL	\$0

EXPENSES

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ <u>208,000</u>
Non-Winter Maintenance	\$ <u>495,382</u>
Major Construction Projects	
a. <u>Bridge # 28</u>	\$ <u>1.5 M.</u>
b. <u>Paving</u>	\$ <u>341,058</u>
c.	\$
TOTAL	\$0

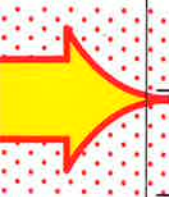
Comments:

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS

TA-60

19 V.S.A. § 306(j)
(page 2)

We, the Legislative Body of the Municipality of Georgia certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00** per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)



_____ Date: _____

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

_____ Date: _____

District Transportation Administrator or Authorized Designee



VERMONT

AGENCY OF TRANSPORTATION

FY 2027 Municipal Highway Grant Application

APPLYING FOR: Structures Class 2 Roadway Emergency

MUNICIPALITY: Georgia MUNICIPAL CONTACT (name): Todd Cabena

MAILING ADDRESS: _____

Phone: _____ E-Mail: _____

ACCOUNTING SYSTEM: Automated Manual Combination

SAMS #: 031933930 Grantee FY End Month (mm format): 12

DISTRICT CONTACT (name): John Wilkin

Phone: _____ E-Mail: _____

SCOPE OF WORK TO BE PERFORMED BY GRANTEE

Location of Work. The work described below involves the following town highway / structure:

TH# 2, (Name) Plains Rd which is a class 2 town highway.

Bridge # _____, which crosses _____

Culvert # _____, for which the original size was _____ and the replacement size is _____

Causeway: _____

Retaining Wall: _____

Latitude: _____ Longitude: _____ MM (If Available): _____

Problem:
Large, long areas of uneven wear surface. These areas include cracking and thinning pavement

Reason For Problem:
This area sees an abundance of traffic. It is a main traveled route for commuters. The area also has lots of farmland, leading to heavy traffic including milk trucks & manure spreaders. This is also a high traffic area in the Spring for bulk transport of Sap from area Sugarmakers. Last Pavement was in 2010

Proposed Scope of Work:
This 2 mile section of road will see 4 failing culverts replaced, cleaning of ditches in problem areas as well as a 1/2 inch leveling course with an 1 1/2" wearing course of type 3 and 4 asphalt.

Detailed Cost Estimate (below or attached):

Estimated Project Amount: \$341,058 Estimated Completion Date: 9/30/27

Municipality has adopted Codes & Standards that meet or exceed the State approved template? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Municipality has a current Network Inventory? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Municipality <u>MUST</u> complete the following environmental resource checklist:	
EXISTING STRUCTURES: (check all that apply)	
<input type="checkbox"/> Steel Tube Culvert	<input type="checkbox"/> Concrete Box Culvert
<input type="checkbox"/> Stone Culvert	<input type="checkbox"/> Concrete Bridge
<input type="checkbox"/> Ditch	<input type="checkbox"/> Rolled Beam/Plate Girder Bridge
<input type="checkbox"/> Metal Truss Bridge	<input type="checkbox"/> Wooden Covered Bridge
<input type="checkbox"/> There are foundation remains, mill ruins, stone walls or other	<input type="checkbox"/> Masonry Structure
<input type="checkbox"/> Stone Abutments or Piers	<input type="checkbox"/> Buildings (over 50 yrs old) within 300 feet of work
<input type="checkbox"/> Other:	
PROJECT DESCRIPTION: (check all that apply)	
<input type="checkbox"/> The project involves engineering / planning only	<input checked="" type="checkbox"/> The project consists of repaving existing paved surfaces only
<input checked="" type="checkbox"/> The project consists of reestablishing existing ditches only within existing footprint	<input checked="" type="checkbox"/> All work will be done from the existing road or shoulder
<input type="checkbox"/> The structure is being replaced on existing location / alignment	<input type="checkbox"/> There will be excavation within 300 feet of a river or stream
<input type="checkbox"/> New structure on new alignment	<input type="checkbox"/> Repair/Rehab of existing structure
<input type="checkbox"/> There will be excavation within a flood plain	<input type="checkbox"/> Road reclaiming, reconstruction, or widening
<input type="checkbox"/> Tree cutting / clearing	<input type="checkbox"/> Temporary off-road access is required
<input type="checkbox"/> New ditches will be established	<input type="checkbox"/> The roadway will be realigned
The municipality has included photos of the project. Must show infrastructure and surrounding features as much as possible. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Below this line to be filled in by VTrans staff:

Recommended Award Amount: _____
 District Staff Approval: (name) _____ Date: _____

Note:
 Projects may involve impacts to protected historic or archaeological resources. For more information, responsible parties are encouraged to contact the District sta



PIKE INDUSTRIES, INC.

A CRH COMPANY

3 Eastgate Park Road, Belmont, NH 03220

An Equal Opportunity Employer

Established 1872

Phone: (603) 527-5100

Fax: (603) 527-5101

To: Town Of Georgia VT	Contact: Todd Cadleux
Address: Georgia Vt	Phone:
	Fax:
Project Name: Town Of Georgia Vt- Budget Quote	Bid Number:
Project Location:	Bid Date:

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
	Machine Pave	3,020.00	TON	\$95.00	\$286,900.00


Total Bid Price: \$286,900.00

Notes:

- AC Price Adjustment shall be paid in its entirety to Pike Industries, Inc. per the Construction Contract. \$638
- Worldwide energy and petroleum markets continue to be volatile, consequently Pike Industries Inc. reserves the right to withdraw this quote if not accepted within 7 days. If we do not receive a response (acceptance subject to project award) to this quote in 7 days, it will become null and void.
- Pike Industries, Inc. reserves the right to adjust unit prices based on total revenues awarded.
- Price is valid through 2026
- Traffic Control, Fine Grading, Sweeping, Sawcutting, Layout, Structure Adjustments, Removal of Existing Curb, Sub Base Preparation and Fillets to be done by others
- Pike Industries, Inc. is not responsible for liquidated damages, or any disincentives associated with the work as quoted.
- Hot Mix Asphalt (HMA) as quoted is free of Refined Engine Oil Bottoms (REOB's). For more information regarding REOB's, a listing of states that have currently banned their use and potential detriments to HMA please go the following website:
<http://commonwealthmagazine.org/transportation/004-laying-it-down-testing-it-later/>

Payment Terms:

Net 30 Days

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: PII - NH (Belmont)</p> <p>Authorized Signature:  _____</p> <p>Estimator: David Davio (802) 272-0865 ddavio@pikeindustries.com</p>
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825 Route 67 (518)885-4385
Ballston Spa, NY 12020

Quote Number: Evans-067607
Sales Person: Geordon Evans
Phone: (518)207-5661
E-Mail: gevens@lane-enterprises.com
Quote Date: 2026-03-16 16:28:33
Valid until: 04/16/2026

Customer
Town of Georgia VT

Job Information
Town of Georgia, VT - 18 in, 24 in,
30 in Galvanized

47 Town Common Rd N TH
83 Plains Rd - Hwy Garage
Georgia, VT05478

Quantity	Unit	Part Number	Quoted Line Item	Unit Price	Ext. Price
20.00	LF	SPGV018140202000	18" Galv 14GA 2-2/3"x1/2"CORR	\$26.04	\$520.80
1.00	EA	RRGV018160120	18" Reroll Band Galv. 16GA 12"W	\$39.06	\$39.06
20.00	LF	SPGV024140202000	24" Galv 14GA 2-2/3"x1/2"CORR	\$34.81	\$696.20
1.00	EA	RRGV024160120	24" Reroll Band Galv. 16GA 12"W	\$52.21	\$52.21
20.00	LF	SPGV030140202000	30" Galv 14GA 2-2/3"x1/2"CORR	\$44.64	\$892.80
1.00	EA	RRGV030160120	30" Reroll Band Galv. 16GA 12"W	\$66.96	\$66.96
100.00	LF	SPGV072140205000	72" Galv 14GA 5"x1"CORR	\$131.90	\$13,190.00
1.00	EA	RRGV072160120	72" Reroll Band Galv. 16GA 12"W	\$197.85	\$197.85
100.00	LF	SPT2072140205000	72" Type 2 14GA 5"x1"CORR	\$179.90	\$17,990.00
1.00	EA	RRT2072160120	72" Reroll Band Type 2 16GA 12"W	\$269.85	\$269.85
100.00	LF	SPV3072140205000	72" Poly Ctd. CSP 14GA 5"x1"CORR	\$238.45	\$23,845.00
1.00	EA	RRV3072160120	72" Reroll Band Poly Ctd. 16GA 12"W	\$357.67	\$357.67

	Total	
	Subtotal:	\$58,118.40
Shipping Provider:	Shipping:	\$0.00
	Total	\$58,118.40
		Sales tax not included

Prices stated in this quotation are firm for all orders placed within 30 days of quote date and shipments within 60 days of quote date. Please review, verify and approve all item descriptions, specifications and quantities prior to acceptance. It is the customer's responsibility to ensure quantities and materials provided are in compliance with project specifications. Prices are based on Lane Enterprises furnishing all materials listed in this quotation. Prices are F.O.B. jobsite, pipe nested, our trucks, unless otherwise noted. All deliveries under \$7,500 in value are subject to a minimum delivery charge of at least \$300.

Terms are net 30 days with approved credit; otherwise C.O.D. We shall not be responsible for delays in shipment caused by issues beyond our control. No material returns accepted without prior approval. All returns subject to a minimum 35% re-stocking charge, plus applicable transportation charges. Special order or non-stock items are not subject to cancellation or return. Pick-up allowances do not apply to this quote.

TOWN ROAD AND BRIDGE STANDARDS

(January 21, 2026)

MUNICIPALITY OF GEORGIA, VERMONT

The Legislative Body of the Municipality of hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:**

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle **YES** or **NO** below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	YES (Required by MRGP)	YES NO
Section 2 – Class 4 Road Standards	YES (Required by MRGP)	YES NO
	Town wide	
Section 3 - Perennial stream- bridge and culvert standards	YES (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	YES NO	
Section 5- Drainage crossings	YES NO	
Section 6 - Roadway construction standards	YES NO	
Section 7 - Guardrail standard	YES NO	
Section 8 - Driveway access standard	YES NO	

Road segments – ANR Resources Atlas includes a map layer of all of Vermont’s municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

***Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://anrmaps.vermont.gov/websites/anra5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParms=True&Report=Portal>).

****Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the *Vermont Better Roads Manual*. <https://vtrans.vermont.gov/sites/aot/files/Better%20Roads%20Manual%20Final%202024.pdf>

Road and Bridge Standards Sections

Section 1 – Municipal Road Standards - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

Section 2 – Class 4 Road Standards - See Appendix A

Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration

“Perennial stream” means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Section 4 – Intermittent stream crossings – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

“Intermittent streams” are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

Section 5 – Drainage crossings (NOT perennial or intermittent streams)- Upon replacement, municipally owned or maintained cross culverts shall be a minimum of 18”. Undersized drainage crossings shall be upsized 6-12” if road geometry allows. Indications that a culvert is undersized include a culvert that plugs with sediment and/or gets washed out during rain events.

Section 6 - Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have 18” inches* thick gravel sub-base, with an additional 6” inches* top course of crushed gravel.

All new or substantially reconstructed paved roads shall have 18” inches* thick gravel sub-base.

*Municipalities shall indicate their own construction criteria.

Section 7 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

Section 8 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference VTrans Standard A-76 Standards for Town & Development Roads and B-71a and b Standards for Residential and Commercial Drives; the VTrans Access Management Program Guidelines; and the latest version of the Vermont Better Roads Manual for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of Georgia, State of Vermont on

Selectboard:

_____ Kellie Bosenberg, Chair

_____ Brian Dunsmore, Vice Chair

_____ Carl Rosenquist, Member

_____ Judith Nasca, Member

_____ Tammy Hardy, Member

MUNICIPAL ROAD STANDARDS

The following standards constitute the minimum required Best Management Practices (BMPs) for municipal roads. These standards shall apply to the construction, repair, and maintenance of all town roads and bridges.

It is the municipality's responsibility to maintain all practices after installation. Roads not meeting these standards must implement the BMPs listed below in order to meet the required town's standards.

Feasibility

Municipalities shall implement these standards to the extent feasible. In determining feasibility, municipalities may consider the following criteria: The implementation of a standard listed in Part 6 of this general permit does not require the acquisition of additional state or federal permits¹ or noncompliance with such permits, or noncompliance with any other state or federal law. The implementation of a standard does not require the condemnation of private property; impacts to significant environmental and historic resources, including historic stone walls, historic structures including structures registered on either the Vermont State Register of Historic Places or the National Register of Historic Places, or removing vegetation within 250 feet of a lakeshore; impacts to buried utilities; and excessive hydraulic hammering of ledge. Additionally, the implementation of any standard shall not be required if it would render the road unsafe for travel.

Municipalities shall document in the REI Reassessment each instance where feasibility affects implementation of the standards.

Standards for All Construction and Soil Disturbing Activities

Following construction and soil disturbance on a hydrologically-connected road segment, all bare or unvegetated areas shall be revegetated with seed and mulch, hydroseeded, or stone lined within 5 days of disturbance of soils, or, if precipitation is forecast, sooner. Projects authorized under the Construction General Permit (CGP 3-9020) or Individual Construction Stormwater Permit (INDC) shall instead comply with the terms and conditions of that permit.

Standards for Open Drainage Roads (Not Class 4)

The following are the required standards for all non-compliant hydrologically-connected open drainage roads. To maintain compliance with the requirements of this General Permit, municipalities shall apply these standards to all new construction, general BMP maintenance, and significant upgrades of stormwater treatment practices.

A. Roadway/Travel Lane Standards

1. Roadway Crown

a. Gravel roads shall be crowned, in or out-sloped:

Minimum: ¼" per foot

Recommended: ¼" – ½" per foot or 2% - 4%.

b. Paved/ditched roads shall be crowned during new construction, redevelopment, or repaving where repaving involves removal of the existing paving. Minimum: 1/8" per foot or 1%
Recommended: 1% - 2%.

2. Shoulder berms (also called Grader/Plow Berm/Windrows)

Shoulder berms shall be removed to allow precipitation to shed from the travel lane into the road drainage system. Roadway runoff shall flow in a distributed manner to the drainage ditch or filter area and there shall be no shoulder berms or evidence of a "secondary ditch". Shoulder berms may remain in place if the road crown is in-sloped or out-

¹ Self-verification under a non-reporting permit category does not constitute a permit for purposes of this section.

sloped to the opposite side of the road from berm side of road. The shoulder berm standard only applies to drainage gravel roads.

B. Road Drainage Standards

Roadway runoff shall flow in a distributed manner to grass or a forested area by lowering road shoulders or conversely by elevating the travel lane level above the shoulder. Road shoulders shall be lower than travel lane elevation. If distributed flow is not possible, roadway runoff may enter a drainage ditch, stabilized as follows:

- 1. For roads with slopes between 0% and 5%: At a minimum, grass-lined ditch, no bare soil. Geotextile and erosion matting may be used instead of seed and mulch. Alternatively, ditches may be stabilized using any of the practices identified for roads with slopes 5% or greater included in Sub-part B.2, below.

Recommended shape: trapezoidal or parabolic cross section with mild side slopes; two foot horizontal per one foot vertical or flatter and 2-foot ditch depth.

- 2. For roads with slopes 5% or greater but less than 8%:

- a. Stone-lined ditch: minimum 6"- 8" minus stone or the equivalent for new practice construction. Recommended fractured stone with 2-foot ditch depth from top of stonelined bottom,
- b. Grass-lined ditch with stone check dams², or
- c. Grass-lined ditch if installed with disconnection practices such as cross culverts and/or turnouts to reduce road stormwater runoff volume. There shall be at least two cross culverts or turnouts per segment disconnecting road stormwater out of the road drainage network into vegetated areas or spaced every 160'.

- 3. For roads with slopes of 8% or greater: Stone-lined ditch. Stone-lined ditches are not required if the toe of the ditch backslope is located outside of the town rightof-way.

- a. For slopes greater than or equal to 8% but less than 10%: minimum 6"-8" minus stone or the equivalent for new construction. Recommended fractured stone with 2-foot ditch depth from top of stone-lined bottom.
- b. For slopes greater than 10%: minimum 6-8" minus stone. Recommended 12" minus fractured stone or the equivalent. Recommended 2-foot ditch depth from top of stone-lined bottom.

- 4. If appropriate, bioretention areas, level spreaders, armored shoulders, and subsurface drainage practices may be substituted for the above road drainage standards.

C. Drainage Outlets to Waters & Turnouts

Roadway drainage shall be disconnected from waterbodies and defined channels, since the latter can act as a stormwater conveyance, and roadway drainage shall flow in a distributed manner to a grass or forested filter area. Drainage outlets and conveyance areas shall be stabilized as follows:

- 1. Turn-outs - all drainage ditches shall be turned out to avoid direct outlet to surface waters.
- 2. There must be adequate outlet protection at the end of the turnout, based upon slope ranges below. Turnout slopes shall be measured on the bank where the practice is located and not based on the road slope.
 - a. For turnouts with slopes of 0% or greater but less than 5%: stabilize with grass at minimum. Alternatively, stabilize using the practices identified in Sub-parts (b)-(c), below, when possible.
 - b. For turnouts with slopes 5% or greater: stabilize with stone.

² See check dam installation specifications.

c. For slopes greater than 5% but less than 10%: minimum 6"-8" minus stone or the equivalent construction.

d. For slopes greater than 10%: minimum: 6-8" minus stone or equivalent for new construction. Recommended 12" minus fractured stone or the equivalent.

D. Municipal Cross Culverts and Intermittent Stream Culverts

1. All municipal culverts- Culvert end treatment or headwall required for areas with slopes 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction on road segment slopes 5% or greater.
2. All municipal culverts- Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction on road segment slopes 5% or greater.
3. Cross culverts- Upgrade to 18" culvert (minimum), if erosion is due to inadequate size or absence of structure.
4. In instances where intermittent streams enter the municipal road drainage network, the Secretary requires culvert sizing based on in-field and mapping techniques described in the Intermittent Stream Crossing Sizing Guidance, found in Appendix B.
5. Drainage culverts conveying perennial waters are subject to coverage under the DEC Stream Alteration General Permit. MRGP Standards do not apply to culverts conveying perennial waters.
6. A French Drain (also called an Under Drain) or French Mattress (also called a Rock Sandwich) sub-surface drainage practice may be substituted for a cross culvert.

E. Driveway Culverts within the municipal ROW

1. Culvert end treatment or headwall required for areas with road segment slopes of 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction.
2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction.
3. Upgrade to minimum 15" culvert, 18" recommended, if erosion is due to inadequate size or absence of structure.
4. Intermittent streams may enter the municipal road drainage network, and in these cases, the Secretary requires culvert sizing based on in-field and mapping techniques described in Appendix B.
5. Driveway culverts conveying perennial waters are subject to coverage under the DEC Stream Alteration General Permit.

Standards for Closed Drainage Roads

Catch Basin Outlet Stabilization: All hydrologically-connected catch basin outlets shall be stabilized to eliminate all rill and gully erosion. Catch basin outlet stabilization practices include: stone-lined ditch, stone apron, check dams, culvert header/headwall, and green stormwater infrastructure practices such as bioretention practices, when appropriate.

Standards for Connected Class 4 Roads

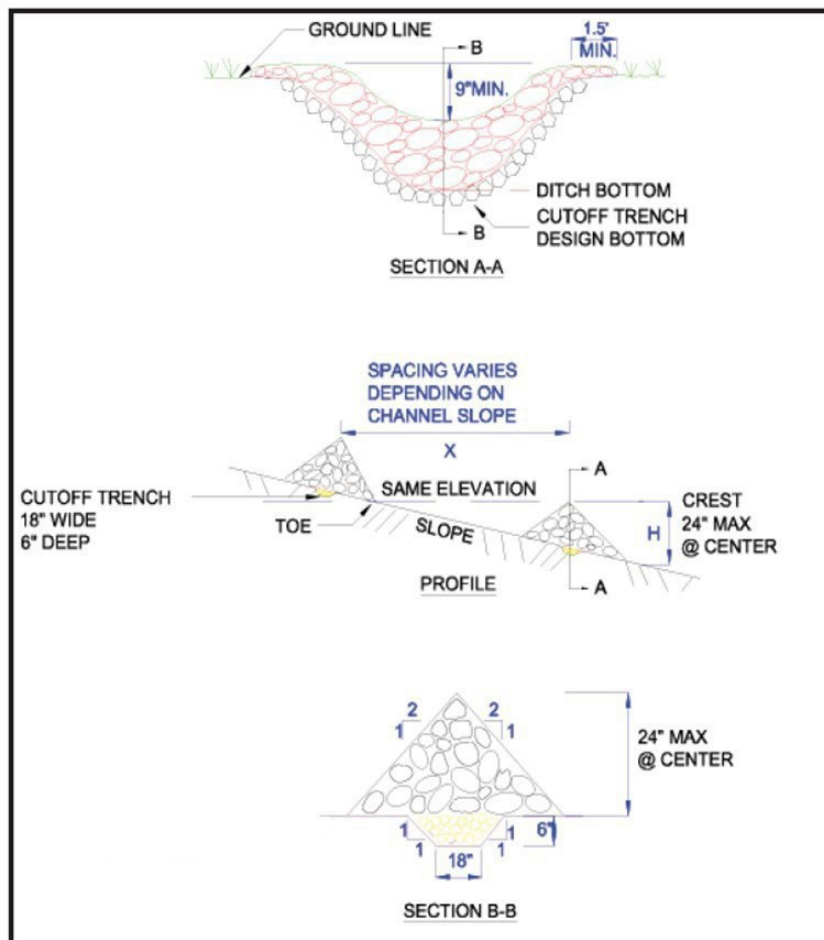
Stabilize any areas of gully erosion identified in the REI with the practices described above or equivalent practices. Disconnection practices such as broad-based dips and water bars may replace cross culverts and turnouts.

Stone Check Dam Specification

- Height: No greater than 2 feet. Center of dam should be 9 inches lower than the side elevation
- Side slopes: 2:1 or flatter
- Stone size: Use a mixture of 2 to 9 inch stone
- Width: Dams should span the width of the channel and extend up the sides of the banks
- Spacing: Space the dams so that the bottom (toe) of the upstream dam is at the elevation of the top (crest) of the downstream dam. This spacing is equal to the height of the check dam divided by the channel slope.

$$\text{Spacing (in feet)} = \frac{\text{Height of check dam (in feet)}}{\text{Slope in channel (ft/ft)}}$$

- Maintenance: Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. If significant erosion occurs between check dams, a liner of stone should be installed.



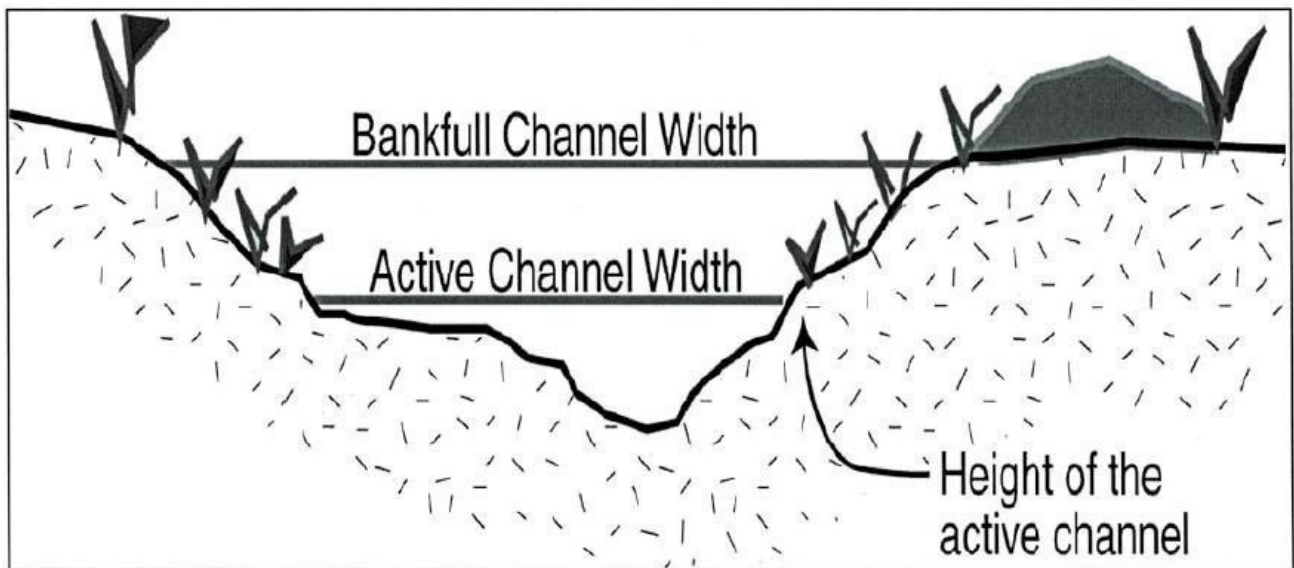
Appendix B. Intermittent Stream Crossing Specification

VT DEC Watershed Management Division Date: June 2022

Per 6.3.D of the Municipal Road General Permit, all municipal road crossings on intermittent streams require sizing of new and replacement structures to be based on the Active Channel Width (ACW).

1. Intermittent streams will be field identified and consist of a defined channel entering the road network and a define channel leaving the road network. The absence of surface base flows for an extended period of the year and the watershed size, typically under 0.25 mi², differentiates these stream channels from perennial stream channels. 2. Hydraulics sizing of intermittent stream crossings will conform with the VTrans Hydraulics Manual for the roadway classification, Chapter 4 - Table 4-2. The design of these culverts will satisfy criteria in Chapter 6 - section 6.4.
2. Embedment of culverts on intermitted streams if often beneficial for sediment transport and to reduce the need to increase road heights when maintaining adequate cover above the pipe; minimum embedment of 1' for 4-6' culverts.
3. Culvert end treatments are required for intermittent stream crossings. Inlet and outlet headwalls must consist of any combination of VTrans stone fill with a grubbing layer, laid-up stone, reinforced concrete, and/or a culvert end section.
4. Culvert slope to match stream bed slope. Outlet apron at culvert end using of E-stone is recommended – see details.

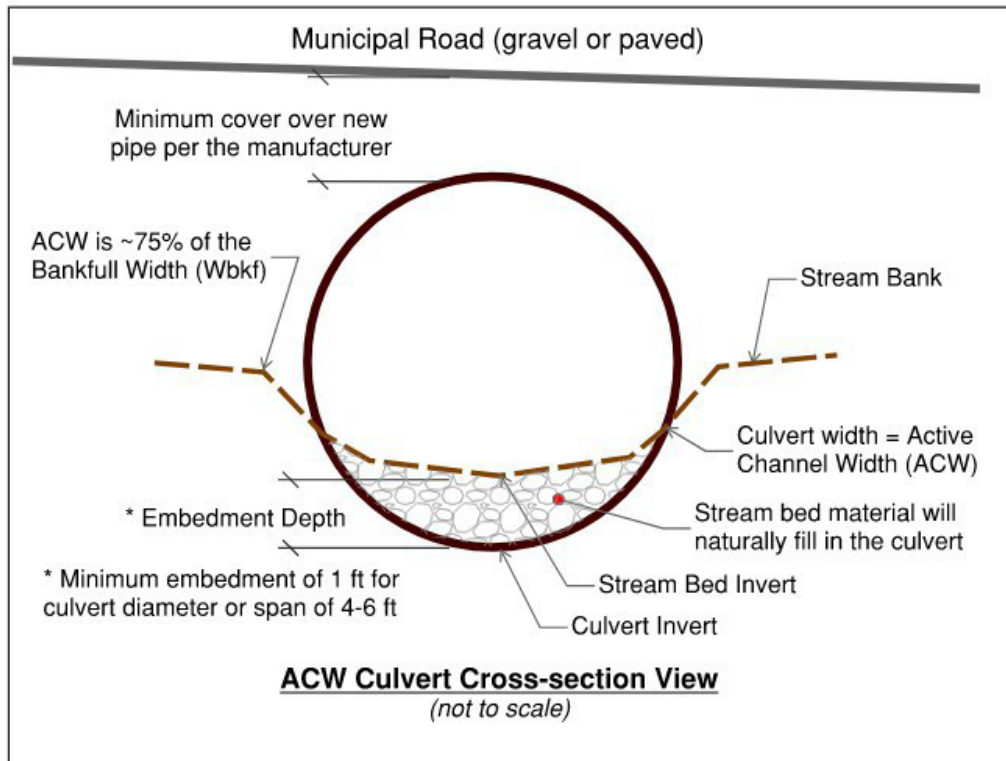
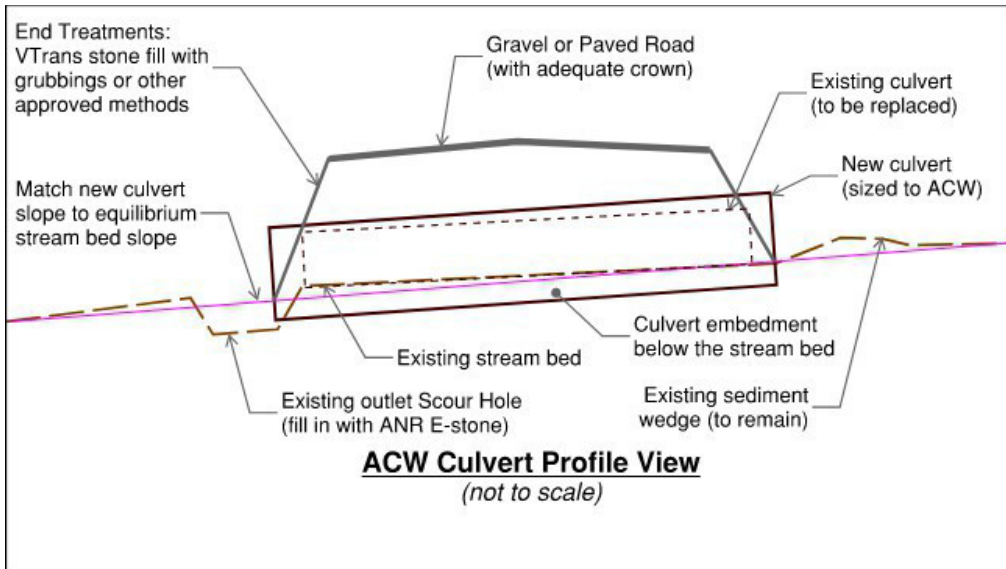
Determining the Active Channel Width on Intermittent Streams



Active Channel Width (ACW) is defined as the limits of streambed scour on banks formed by prevailing stream discharges, measured perpendicular to streamflow. The active channel width is narrower than the bankfull width (~75%) and is defined by a break in slope on the channel bank, typically seen as the edge of permanent vegetation.

Culvert Sizing for Crossings on Intermittent Streams:

Determine the ACW through field measurements, **the culvert sizing will meet or exceed the Active Channel Width**. * To obtain the measurements, go to a typical crossing location and obtain several upstream and downstream Active Channel Width measurements in riffles or straighter sections which are often the narrower channel width locations. * The selected active channel width for the structure will be a representative average of these field measurements.



Official Notice

As per Article 8.3 in the Union Contract: When filling a vacancy or in the creation of a new position within the department, the Town shall post a notice at locations accessible to employees. Such notice shall remain posted for at least 7 days, within which time employees may apply in writing for the position to the Director of Public Works. The notice shall set forth the classification of the position to be filled, an outline of duties, the hours and days of work, wage range, the posting date of the notice, and the last day for filing applications. Applicants who have special qualifications are encouraged to describe such qualifications briefly in their application. It is mutually agreed that the Town is free to simultaneously solicit applicants by outside advertisement.

Current Opening:

Truck Driver/ Laborer Rate \$27.01

Hours M-F 7am-3pm with required OT during winter months

Duties: DUTIES AND RESPONSIBILITIES

- Operate town equipment and perform jobs assigned, including general hand labor, truck driving, plowing and sanding, paving and patching, maintaining and repairing equipment, roadside mowing, brush and tree removal, general road construction and maintenance, general equipment safety checks.
- Relate to Town citizens in a professional, courteous and respectful manner. Report complaints to the Road Foreman, Director of Public Works or Town Administrator.
- Accurately report on time sheets to Road Foreman daily activities according to labor categories. Road Foreman may assign hours to the proper time sheet labor category.
- Follow proper safety procedures for job being performed. Report any and all accidents or injuries to the Road Foreman, Director of Public Works or Town Administrator within 24 hours of event. Accidents or injuries to be reported on forms provided by the Town. Bring personnel problems to the attention of the Road Foreman, Director of Public Works or Town Administrator in that order or as per requirements of Town of Georgia Personnel Policy.
- Use purchase order system for all purchases. All purchases require prior approval of Foreman or other authorized person. Provide copies of all receipts for purchases to Road Foreman. No personal purchases through Town accounts.
- Carry out a regular maintenance schedule for routine and preventative maintenance of equipment as per instructions of Road Foreman.
- Carry out effective, professional repairs to machinery and equipment as required per instructions of Road Foreman.
- Recognize and communicate to Road Foreman any problems or hazards.
- Follow weather conditions affecting highways and be prepared to work if called by the Road Foreman or Director of Public Works. High priority to winter maintenance: plowing sanding and salting operations. Requires night and weekend work.
- Maintain all required licenses or certifications required to perform their jobs.
- Any other tasks as assigned by the Road Foreman, Director of Public Works or Town Administrator relating to town operations.
- Perform other duties as assigned.

- Must be available for after-hours calls.

KNOWLEDGE, SKILLS, AND ABILITIES

- Ability to exercise good judgment when carrying out duties and to maintain good working relationships with the public and fellow employees.
- Ability to perform strenuous physical tasks such as standing for extended periods of time, operating heavy trucks and equipment for extended periods of time, bending, lifting, carrying, digging, climbing on/ off and under equipment for extended periods of time, in all weather conditions, including on nights and weekends.
- Represent the Town in a professional and positive manner.

EDUCATION AND EXPERIENCE

- High school or equivalent education, trade school or experience.
- Experience with heavy truck and equipment operation, construction and road maintenance preferred.
- Mechanical skills a plus.
- Valid CDL with endorsements and a clean driving record. CDL drivers subject to Town CDL Policy, including random drug and alcohol testing.
- Final offer of employment subject to passing a physical at discretion of Selectboard.

PHYSICAL AND MENTAL DEMANDS/ ENVIRONMENT CONDITIONS

- Position requires a frequent need to sit, stand, stoop, walk, lift, carry, climb, and perform other similar actions during the workday. Sufficient mobility is required to work in an office and a field setting.
- This position requires continuous moderate or occasional heavy physical activity.
- Work involves exposure to hazardous substances, potentially dangerous situations, and unpleasant work conditions such as adverse weather conditions.
- Incumbents may operate both office and physical equipment used in the field and occasionally will transport materials and supplies weighing up to 75 pounds.
- Incumbents require the ability to travel to various locations; must be able to see in the normal visual range with or without correction with vision sufficient to read small print, computer screen, contracts, blueprints, and other printed documents; and must be able to hear in the normal audio range with or without correction.
- The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions on a case-by-case basis.

DISCLAIMERS

The above information is intended to describe the general nature of this position and should not be considered a comprehensive statement of duties, activities, responsibilities, and requirements. Additional duties, activities, responsibilities, and requirements may be assigned, with or without notice, at any time.

EQUAL EMPLOYMENT OPPORTUNITY

The Town of Georgia is an Equal Employment Opportunity employer.

Posting Date 4/6/2026

Ending Date 4/16/2026



GEORGIA VERMONT

Hazard Communication Policy



Adopted 5 dfJ'13ž&&*

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9.0 POLICY REVIEW4

1.0 PURPOSE

The purpose of this policy is to inform the employees and visitors of Town of Georgia municipal buildings about possible hazards connected with materials in the buildings and about proper handling of materials used in municipal operations.

2.0 SCOPE

This implementation of this policy will ensure that the employees and visitors of Town of Georgia municipal buildings are aware of any potential hazards connected with any materials to which they may be exposed in the course of their work or visit. In order to accomplish this, the Town of Georgia will ensure that:

- A. A current list of all hazardous chemicals or materials being used in the municipal buildings are maintained on premises.
- B. All containers of hazardous materials stored and used at municipal buildings are appropriately labeled.

- C. All Town employees are trained to recognize and interpret labels, warnings, and signs that are attached to containers.
- D. All Town employees are trained to understand the content of the safety data sheets (SDS) provided for each hazardous substance and recognize possible risks to health and the potential for physical harm.

3.0 LISTING OF HAZARDOUS CHEMICALS

All Town of Georgia municipal buildings will maintain a list of all hazardous chemicals used on-site.

Each Department Head will ensure that safety data sheets are requested and obtained from the supplier of any new product ordered by the Town of Georgia.

4.0 CONTAINER LABELING

Materials received at all Town of Georgia municipal buildings must have intact, legible labels. These labels must include the following:

- A. The name of the hazardous substance(s) in the container;
- B. A hazard warning; and
- C. The name and address of the manufacturer or other party responsible.

Secondary containers, or products moved from original containers to different containers, must be labeled in the same manner as listed above.

No secondary containers may be utilized without the approval of the Public Works Director.

5.0 SAFETY DATA SHEETS (SDS)

Formerly known as Material Safety Data Sheets (MSDS), Safety Data Sheets (SDS) for each hazardous chemical are compiled and retained along with the written program. A list of all hazardous chemicals will be maintained, along with a copy of the written program and the SDS. The SDS will be organized in a logical manner to aid in finding individual SDS.

- A. Department Heads for each municipal building are responsible for establishing and monitoring the SDS program.
- B. Department Heads for each municipal building will ensure procedures are developed to obtain the necessary SDS and will review incoming SDS for new or significant health and safety information.
- C. Copies of SDS for all hazardous chemicals to which employees or visitors are exposed or are potentially exposed will be kept in binders and located at each Town of Georgia municipal building.

- D. Town employees will not bring outside chemicals into municipal buildings for office use, to include hand sanitizers or lotions, unless kept apart for personal use only and not made available to other employees or for public use.
- E. SDS will be readily available to all employees during hours the municipal buildings are open. If an SDS is not available, the Department Head for the municipal building should be contacted for SDS information. available.

6.0 TRAINING

The Public Works Director, the Town Administrator and Department Heads will ensure that all employees at Town of Georgia municipal buildings where hazardous materials are kept or used receive training on the handling of hazardous materials. The Public Works Director, the Town Administrator and Department Heads will collaborate on annual training and update training records.

The training program will include the following:

- A. The location and availability of the SDS and files.
- B. Methods and procedures that the employee may use to detect the presence or accidental release or spill of hazardous materials in the work area, including proper clean up.
- C. Precautions and measures employees can take to protect themselves from the hazardous materials and include emergency procedures.
- F. Periodically, the Public Works Director, the Town Administrator and Department Heads may provide additional refresher training to ensure that employees retain adequate knowledge regarding the hazards of chemicals in the workplace, as well as how they can protect themselves.
- G. Training must be conducted for all employees when any new chemical or hazardous material enters the work site. This training must occur before the chemical or hazardous material is used by any employee.
- H. After each training session, the trainer will certify a roster of all participants. Included with the roster will be a list of all hazardous materials included in the training

7.0 HEALTH, SAFETY AND EMERGENCY PROCEDURES

The following information will be available in the Town municipal buildings for local health and jurisdictional authorities, if requested or required:

- A. A list of all hazardous materials used on authority sites.
- B. The location of stored hazardous materials of 55 gallons (500 pounds) or more, and special procedures for spill control and/or clean-up for specific hazardous substances if necessary.
- C. Unusual health and environmental hazards (both air and water) that may result from the release of specific quantities of hazardous substances.

8.0 PURCHASE OF HAZARDOUS CHEMICALS

The Public Works Director oversees the ordering of all cleaning products and hazardous chemicals. Each municipal department will coordinate the ordering of cleaning products and hazardous materials with the Public Works Director directly.

9.0 POLICY REVIEW

The Town of Georgia Selectboard will review the Town of Georgia Hazard Communication Policy on an annual basis at the yearly reorganization meeting and will update it as required.

Adopted by the Selectboard on April 13, 2026.

_____	Kellie Bosenberg, Chair
_____	Brian Dunsmore, Vice Chair
_____	Tammy Hardy, Selectboard Member
_____	Judith Nasca, Selectboard Member
_____	Carl Rosenquist, Selectboard Member



Town of Georgia
Injury Reporting, Medical
Treatment & Incident Review
Policy

Approved 28 October 2019

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3 Incident Review Procedures 2

1 Reporting Requirements

- 1.1.1 All injuries to employees that will be treated with first aid or actual medical treatment (from a healthcare provider) shall be reported to the supervisor/department head or other designated person immediately or as soon as practical – and in all cases no later than the end of the shift or call.
- 1.1.2 The employee and supervisor/department head will discuss and determine the need for first aid and/or medical treatment unless the need for treatment is obvious. This is intended to keep the supervisor/department head informed about the need for treatment so he/she can assist in coordinating medical care and gather required information for workers' compensation reporting purposes.
- 1.1.3 These initial injury/illness reports may be provided in writing, in person, by phone, by two-way radio, or by other appropriate means.
- 1.1.4 The employee shall participate and cooperate with the supervisor/department head or designee in the review of the injury/incident as described in section c (below).
- 1.1.5 If an employee voluntarily delays medical treatment or first aid for a work-related injury until sometime after the injury (including hours or days later), the employee shall promptly notify his/her immediate supervisor/department head as soon as he/she decides to apply first aid or seek medical treatment, and obtain medical treatment as outlined in section b (below).
- 1.1.6 If an employee refuses initial medical treatment, but at later time independently obtains treatment on his/her own using his/her own medical provider, he/she must notify the department head or supervisor at the first possible opportunity that medical treatment has been obtained. This will result in a referral to the designated medical provider identified in section b (below).
- 1.1.7 If the employee has been kept out of work for medical reasons due to the work-related injury, he/she shall report the expected absence as required by town of Georgia policy and provide written documentation from the treating medical provider indicating that the employee has been directed to remain out of work.

2 Medical Treatment

- 2.1.1 In cases where emergency medical treatment is required, the local ambulance/ems (or 911) shall be called, and the injured employee shall be taken to the appropriate emergency medical facility determined by ems personnel.
- 2.1.2 When non-emergency treatment is required outside of the designated medical provider's office hours, employees shall use either NMC walk-in clinic located at 927 Ethan Allen highway in Georgia. If NMC walk-in clinic is closed, please seek treatment at NMC in St. Albans.
- 2.1.3 In situations where an employee desires to see an alternate medical provider, he/she may do so after receiving the initial care as listed in this policy. A form 8 (of the Vermont workers' compensation division) must be used.

- 2.1.4 In all cases where medical treatment is obtained from a healthcare provider, the employee shall receive from the medical provider a completed work capability form to document the employee's current work abilities and any restrictions. An acceptable form is the Vermont department of labor form 20, or an equivalent that may be used by the healthcare provider. The department head or supervisor will provide a copy of an appropriate form to the employee upon request.

3 Incident Review Procedures

- 3.1.1 Upon receiving notice of a work-related injury as described above, the department head or supervisor shall complete an employee injury report and incident review form ("injury/incident form") with the injured employee. Paper copies of this form will be provided to all departments, and it may also be available online. <https://www.vlct.org/resource/injury-reporting-medical-treatment-and-incident-review-toolkit>
- 3.1.2 The purpose of this form is to gather facts about the incident, when it happened, its cause(s), any witnesses, etc. This information will be used first for filing a workers' compensation claim with PACIF and later to identify ways to prevent future injuries due to similar incidents.
- 3.1.3 Care shall be taken to avoid discipline-related issues during the incident review discussion between the department head or supervisor and the injured employee. Any warnings or other disciplinary actions shall take place separately from the incident review process.
- 3.1.4 Both the department head or supervisor and the injured employee shall sign the injury/incident form and attest to its accuracy.
- 3.1.5 The department head or supervisor and the injured employee shall complete the injury/incident form immediately if possible, but typically within 24 hours from the time of the initial incident. If extenuating medical circumstances prevent the employee from participating, the department head shall complete the form as soon as possible, using any and all information and assistance available.
- 3.1.6 It is important that (a) the claim be filed immediately, (b) only designated person(s) file the claim, and (c) the claim be filed with PACIF (not the state of Vermont).
- 3.1.7 All completed employee injury report and incident review forms shall be retained by the municipality and reviewed by the town administrator and the selectboard for completeness and monitoring of corrective actions if any were suggested.



Town of Georgia Property Disposal Policy

Approved 13 May 2020

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1 Definitions

- 1.1.1 Surplus Property: Any equipment, furniture, scrap, salvaged materials, or other tangible property that is no longer needed or used by the town, regardless of its existing condition or estimated value.
- 1.1.2 Determination of Value: A department wishing to dispose of surplus property will make a reasonable estimate of the current market value in "as is, where is" condition.
- 1.1.3 Valueless Property: Property determined by the Town Administrator to have a no value but could be of value to a member of the town.
- 1.1.4 Eligible Purchaser: Any public entity, non-profit organization, private organization or the general public is eligible to purchase surplus products unless otherwise noted in this policy.

2 Purpose

- 2.1.1 This policy establishes procedures for the disposition of property, other than real estate, which is surplus to the needs of the town.

3 Procedure

3.1 Surplus Item Identified

- 3.1.1 The town department responsible for property it wishes to declare surplus must provide the Town Administrator with a detailed written description of the subject property, its location, condition, and estimated value.

3.2 Reassignment of Assets

- 3.2.1 The Town Administrator will first determine if the asset can fill the need of another department within the Town. If it does the Town Administrator will reassign the property to the new department unless the property has a value greater than \$1,000. Property reassignments with a value of over \$1,000 must be brought to the selectboard for approval prior to reassignment.

3.3 Determination of value

- 3.3.1 If the Town administrator determines reassignment is not in the Towns best interest the responsible department will provide the Town Administrator an estimated value and a suggested method of disposal.
- 3.3.2 The value can be determined through an estimate, an official appraisal, an offer from another agency, Kelly blue book value or other sources available to the responsible department. If the department cannot determine a value, the Town Administrator will determine a reasonable market value.
- 3.3.3 If the Town Administrator determines that the property is valueless property, it can then be posted as free to town residents. This can be via a sign, the town website or both.

3.4 Methods of Disposal

- 3.4.1 Trade-in the property towards the cost of replacement equipment.
- 3.4.2 Post the property for sale to the general public using the Town website. Other posting sites maybe authorized by the Town Administrator.

3.5 Sealed Bid or Public Auction

- 3.5.1 The responsible department will be published on the Town website and at least one of the local newspapers, seven calendar days before the sale a notice setting forth a general description of the property to be sold, the day, time and location of the sale. The terms of all sales will be cash, check or money order in the amount of the full purchase price. In conducting an auction, the purchasing agent may contract with a professional auctioneer and allow a flat fee, hourly fee or percentage of the amount of the sale to be paid based upon the customary payment method for such auctioneering services.

4 Proceeds

- 4.1.1 The proceeds from the sale of any Town property, except for trade-ins and capital replacement sales, will go into the Towns General Funds.

**Town of Georgia
Ordinance Regarding
Street Naming & Street Addressing**

Section I – Purpose

In accordance with 24 V.S.A., sec. 2291 16 and 24 V.S.A. 4421 the Board of Selectmen of the Town of Georgia hereby establishes the following ordinance regarding: Street Naming & Street Addressing. The purpose for this ordinance is to help establish a more uniform street naming and street addressing system throughout the Town of Georgia. We believe that easily locatable addresses will have a number of beneficial results:

- It will enable emergency service to arrive at a scene faster.
- Deliveries will be easier to find.
- The U.S. Postal Service will soon stop Rural Route deliveries and require a street address.
- Visitors to our town will be able to find an address and know where they are in case of emergency.
- When the State of Vermont begins Enhanced 911 the Town of Georgia will be ready for it.

Section II – Street Naming

Every public street and road, and any private road serving more than two residential or commercial structures shall be assigned a name. A special committee, appointed by the Selectboard has completed this process.

In the future all new development must meet the guidelines of this ordinance.

Request for street or road names intended to be accepted as public highways shall be submitted to the Georgia Historical Society for recommended names. The Historical Society shall recommend a name or names having historical significance and submit them to the developer and Selectboard for approval. The developer may request additional names if desired. These recommendations will not be mandatory. The Georgia Selectboard shall have final decision for approval.

The Georgia Historical Society may make recommendations of names having historical significance for streets or roads, which will remain private, to the developer and Selectboard. These recommendations will not be mandatory. The Georgia Selectboard shall have final decision for approval. All road names must be a separate and distinct name. No two roads can have the same or similar sounding names. No new road can have any currently used name in the Town of Georgia. Road names must be reviewed for conflicts with adjacent towns where the Town of Georgia may share postal routes (zip codes).

The Georgia Board of Selectmen may change the names of the streets, both public and private within the Town of Georgia when necessary to promote public welfare and safety.

Section III – Administration

A uniform system of numbering properties and principal buildings is hereby adopted for use in the Town of Georgia.

New Structure. Prior to the issuance of a building permit, a developer or landowner shall furnish a plan showing driveway and building locations in accordance with this policy to the Town Planner/Zoning Officer (or other designated official) for approval and assignment of address. The designated official shall use an address already assigned under subdivision, if possible.

If, in the opinion of the designated official, the driveway location approved under subdivision cannot be used to physical site restrictions and or safety considerations they may approve a new location and assign a new address. The Road Commissioner may also require a change of location for the same reasons as above. Assignment of a new address

differing from that approved under subdivision will not require subdivision amendment, but may require filing of an "as built" plat.

At such time as the Town acquires property tax mapping the Listers shall be consulted in this process to maintain consistency.

Subdivision of land. With the filing of a Final Plat application, the developer shall provide the Planning Commission with a plan for street addressing and naming in accordance with this ordinance. Addresses and names will be assigned as part of subdivision approval. The addresses shown on the plan shall be considered final upon issuance of a Zoning Permit for the structure to be placed on the lot. The Planning Commission may require filing of an "as built" plat where changes have been made to the addressing plan as a result of issuance of Zoning Permits. Proposed names will be forwarded to the Selectboard and Historical Society as specified above for action and approval.

Section IV – General Numbering System Guideline

Roads to be given an official name by the Board of Selectmen shall be measured in increments of 5.28 feet from a designated starting point. Numbering should increase from the identified being point of the road and generally increase from south to north and east to west. Odd numbers shall be assigned to the **LEFT** side of the road and even numbers to the **RIGHT** side of the road.

The address shall be determined by measuring the distance (in feet) from the begin point of the road to the center of the driveway, dividing by 5.28 and rounding off for an even/odd designation. Example: center of drive is 1500' from begin point of road and on left-hand side of Mill River Road. $1500/5.28 = 284.09$, round off to 285 for odd number left-hand side of road. Address is 284 Mill River Rd.

All numbers shall be established based on front entrance from the front entrance from the street and or the center of the driveway (or in some cases the center of the structure).

All numbers shall be properly affixed on or near the front entrance or in some other manner visible from the street. The numbers must be easily legible figures not less than two inches (2") high and in a color contrasting to the building background. The United States Post Office requires correct, easily legible numbers, which are not obscured by anything. **The homeowner is responsible for the numbers on the house or unit.** If the house is not visible from the road it needs a number at the driveway visible from the road.

Failure to place numbers or placement of numbers not visible to emergency service providers may result in delays or inability to locate the site. The Town of Georgia, or any entity or organization providing emergency services on behalf of the Town of Georgia, assumes no responsibility or liability under such circumstances. Numbers shall be reserved to provide for future growth in property in all areas.

Section V – Definitions

APARTMENT HOUSE – A building, under one ownership, in which the rooms are arranged and rented as apartments. Apartment houses shall be numbered as follows: The apartment house shall be given on street number and each individual apartment shall be given an apartment number. For example, 21 Upper Handle Road, Apt. A, 21 Upper Handle Road, Apt. B.

RESIDENTIAL CONDOMINIUM COMPLEX – A building with individual separately owned unites in a multi-unit structure, usually with land owned in common. These shall be numbered as follows: each condominium road shall be given a road name and each condominium unit within the complex shall be given its own street number. For example: 2 Green Willow (Timber Creek Complex).

COMMERICAL COMPLEX – A building or buildings under one ownership used for commerce or industrial use, shall be numbered as follows: each building shall be given its own street number, and each unit shall be given its own unit or

suite number. For example: 111 Route 100, Suite 1. Where there are multiple roads in a complex, each named and each building given its own number. In the case of commercial condominiums each separately owned unit in the building should have a unit number and further leased/division should be given a letter. For example: 111 Route 100, Suite 1, Unit A.

COMBINED COMMERCIAL AND APARTMENT COMPLEX – A building or buildings used for commercial use, in which there are also apartments, shall be numbered as follows: each building shall be given its own street number; each commercial unit shall be given a respective unit or suite number and each apartment number a respective apartment number. At no time shall a unit or apartment be given the same numbers. For example: 58 Route 100, Unit 1 (first floor business) 58 Route 100, Apt. 3 (third floor apartment).

DUPLEX APARTMENT – An apartment with rooms on two floors and a private inner stairway, shall be numbered as follows: each building shall be given its own street number and each apartment within the building shall be given its own apartment number. For example: 3 Handle Road, Apt. A, 3 Handle Road Apt. B.

DUPLEX HOUSE – A dwelling consisting of two separate family units that is separated from the adjoining units by a wall that extends from ground to floor shall be numbered as follows: each family unit shall be given its own street number. For example: 5 Cooper Hill Road, 7 Cooper Hill Rd.

SINGLE FAMILY DWELLING – A detached one family house, shall be given its own street number. For example: 48 Higley Hill Rd.

SINGLE FAMILY UNIT WITH AN APARTMENT – A detached one family house with an apartment, shall be numbered as follows: each single family dwelling unit shall be given a street number and each apartment shall use that street number along with a respective apartment number. For example: 37 Cheney Brook Road Apt. A, 37 Cheney Brook Road, Apt. B.

Section VI – Street Signs

The Board of Selectmen, upon adoption of this ordinance, shall institute a program for the installation and maintenance of Street Name Signs in accordance with the names established by this ordinance. All signs shall be installed and maintained to the highest degree possible allowed by budget considerations.

Section VII - Enforcement and Penalties

- A) It shall be a civil offense to vandalize (steal, deface, destroy or damage) public signs within the Town of Georgia. Violations of this Section shall be a civil matter enforced in accordance with the provisions of 24 VSA Section 1974a and 1977 et seq. Each offense shall constitute a separate violation.
- B) Violations of this Section are subject to a penalty of \$250.00 for each offense. A waiver fee of \$150.00 shall be set for each offense.
- C) Appeals: Appeals may be taken in the manner set forth in 24 VSA Section 1974a and 1977 et seq.

Section VIII – Public Notice and Implementation

Public Notice: The Town of Georgia, Board of Selectmen shall make reasonable efforts to ensure that the public is notified of the existence of this Ordinance: Street Naming & Street Addressing.

The Town of Georgia shall ensure, through cooperative efforts with the United States Post Office, that each property owner is notified of the ordinance.

This Ordinance: Street Name and Street Addressing shall be:

- entered into the Selectman's minutes, and
- shall be posted in at least five (5) conspicuous places within the Town of Georgia, and
- the full text of the Ordinance or a concise summary of it published in a paper of general circulation not more than fourteen (14) days following the date specified below when this ordinance is adopted.

This Ordinance is hereby adopted by the Board of Selectmen of the Town of Georgia on this 27th day of September, 1998 and shall, unless a petition is filed as provided by law, become effective of the expiration of sixty (60) days after said date.

Citizens have the right to petition for a vote on this ordinance at an annual or special town meeting as provided in 24 V.S.A. § 1973.

Section IX – Severability

If any portion of this Ordinance and Amendments are held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance and Amendments shall not be affected

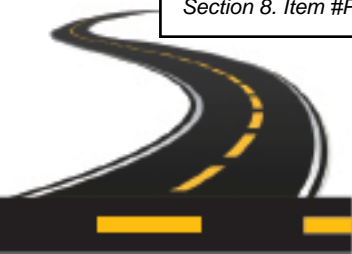
Kirk Waite, Chair
Eric Nye, II
Gerald Baitz
Peter Rainville
Colin Conger

Posted in five public places: Attest Judith W. Greene

Town Clerk's office
Center Market
Georgia Public Library
Gaudette's Market
East End Quick Stop

Concise Summary Published in Buyers Digest on 10/6/98

Effective date 11/27/98



STREET NAMING & ADDRESSING ORDINANCE

I. Authority

This ordinance is adopted by the Town of Georgia in accordance with 24 VSA § 2291(16), 24 VSA § 4421, and 24 VSA § 4463.

II. Purpose

The purpose of this ordinance is to establish a uniform system for naming roads and numbering buildings throughout the Town of Georgia to facilitate the location of properties by emergency services, postal and delivery services, and for other appropriate purposes.

III. Definitions

911 System

The set of networks, software applications, databases, components and operations & management procedures required to provide 911 service. This may include commercial, governmental, and human resources.

Addressing Systems

There are several different types of addresses noted in this document:

- Civic Address: Any city-style address that includes a house number and a street name is considered a Civic Address. Civic Addresses include a community name that may or may not be recognized by the United States Postal Service (USPS) or be MSAG valid. Civic Addresses may be used as Postal Address if recognized by the USPS. Civic Addresses may be used as MSAG addresses if they are an exact match to the MSAG address. A rural route delivery address or FPO or APO address is not considered a Civic Address.
- Postal Address: Address recognized and used by the USPS for delivery of mail. A Postal Address is frequently not a valid address for 911 purposes.
- Sub-Address: A component of a Civic Address that provides differentiation between features having a common street name and address number. For example: apartment, suite, or lot number.
- Grandfathered Addressing: This is an addressing scheme that was approved by the Board on initial Enhanced 911 implementation but does not follow the recommended 5.28 foot addressing scheme. For example, a grandfathered addressing system may calculate addresses at 50 feet or 100 feet per address.

Dispatchable Location

Consists of the civic location, plus additional information such as suite, apartment, or similar information to adequately identify the location of a potential 911 caller.

Emergency Service Number (ESN)

A 3-5-digit number that represents one or more ESZs (Emergency Service Zone).

Emergency Service Zone (ESZ)

A geographical area that represents a unique combination of emergency service agencies (e.g., Law Enforcement, Fire and Emergency Medical Service (EMS)) that is within a municipality. An ESZ is represented by an Emergency Service Number (ESN) to identify the ESZ.

Geographic Information Systems (GIS)

A system for capturing, storing, displaying, analyzing, and managing data and associated attributes which are spatially referenced.

Public Safety Answering Point (PSAP)

An emergency communications center capable of processing 911 calls.

Enforcement Officer

The person(s) authorized by the Selectboard and registered with the Vermont Judicial Bureau to enforce this ordinance.

E-911 Coordinator

The person(s) authorized by the Selectboard to administer this ordinance.

IV. Naming of Roads

All public roads shall be named. All private roads or driveways serving three or more lots shall be defined as a private road and be named. A driveway serving one or two lots shall be defined as a driveway and shall not require a name. Any future changes in a driveway increasing the lots served beyond the two lots will require the driveway to be upgraded to a private road, named and new addressing created by the E-911 Coordinator.

New private roads established via the Town’s subdivision process shall be named within the 180-day period following the final decision by the DRB and prior to the recording of the mylar and deeds required by the DRB.

V. General Numbering System Guidelines

Addressing of new streets and re-addressing of existing streets shall follow the Vermont Enhanced 911 Board Addressing Standards using a 5.28ft. increment with odd numbers on the left and even numbers on the right. The numbering of parcels, dwellings, and buildings shall proceed continuously from the beginning of the road. Multi-dwelling buildings which have direct road access will be numbered consecutively per the multi-dwelling numbering guide in the appendix of this document. Multi-unit dwellings located within a building and may not have direct road access will be numbered with a building number (83 Main Street) and a 3-digit unit number with the first digit representing the floor number (101,201,301).

VI. Posting of Designated Street Addresses

- A. The owner, occupant or person in charge of any house or building to which a number has been assigned will be notified by the E-911 Coordinator of the number and street name assigned to the building.
- B. Within 60 days of receipt of such notice, the owner, or occupant in charge of a house or building to which the number has been assigned, shall affix a number on or near the front door on the side of the house facing the road or driveway. In addition, a number shall be affixed to either the mailbox or a post installed at the driveway entrance on the main road, located at least 30 feet from the center of the road.
- C. Letters must be at least 3” in height and reflective.
- D. Posting must meet any additional requirements set forth in the Vermont Enhanced 911 Board Addressing Standards.

VII. New Structures

Prior to the issuance of any Zoning Permits, road naming and addressing must be completed and approved per this ordinance.

VII. Enforcement

Any Person who violates a provision of this civil ordinance shall be subject to injunctive relief and a civil penalty for each such violation. Each day the violation continues shall constitute a separate offense. The Enforcement Officer shall have authority to issue and pursue before the Judicial Bureau, or another court having jurisdiction, municipal complaints to enforce this Ordinance. An Enforcement Officer or the Town Attorney may dismiss or amend a municipal complaint in appropriate circumstances in accordance with law or court rules.

1. Waiver Fees

An Enforcement Officer is authorized to recover waiver fees, in lieu of a civil penalty, in the following amounts, for any person who declines to contest a municipal complaint and pays the waiver fee:

First Offense	\$100
Second Offense	\$200
Third Offense	\$300
Fourth and Subsequent Offenses.	\$400

Offenses shall be counted on a twelve (12) month basis, beginning January 1 and ending December 31 of each year. An Enforcement Officer shall have discretion, for good cause shown, to issue a written warning, without recovering a waiver fee, for any First Offense. In such instance, the written warning shall be counted as a First Offense for calculating the number of annual offenses.

2. Civil Penalties

An Enforcement Officer is authorized to recover civil penalties in the following amounts for each violation:

First Offense	\$200
Second Offense	\$400
Third Offense	\$600
Fourth and Subsequent Offenses.	\$800

Offenses shall be counted on a twelve (12) month basis, beginning January I and ending December 31 of each year. An Issuing Municipal Official shall have discretion, for good cause shown, to issue a written warning, without recovering a civil penalty, for any First Offense. In such instance, the written warning shall be counted as a First Offense for calculating annual offenses.

3. Other Relief

In addition to the enforcement procedure available under Chapter 59 of Title 24, the Municipal Officer is authorized to commence a civil action in a court of competent jurisdiction to obtain injunctive relief and/or to seek such other appropriate relief to enforce this Ordinance as is authorized by law.

IX. Severability

If any provision of this ordinance is deemed by a court of competent jurisdiction to be unconstitutional, invalid or unenforceable, that provision shall be severed from the ordinance and the remaining provisions that can be given effect without the severed provision shall continue in effect.

X. Effective Date

This Ordinance shall take effect on XXXX XX, 2025.

Adopted at Town of Georgia this day of 2026.

Kellie Bosenberg Chair _____

Brian Dusmore, Vice Chair _____

Judith Nasca _____

Carl Rosenquist _____

Tammy Hardy _____

Received and Recorded: _____

Town Clerk: _____

Cheryl Letourneau

Vermont Enhanced 911 Board
Addressing Standards
Version 3

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Version History – E911 Addressing Standards (Sections 1 – 11 only)	
Version	Notes
Original	Adopted January 1995
Version 2 – August 2012	Approved by the Board on 8/21/12
Version 3 – September 2022	Approved by the Board on 8/30/22

31 010 001. ADDRESSING STANDARDS

The Vermont 911 System requires dispatchable locatable addressing. This document was developed by the Enhanced 911 Board (Board) to provide municipalities with comprehensive locatable addressing standards that ensure compliance with Vermont’s 911 system requirements.

Existing addressing systems will continue to be supported; however, if the municipality chooses to either readdress their town or an individual road, or when new roads are created, or if the existing addressing has caused or has the potential to cause a delay in emergency response, the following standards must be adhered to.

Addressing situations may arise that are not covered in these standards. If this occurs, communities shall contact the Board office for assistance.

Section 1. Administering and Maintaining the Municipal Addressing System

- (a) Municipalities shall follow VT 911 Addressing Standards for: naming new roads; adding new roads; assigning numbers for address additions, removals, and redevelopment; updating the 911 maps; informing its emergency service providers and post office of new addresses; and informing new residents of their official physical address.
- (b) Municipalities shall immediately inform the Board office, in accordance with the *Municipal Government Enhanced 911 Maintenance Responsibilities* information sheet, of any new road names and structure numbers (see Appendix A).
 - When a request is made for an address assignment, the resident’s location shall be obtained, along with any identifying structures or landmarks that help to locate the structure or property requiring the address.
 - Requests should be handled within five business days, whenever possible. It is important to submit the address to the Board so the address can be posted during the construction phase for safety and deliveries. Many utilities will not move forward without a physical 911 address.
 - Addresses must be assigned by going to the location and taking linear measurements to the driveway with a third wheel, measuring tape, or Global Positioning System (GPS) device. Addresses must NOT be assigned by pacing the distance or using a vehicle odometer for the linear measurement.
- (c) Upon final approval of road names and numbers, the municipality shall send written notification – within 5 business days – to all affected property owners, the Board office, the United States Postal Service (USPS), and emergency service providers (see Appendix B).
 - Municipalities shall advise property owners of their responsibility to notify their residents of new addresses.
 - Municipalities shall coordinate with the USPS, as needed, to send written notification of address changes to all property owners of the addresses involved.
 - Municipalities shall inform the property owners/resident to update their telephone service providers with the new address change; this would include Voice over Internet Protocol (VoIP) and wireless services using Wi-Fi calling.

- (d) When a new address has been assigned and notifications have been completed, municipalities need to update their maps. Updates shall be sent immediately to the Board office in accordance with the *Municipal Government Enhanced 911 Maintenance Responsibilities* information sheet.
- (e) Municipal records shall be updated with new address information in accordance with [30 V.S.A Chapter 87 § 7056. Municipal cooperation; enhanced ANI/ALI capability.](#)
- (f) It is recommended that municipalities develop ordinances based on the requirements outlined in these standards (see Appendix E).

Section 2. Road Naming

- (a) Road names (not suffixes and/or directionals) shall be spelled out as per USPS addressing standards (USPS Publication 28).
 - Incorrect – North Pond Mdw Rd
 - Correct – N Pond Meadow Rd
- (b) There shall be no duplicate street names within a municipal boundary. Road naming between municipalities that include the same postal delivery area(s) shall require careful coordination between municipalities in order to prevent mail/parcel delivery confusion, as well as GPS and emergency response delays.
- (c) A named road shall be essentially continuous, without gaps or overlaps.
- (d) There shall be no identical and similar-sounding names – even if the suffix is different (e.g., BEACH ST and BEECH AVE; MAIN ST and MAINE ST; DOVE HILL LN and DOVE LN; FLOWER DR and FLOUR DR; or BEACH ST and PEACH ST).
- (e) Non-traditional road name spellings should be avoided whenever possible.
- (f) Use of directional or suffixes to distinguish separate, non-contiguous streets (e.g., PALM CT, PALM AVE, PALM ST, N PALM CT) are not permissible.
- (g) Special characters must not be used.
- (h) Streets within multi-structure complexes (e.g., business/college campus, multi-unit apartment/housing complex) shall be named and each structure individually addressed with a unique number.
- (i) Streets within mobile home parks or campgrounds shall be named and each lot or locatable structure/site individually addressed with a unique number based on the approved addressing increment.
- (j) Road names should be assigned based on traffic patterns. Road networks are often like stream networks, with main stems of high traffic volume, and tributaries with less traffic. Where a road forks into two roads, the fork with the higher traffic volume should continue with the same name; the other segment of the fork must have a new road name.
- (k) The name of a road or street that has a historical reason for having its name should retain its name provided it meets all other addressing criteria.
- (l) When/where readdressing is necessary, the street that has the largest number of houses on it, and thus would require the most effort to coordinate with residents, shall retain its name. (see *Section 11. Readdressing*)
- (m) When/where readdressing is necessary the name of the street that is used for the longest distance or is most heavily travelled should be kept. (see *Section 11. Readdressing*)

- (n) Road names shall only change where there is a substantial intersection (i.e., 90-degree turn with stop sign, two or more road segments intersecting that angle in any direction, or at town boundaries – see Appendix F).
- (o) The street that has had its name for the longest period of time should retain its name.
- (p) There is no need for street/road names to correspond with official town highway numbers.
- (q) State and U.S. highways shall be assigned their highway names, with the format of the highway type (“US Route” or “VT Route”). Examples of locatable addresses include “447 US Route 2” or “1550 VT Route 100B”.
- (r) If a local name is already in use for a U.S. or Vermont highway (e.g., Main St.), it can maintain the local name as its official name. To avoid confusion, local names shall only be assigned to US and Vermont highways in towns where the highway appears to be, and functions as, a local road. Generally, the official highway name is preferred.
- (s) Every road must have a single, official name for Enhanced 911 purposes. Many Vermont roads are known by alternate road names. If desired, the municipality can note alternate common road names in its official list of road names.
- (t) For roads that have a middle section that is little-used or seasonally impassable there are several options:
 - Assign a single name to the road and number the road sequentially starting at the more traveled end. This option is recommended when the middle section is passable and used for most of the year.
 - Assign different names to each end of the road and choose a point in the middle of the impassable section where the name changes. This option is appropriate only if the middle section is truly impassable. Each road’s numbering would start from its intersecting road (where most or all traffic originates) and end at the middle point.

Section 3. Street Suffix Abbreviations

Every official road name shall have a corresponding standardized suffix that is in accordance with the USPS standards (see Appendix C).

Section 4. Driveways and Private Roads

When assigning a new road name to a private road, every attempt shall be made to encourage property owners accessed along the private road to join the naming process.

Standards for Driveways and Private Roads

- (a) A shared driveway of any length having three or more developable lots on it shall be defined as a private road. All structures on the new private road shall be readdressed according to Section 5 & 6. Private roads shall be named as per Section 2.
- (b) A driveway having one or two addresses on it may be defined as either a driveway or as a private road if there is potential for future development.
- (c) Signage of private roads shall be determined by the municipality in accordance with the most recently issued Vermont Agency of Transportation’s *The “Orange Book” A Handbook for Local Officials* (<https://vtrans.vermont.gov/content/orange-book>). Signage must be posted and consistent with other town road signs.

- (d) Private roads shall generally be named distinctly from public roads to avoid any misconceptions or confusion, except where the continuation/extension of a public road name to a private road is logical (see Appendix F).
- (e) It is recommended that private roads only be added when there is a logical need, such as when development is planned or occurring.

Section 5. Numbering/Measuring Increments

The measuring increment is the distance between successive structure numbers. For an increment of .001 miles (5.28 feet), structure number 1000 would be one mile down the road. Because even-numbered structures are on one side of the road, an interval of .001 miles allows structures on the same side of the road to be 10.56 feet apart. The addressing coordinator must use a measuring wheel or GPS device that can give an accurate measurement. A car odometer or pacing the distance is NOT an acceptable measurement method for assigning an address. The Board office is also available to assist with measurements.

From the effective date of these standards forward, the Board requires that municipalities adopt a frontal interval addressing system of 1/1000th of a mile (5.28 feet) when addressing or readdressing roads. The addresses must be assigned based on the distance along the road to the driveway access of the structure. This interval is required because:

- The address is easily converted to the distance along a road (e.g., 708 Smith Street is .708 miles from the beginning of the road).
- Only very rarely would a road be long enough (5 miles) to have numbers greater than 4 digits (9999).
- It allows for future development as there are 500 possible even addresses and 500 possible odd addresses per mile that can be assigned.
- The interval is short enough for more urban areas and mobile home parks.
- Many municipalities in Vermont that did not use this addressing interval during the initial addressing endeavor have already had to readdress to accommodate unforeseen development.

Board approved addressing increments other than the 5.28' – including grandfathered addressing schemes – must be maintained. Grandfathered addressing must, at a minimum, meet the basic addressing requirements. This would include even numbers on one side of the road and odds on the other, and addresses must be consecutive on both sides of the road. Addressing must be unique to each structure with no duplication of numbers. ***If the approved addressing system is no longer sustainable, the 5.28' increment must be used (see Appendix F).***

Section 6. Assigning Numbers

- (a) The locatable address shall consist of a number, a street name, and location information (sub-address information), if applicable. A building/common place designation or vanity address cannot be used as a substitution for a street name.
- (b) Official street numbers shall proceed from a logical point of origin and shall be in proper numerical sequence in relation to other lots with frontage on the same street/road.
For most roads there is a logical start point at which addressing should begin (at zero), generally at the section of the road which connects to a larger traffic artery. Numbering should begin at the

section where emergency responders are most likely to enter the road, so numbers will be ascending as responders search for a location.

When there is no obvious section with greater traffic flow, the start point shall be selected at the end that is closer to the town center, or at the end which is otherwise the logical “zero” point for addressing. Note that whatever method is selected shall be applied consistently within the municipality. For addressing that continues across town boundaries see section 7.

- (c) Odd numbers shall be assigned to structures on one side of the street and even numbers to structures on the other side of the street. Towns shall make sure to choose that one side of the road will always be odd and the other side will always be even (e.g., odds always on left and evens always on right) to avoid any possible confusion addressing/readdressing in the future. Note that whatever method is selected shall be applied consistently within the municipality. The majority of Vermont addressing uses even addresses on the right and odd addressing on the left – this is the preferred addressing scheme.
- (d) Numbers shall be assigned to all structures which are inhabited or frequented by the public which have or may have any type of phone service including wireless (e.g., trail head kiosks, camps, communication towers, accessory barns, homes and businesses, etc.).
- (e) Corner lots shall be assigned a number according to the access point/driveway or based on 2-3 of the following guidelines to define the correct address (see Appendix F):
 - Is there a sidewalk?
 - Is there a walkway from sidewalk to front door?
 - Does the front of the building face the road?
 - Would responders impede traffic by responding to that road, or would they go to the parking lot?
 - Does the topology impede the visibility of the structure?
- (f) The logical grammatical order of address elements shall follow USPS conventions: street number, pre-directional, primary street name, suffix, post-directional, and location, if any (e.g., 100 W MAIN ST SE APT 201).
- (g) Multi-unit structures (apartment buildings, condos, etc.) shall be given one primary number per building (e.g., 111 MAIN ST) and apartments or suites shall be given numbers or letters as location indicators (e.g., 111 MAIN ST APT A, or 111 MAIN ST APT 1). A building with one entrance shall have one address. Condo style buildings sharing walls but having individual distinct entrances shall be individually numbered (see Appendix F).
- (h) Address numbers should not be longer than six digits.
- (i) Fractional addressing (e.g., 101 ½ MAIN ST) is not permissible.
- (j) The same numerical address shall not be assigned to multiple structures (e.g., 100 MAIN ST & 100B MAIN ST). Individual structures must be numbered with a unique numerical address even if they share the same parcel (e.g., 100 MAIN ST & 102 MAIN ST).
- (k) Hyphenated address numbers (e.g., 41-656 BELL ST) are not permissible.
- (l) Zero (0) or leading zeros shall not be used in addresses or location designations. (e.g., 0145 MAIN ST or 0 CENTER ST or 2 OAK LN APT 017).

Section 7. Sub-Addressing – Assigning Apartment, Unit and Suite Numbers

Note: This section was added in September 2022 and only applies to new developments and re-developments moving forward.

When assigning apartment, unit or suite numbers, it is important to take into consideration the flow of traffic, including how a responder might respond to that location. Please consult with your local responders.

If there is a hallway separating units on either side, there must be an internal odd/even scheme. If there is a single line of rooms they must be assigned consecutive designations in the direction of travel.

Assignments must be logical and not bounce around.

Below is the breakdown of required Room Number, Apartment, Unit, and Suite use cases:

- Hotel Room Number Style – This would apply to business locations that have more than one floor: 1-99 in basement, 100-199 for the first floor, 200-299 for the second floor, and so on.
- Suites should be used for commercial buildings.
- Units are either Commercial or Residential, but mainly used for mixed-use buildings.
- Apartment shall only be used for residential buildings.
- Room naming could also be included for use in logical locations. For example, a school or hotel lobby, library, kitchen or elevator.
- Alpha numeric unit assignments must not be used (A 100 is not valid, but 100 A is).

A complete list of USPS approved unit designators can be found in *USPS Publication 28, Postal Addressing Standards* – https://pe.usps.com/text/pub28/28apc_003.htm.

Section 8. Standards for Road Naming & Numbering Between Neighboring Towns

- (a) If names of non-contiguous streets are duplicated between towns, or between town and village, the numbering shall not overlap (e.g., 16-628 HIGH ST, Barton & 1-21 HIGH ST, Orleans). This is especially an issue where mail delivery in one town is performed by a post office in another town. In such a case, every effort shall be made to avoid using the same street names. If this is not possible, every effort must be made to avoid duplicate house numbers.
- (b) When neighboring towns agree to keep the same name of a connecting road running between towns, the measuring and numbering shall be continuous from one town to the next (e.g., 7-1780 Keiser Pond Rd, Peacham & 2072-3837 Keiser Pond Rd, Danville).
- (c) Numbering along US and State Highways shall follow the same rules for other named roads passing between towns. For long highways spanning many towns, it may not be practical to use sequential numbering from end-to-end. However, for a highway spanning just two or three towns the numbering will ideally be sequential for the full length of the highway. Optimal numbering along roads or highways requires coordination with the neighboring towns to prevent any possible overlapping addresses.

Section 9. Road Signage

Naming and mapping roads are among the first steps in an addressing or readdressing process. Placing road signs is one of the final tasks. To assist both emergency service personnel and the general public, signs

must be posted, visible, and maintained in accordance with the most recently issued Vermont Agency of Transportation’s *The “Orange Book” A Handbook for Local Officials* (<https://vtrans.vermont.gov/content/orange-book>).

Section 10. Displaying Address Numbers

Emergency responders often have difficulty finding locations that do not have a clearly posted address. This may potentially cause critical delays in response times. Structures in cities are much easier to mark than those in rural areas where the structures are often obscured by trees or are so far off the road as to not be visible. To ensure that all house numbers are visible, it may be necessary to make special provisions for posting numbers in rural areas. Listed below are the Board’s standards for displaying address numbers:

- (a) Address numbers must be a minimum of 3 inches high, 2-1/2 inches wide and reflective.
- (b) A number shall be placed on the front of every addressed structure.
- (c) Mailboxes shall be marked with the house number. Where mailboxes are not in front of the house or structure to be marked, a number shall be displayed on the structure, if it is visible from the road.
- (d) If the structure is not visible and no mailbox is beside the driveway leading to the structure, a sign or number post shall be erected to display the number. This sign or number post could display the number either vertically (from the top) or horizontally (from the left).
- (e) Shared driveways shall be marked both at the beginning of the driveway and where the driveway splits to each specific structure.
- (f) In Vermont, it is very important that the address number be placed high enough that it will not be obscured by snow during an average winter.

It is important to note that the municipalities have the legislative authority to require their residents to post their addresses. This is highlighted in 24 V.S.A. § 2291 (16).

Section 11. Readdressing

It is much easier to complete a measured readdressing project if road naming activities are completed BEFORE house numbering begins. During the road renaming and renumbering process for large readdressing projects, the Board recommends that the municipality declare a moratorium on road name changes until the addressing conversion process is complete (see Appendix D).

STATUTORY AUTHORITY: 30 V.S.A. § 7053

EFFECTIVE DATE: April 17, 1995, Secretary of State Rule Log # 95-28

AMENDED: March 2011 (Renumbered from 30 020 001)

Appendix A
**Maintenance Responsibilities &
Municipal Coordinator Checklist**

Municipal Government Enhanced 911 Maintenance Responsibilities

Updated 26 September 2022

Vermont's 911 System is only as good as the information or data behind it. The Vermont Enhanced 911 Board (Board) depends heavily on each coordinator to be the liaison on all 911 database and mapping needs. Without your ongoing efforts as a Municipal 911 Coordinator, the System cannot work as designed. We need your assistance in maintaining the most accurate locatable information possible. The data you have provided over the last 20-plus years has saved millions of dollars in property damage and more importantly has saved many lives of residents and visitors to Vermont. We cannot do this without you.

Municipalities are required by law (30 V.S.A. §7056 (a)) to maintain the following in Accordance with the Board-approved 911 Addressing Standards:

1. Municipal 911 Coordinator – appointed by the Select Board – to be a liaison to the Board on all database and mapping maintenance issues.
2. Municipal address system - increment, odd/even, direction of numbering, road naming.
3. Municipal 911 Map - submit to the Board map updates for any changes to addresses and/or roads as they occur.
4. Emergency Service Zone (ESZ) database and associated emergency service provider information.

The person appointed by the Select Board to be the Municipal 911 Coordinator should possess basic math and map reading skills and be comfortable talking to people.

Maintenance Guidelines

1. Addressing System

Wherever possible, implement an addressing maintenance system that utilizes an existing process (permits for driveway, curb cuts, construction, subdivision, etc.).

When a request for a new address is made, obtain an approximate location along with identifying structures or landmarks. Many municipalities use a measuring wheel to measure from an existing driveway to the new driveway and use that measurement to calculate the new address.

Requests for an address assignment should be handled the same day, whenever possible.

We recommend that the municipality notify, *in writing*, the Board office, the property owner, the post office and emergency service providers of any new address sites and/or roads.

Keep your maps current. We recommend that communities have one set of paper maps and make changes on an “as occurred” basis in red pen. Some local 911 Coordinators recommend marking the date the change was made, too.

2. Municipal 911 Map

Public Safety Answering Points (PSAPs) rely heavily on their map displays to locate emergencies. Therefore, it is imperative that the municipality keep their maps up to date by doing the following:

- Submit to the Board, as they occur, updates to addresses/and or roads using the *GIS (Geographic Information System) Update Form* or *web map editor* (<https://e911.vermont.gov/forms-and-publications>) so that it can be updated on each PSAP's map displays;
- Fill out the *GIS Update form* completely: include a comment and/or site type description, and number of units within building and indicate the map book page and check the box that indicates the type of change;
- Mark on the map book page or web map the approximate structure locations and indicate the address that was assigned by the town to that site and the date the assignment was made;
- Draw on the map book page the approximate location of a new road;
- Send a photocopy of the marked-up map book page along with the *GIS Update Form*.

3. Mapping or Geographic Information Systems (GIS) Database

Utilities use this database to ensure that an address provided by a customer requesting service is located within the municipality he/she lives in. Board staff can work with you to incorporate these changes onto the 911 maps, if you have not already followed the procedure outlined above.

Towns should update the mapping database as changes occur. The Board will send each municipality an updated map book for review and verification each year as part of the annual review.

4. Emergency Service Zone (ESZ) Database

The ESZ database information must be updated *immediately* when:

- Primary providers of police, fire or emergency medical service (EMS) change;
- Dispatching arrangements for those services change;
- Emergency telephone numbers for police, fire or EMS dispatch services change;
- Geographical jurisdiction of primary police, fire or EMS services changes.

Contact the Board prior to any change made to the ESZ Database to ensure that the change will not impact 911 call handling and delivery of emergency response. Then mark ESZ changes on the municipal 911 atlas and send it along with a completed *ESZ Update Form* (<https://e911.vermont.gov/forms-and-publications>) to the Board.

Forms and instructions are also available by calling the Board's offices at 1-800-342-4911. Call anytime for help filling out the forms.

Once a year, the Board will send each municipality a printout of their ESZ information (listing their emergency service numbers (ESNs) and corresponding Emergency Service Providers) for review and verification.

E911 Coordinator Responsibilities Checklist

Updated 26 September 2022

For E911 Coordinator training and/or review, please do not hesitate to contact us at:

Enhanced 911 Board
6 Baldwin Street
2nd Floor
Montpelier, VT 05633-7960
(802) 828-4911 or 800-342-4911 (VT only)
(802) 828-4109 (fax)
e911.database@vermont.gov

Site/Building Addition or Change

- Determine distance (a measuring wheel works best) to center of new curb cut/driveway and calculate new site address using the *New Address Calculation* worksheet.
- Enter all changes (including address, site type/description, and unit counts for locations with more than one unit) into the web map change request interface, or complete a *GIS Update* form and send it to the E911 Board along with a copy of the corresponding atlas page with the new site location clearly marked.
- Please notify appropriate parties of the changes made (e.g., property owner(s), Post Office, Emergency Service Agencies, telephone companies, road crew, etc.).

Road Addition or Change

- Enter all changes into the web map change request interface or complete a GIS Update form, along with a copy of the corresponding atlas page with the new/updated road information clearly marked, and send to the E911 Board.
- Please notify appropriate parties of the changes made (e.g., property owner(s), Post Office, Emergency Service Agencies, telephone companies, road crew, etc.).
- A shared driveway with three or more sites must be changed to a named private road (with confirmation of a name through the selectboard) and re-addressed. Note – existing addresses must be recalculated following the instructions above.

Emergency Service Zone (ESZ) Addition or Change (e.g., primary emergency responders for police, fire or EMS services change; dispatching arrangements for those services change; emergency telephone numbers or geographical jurisdiction of police, fire or EMS services change.)

- Notify the E911 Board in advance of any changes to emergency service providers or emergency phone numbers.
- To create a new ESZ or Change a provider for an existing ESZ, complete a ESZ worksheet and submit it to the E911 Board along with the required documentation described on the form. To change the coverage area of an existing ESZ within town boundaries, complete a GIS update Form along with a copy of the atlas sheet showing the new boundary to the E911 Board.

Annual (Automatic Line Information) ALI and GIS Review

The ALI Audit and GIS Review are used to resolve discrepancies in your town’s E911 data; they are sent to E911 Coordinators yearly.

- ALI Audit – Automated comparison of the addresses in the Telephone Number (TN) Database to the town’s GIS data.
- GIS or Map Audit – Review of all existing town road names, addresses on the road, and ESZ assignments to each range.
- ESZ/ESA – Review of each town’s ESZs and their corresponding Emergency Service Agencies.

Review TN Database Periodically for Accuracy

- E911 Coordinators may request a complete Telephone Number (TN) list for their town from the E911 Board for the purpose of review and correction of records in the TN database only. This listing is strictly confidential; a written, signed request acknowledging confidentiality is required to obtain this listing.

Other

Visit our website (<https://e911.vermont.gov/>) for further information on:

- E911 Viewer & E911 Responder (web map apps that can be downloaded to your computer, tablet, or smartphone)
- Municipal E911 Coordinator Contact Listings
- E911 Coordinator Forms (GIS Update, ESZ Worksheet, etc.)
- Submitting additions/changes electronically through our NEW Web Map Change Request option. Contact our office to request training!

Appendix B
Address Notification Letter Samples

Sample Letter – New Address Notification (should be printed on town letterhead)

Date

Property Owner
Address
Town, VT, Zip

RE: Assignment of E911 Locatable Address

Dear Property Owner:

Towns in Vermont are responsible for the assignment of property addresses for emergency purposes.

Your property on (insert street name here) has been assigned the following address:

Address # & Street Name
Town, VT, Zip

Please note: This address change will take longer to update in other applications and services. For example: UPS, FedEx, Google maps, Amazon, etc.

If you have any questions don't hesitate to contact me at: (insert municipal contact info here)

Sincerely,

Municipal Contact Name
Title

cc: Enhanced 911 Board
United States Postal Service
Emergency Service Providers

Sample Letter – Change of Address (should be printed on town letterhead)

Date

Property Owner
Address
Town, VT, Zip

RE: Change in E911 Locatable Address

Dear Property Owner:

Towns in Vermont are responsible for the maintenance of property addresses for emergency purposes.

Due to (insert reason for addressing change here) the 911 address for your property has been changed:

Current Address

Address # & Street Name
Town, VT, Zip

New Address

Address # & Street Name
Town, VT, Zip

Please note: This address change will take longer to update in other applications and services. For example: UPS, FedEx, Google maps, Amazon, etc. For more information see *Frequently Asked Questions* on the Vermont Enhanced 911 Board site at: <https://e911.vermont.gov/>.

If you have any questions don't hesitate to contact me at: (insert municipal contact info here)

Sincerely,

Municipal Contact Name
Title

cc: Enhanced 911 Board
United States Postal Service
Emergency Service Providers

Appendix C

USPS Suffix Listing



Publication 28 - Postal Addressing Standards

Appendix C

C1 Street Suffix Abbreviations (formatted for insertion in E911 Addressing Standards document)

The following table lists examples of suffix forms that are primary street suffix names and recommended official Postal Service standard suffix abbreviations.

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
ALLEY	ALY
ANNEX	ANX
ARCADE	ARC
AVENUE	AVE
BAYOU	BYU
BEACH	BCH
BEND	BND
BLUFF	BLF
BLUFFS	BLFS
BOTTOM	BTM
BOULEVARD	BLVD
BRANCH	BR
BRIDGE	BRG
BROOK	BRK
BROOKS	BRKS
BURG	BG
BURGS	BGS
BYPASS	BYP
CAMP	CP
CANYON	CYN
CAPE	CPE
CAUSEWAY	CSWY
CENTER	CTR
CENTERS	CTRS

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
CIRCLE	CIR
CIRCLES	CIRS
CLIFF	CLF
CLIFFS	CLFS
CLUB	CLB
COMMON	CMN
COMMONS	CMNS
CORNER	COR
CORNERS	CORS
COURSE	CRSE
COURT	CT
COURTS	CTS
COVE	CV
COVES	CVS
CREEK	CRK
CRESCENT	CRES
CREST	CRST
CROSSING	XING
CROSSROAD	XRD
CROSSROADS	XRDS
CURVE	CURV
DALE	DL
DAM	DM
DIVIDE	DV

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
DRIVE	DR
DRIVES	DRS
ESTATE	EST
ESTATES	ESTS
EXPRESSWAY	EXPY
EXTENSION	EXT
EXTENSIONS	EXTS
FALL	FALL
FALLS	FLS
FERRY	FRY
FIELD	FLD
FIELDS	FLDS
FLAT	FLT
FLATS	FLTS
FORD	FRD
FORDS	FRDS
FOREST	FRST
FORGE	FRG
FORGES	FRGS
FORK	FRK
FORKS	FRKS
FORT	FT
FREEWAY	FWY
GARDEN	GDN

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
GARDENS	GDNS
GATEWAY	GTWY
GLEN	GLN
GLENS	GLNS
GREEN	GRN
GREENS	GRNS
GROVE	GRV
GROVES	GRVS
HARBOR	HBR
HARBORS	HBRs
HAVEN	HVN
HEIGHTS	HTS
HIGHWAY	HWY
HILL	HL
HILLS	HLS
HOLLOW	HOLW
INLET	INLT
ISLAND	IS
ISLANDS	ISS
ISLE	ISLE
JUNCTION	JCT
JUNCTIONS	JCTS
KEY	KY
KEYS	KYS
KNOLL	KNL
KNOLLS	KNLS
LAKE	LK
LAKES	LKS
LAND	LAND
LANDING	LNDG
LANE	LN

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
LIGHT	LGT
LIGHTS	LGTS
LOAF	LF
LOCK	LCK
LOCKS	LCKs
LODGE	LDG
LOOP	LOOP
MALL	MALL
MANOR	MNR
MANORS	MNRs
MEADOW	MDW
MEADOWS	MDWS
MEWS	MEWS
MILL	ML
MILLS	MLS
MISSION	MSN
MOTORWAY	MTWY
MOUNT	MT
MOUNTAIN	MTN
MOUNTAINS	MTNS
NECK	NCK
ORCHARD	ORCH
OVAl	OVAl
OVERPASS	OPAS
PARK	PARK
PARKS	PARK
PARKWAY	PKWY
PARKWAYS	PKWY
PASS	PASS
PASSAGE	PSGE
PATH	PATH

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
PIKE	PIKE
PINE	PNE
PINES	PNES
PLACE	PL
PLAIN	PLN
PLAINS	PLNS
PLAZA	PLZ
POINT	PT
POINTS	PTS
PORT	PRT
PORTS	PRTS
PRAIRIE	PR
RADIAL	RADL
RAMP	RAMP
RANCH	RNCH
RAPID	RPD
RAPIDS	RPDS
REST	RST
RIDGE	RDG
RIDGES	RDGS
RIVER	RIV
ROAD	RD
ROADS	RDS
ROUTE	RTE
ROW	ROW
RUE	RUE
RUN	RUN
SHOAL	SHL
SHOALS	SHLS
SHORE	SHR
SHORES	SHRS

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
SKYWAY	SKWY
SPRING	SPG
SPRINGS	SPGS
SPUR	SPUR
SPURS	SPUR
SQUARE	SQ
SQUARES	SQS
STATION	STA
STRAVENUE	STRA
STREAM	STRM
STREET	ST
STREETS	STS
SUMMIT	SMT
TERRACE	TER

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
THROUGHWAY	TRWY
TRACE	TRCE
TRACK	TRAK
TRAFFICWAY	TRFY
TRAIL	TRL
TRAILER	TRLR
TUNNEL	TUNL
TURNPIKE	TPKE
UNDERPASS	UPAS
UNION	UN
UNIONS	UNS
VALLEY	VLV
VALLEYS	VLYS
VIADUCT	VIA

Primary Street Suffix Name	USPS Standard Suffix Abbreviation
VIEW	VW
VIEWS	VWS
VILLAGE	VLG
VILLAGES	VLGS
VILLE	VL
VISTA	VIS
WALK	WALK
WALKS	WALK
WALL	WALL
WAY	WAY
WAYS	WAYS
WELL	WL
WELLS	WLS

April 2010
PSN 7610-03-000-3688

Appendix D

Readdressing Checklist

Municipal Readdressing Process – Tasks and Timeline

Updated September 2022

The timelines noted below are fluid and subject to change.

1. A determination is made that readdressing is needed. This may come from the municipality or the Enhanced 911 Board (Board) office. In accordance with the addressing standards all readdressing needs to follow the 5.28’ increment.
2. The Board staff will meet with the municipality to review the scope of readdressing needs. If readdressing requires a road name change, approval would be needed by the select board or designated municipal authority. (up to four weeks)
3. If necessary, the Board staff conducts fieldwork to capture sites and roads that need to be readdressed. Board staff can assist to generate the new addresses based on the 5.28-foot increment. (up to four weeks)
4. The Board staff obtains an initial extract of all the telephone numbers in the ALI database impacted by the new address information. The Board staff will provide a listing of old and new addresses to the municipality for approval. (Please note: The extract will only include those records that are within the Vermont ALI database. Companies like Comcast, Charter, Bandwidth, and other VoIP providers, manage their records separately and the Board does not have access to them.) (up to four weeks)
5. The municipality gives final approval on addressing information, and if there are any changes they must be provided to the Board. (one week)

The town must draft and approve an address notification letter and define an effective date. The letter must be approved by the USPS if the letter is being sent out jointly. (one week)

6. The postmaster reviews address information as a paper printout and compares the addresses to all delivery routes to ensure they are efficient as to delivery of mail. If conflicts arise, they need to be resolved between the town and USPS. If changes to the addresses are required, then they must be sent to the Board so they may be updated on the Enhanced 911 maps. (one week)
7. The postmaster completes and sends the USPS edit sheets to the Address Management System (AMS) in Portland, ME. Addresses will be entered into the National Address File and each address will be assigned a zip-plus-four code. The postmaster that has the most deliveries to a town needs to take the lead on completing the edit sheets with the new address information. Please note: The AMS is used to update addresses with the USPS only and is not used to update addresses in the E911 Database. (8 – 16 weeks)
8. Once that postmaster has confirmed that the addresses are loaded in the AMS, the postmaster shall notify the town selectboard in writing. The town then notifies the Board. (one day)

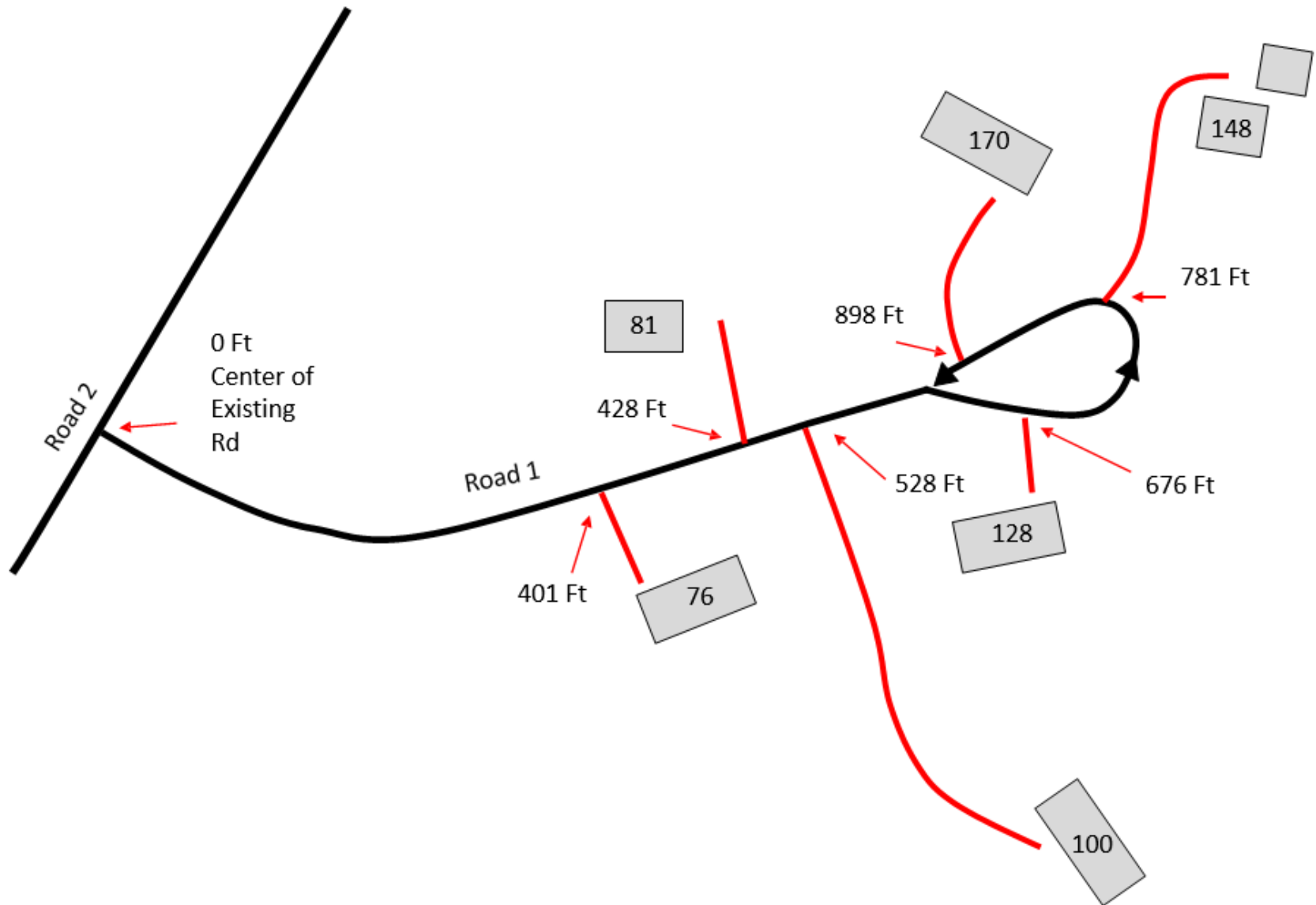
9. Board staff notifies all the phone companies that currently have records in the ALI Database for the town that upcoming significant changes will be made to the MSAG and ALI records due to address changes. Board staff will also notify VoIP & Wireless carriers that provide service in that area that are not managed in the ALI database. (one day)
10. Board staff identifies the MSAG updates needed to accommodate the new addresses (new road ranges may also need to be added to the MSAG). Board staff will submit all necessary MSAG update requests to the DBMS Provider. (one day)
 - a. Adding new roads – Build the new road in the GIS data and add the theoretical ranges, (all possible addresses based on the increment), to the actual ranges.
 - b. Readdressing an existing road – Update actual ranges in the GIS data with the theoretical ranges for the new addressing increment.
 - c. Road name change – This would require a manual MSAG record to be created to accommodate the new road name and range. In this scenario, Board staff would alert DBMS provider via email, DBMS provider would make the changes in the MSAG AND fix all ALI records immediately, they would then inform the carriers to let them know they need to make the same changes. (Put in the new MSAG record, move the associated ALI records to the new, delete the old MSAG record. Nothing goes into ALI error.)
11. The town mails the address notification letters to all property owners using official town letterhead. The town is responsible for the cost of postage. (three weeks)
12. The town must closely coordinate the timing of the mailing of address notification letters with Board staff so that the GIS data, MSAG and records in the ALI Database are updated as simultaneously as possible.
13. Board staff obtains a second extract of all telephone records in the ALI database impacted by the new address information. The extract will be reviewed to determine if there have been any service order updates since the initial extract to identify any additional database changes needed. Board staff will submit all necessary TN change requests (TNCRs) to the ALI database. The DBMS provider will then refer these changes to the appropriate TSP(s) who shall submit service orders to update each TN record in the 911 Database as requested. (one week)
14. Board staff confirms that all ALI Database record changes have been performed by the phone companies, prior to MSAG ranges being modified. Ranges which had to be adjusted to accommodate both old and new addresses during the updating process will be readjusted to reflect the actual low and high address number. (three days)

To avoid confusion during emergency response, it is strongly recommended that the town supply all property owners with new address numbers so the old addresses can be immediately removed.

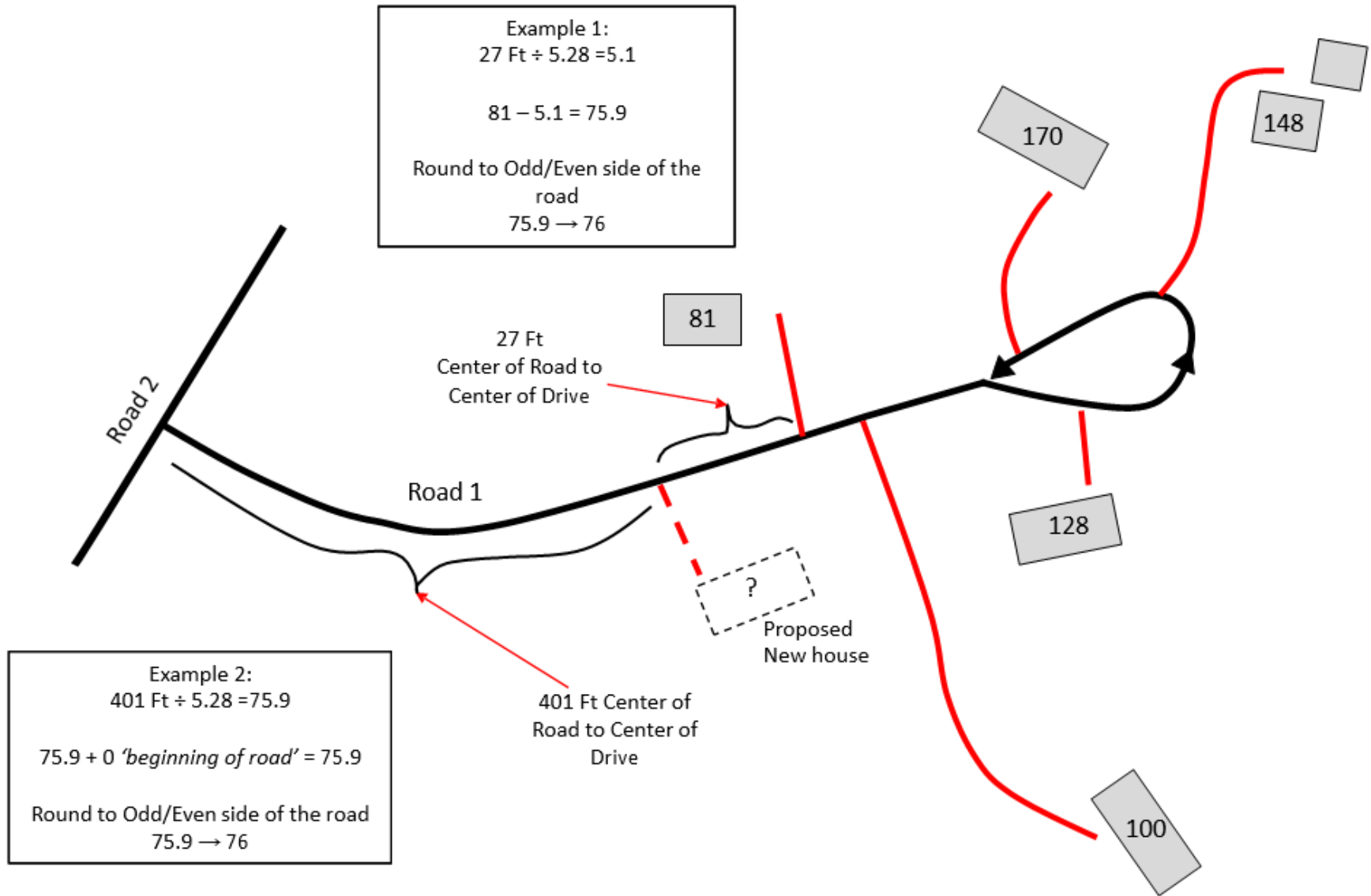
Appendix F

Numbering Examples

Numbering a New Road

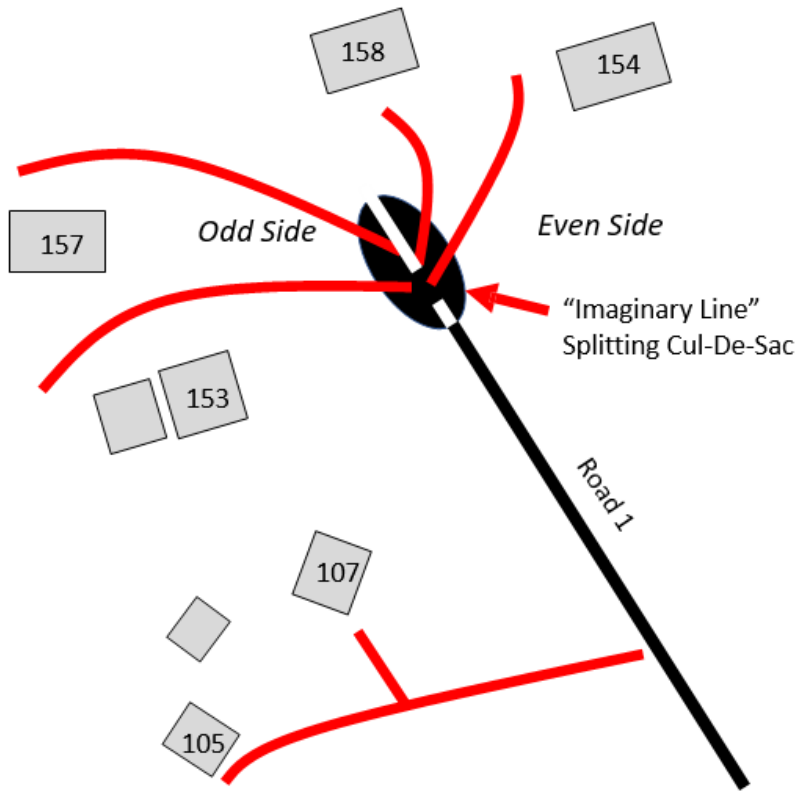


Numbering a New House

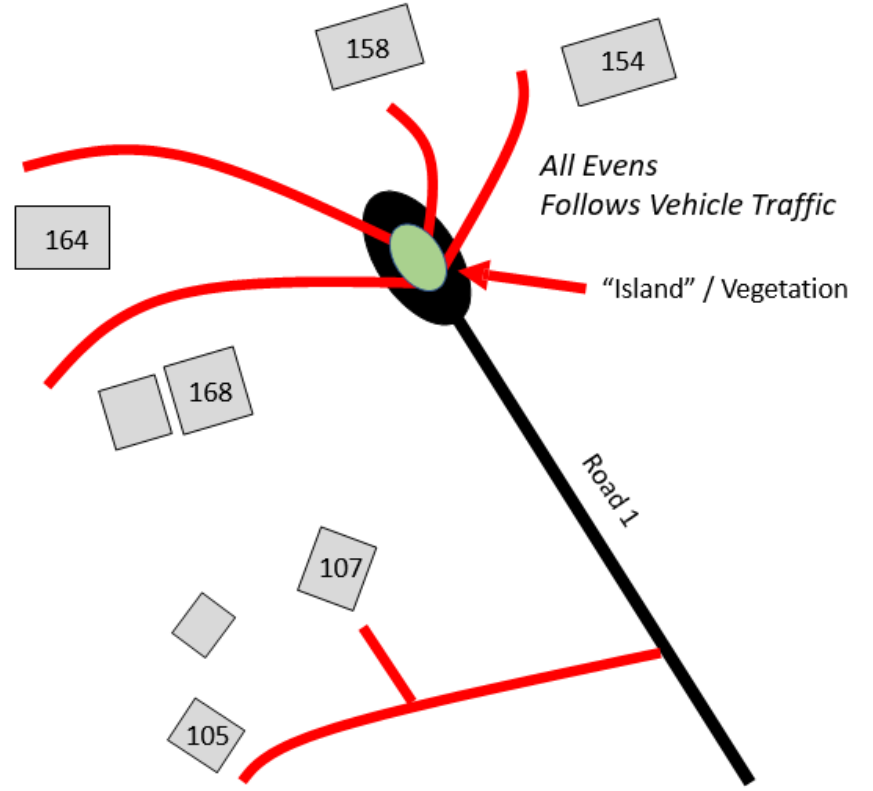


Numbering Cul-De-Sacs

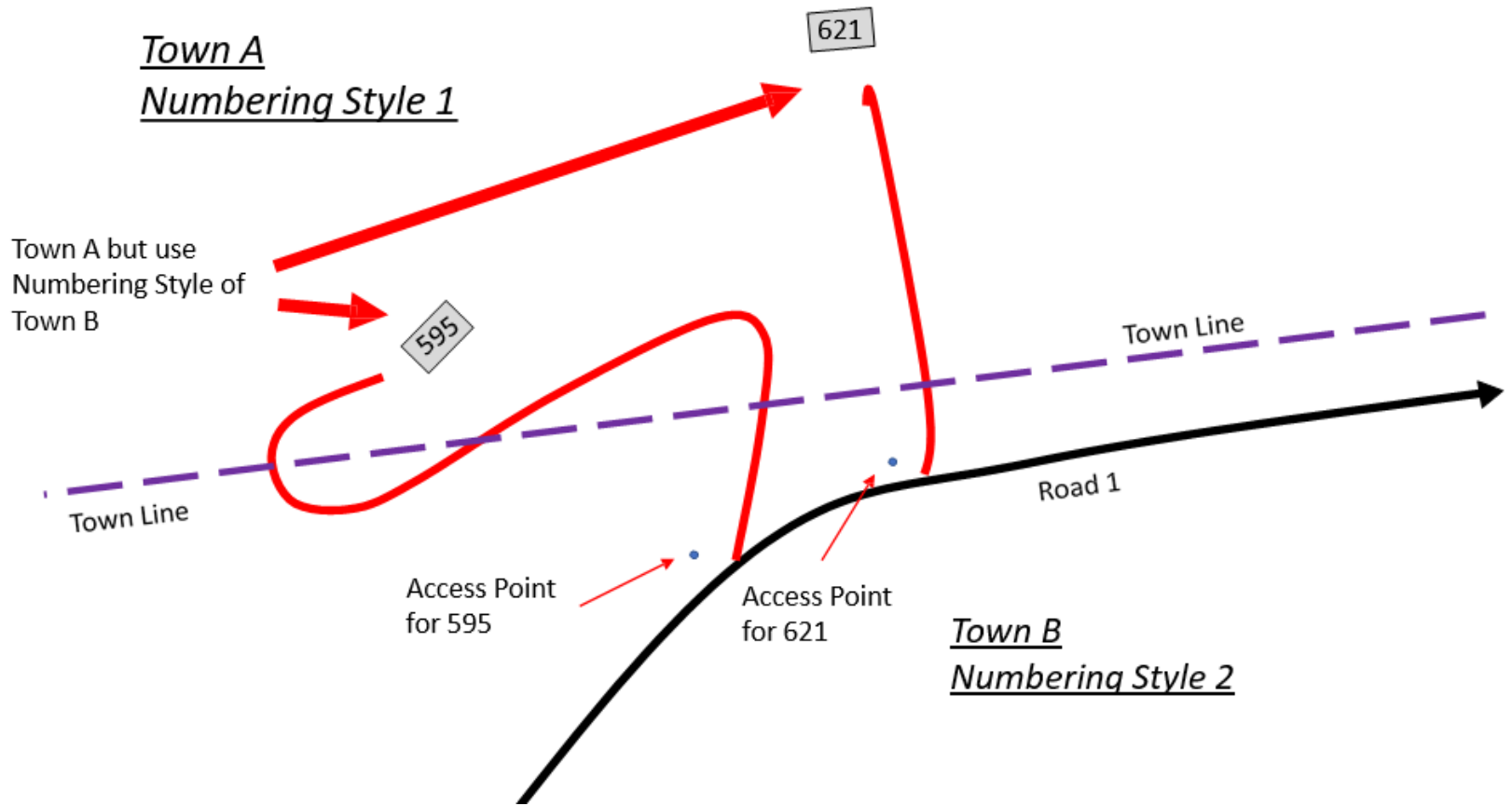
Valid Option 1



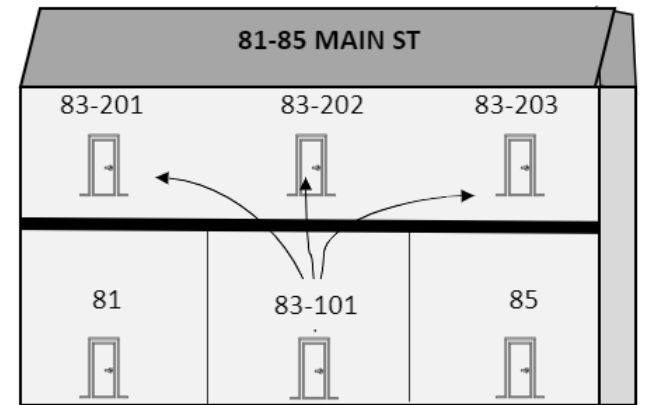
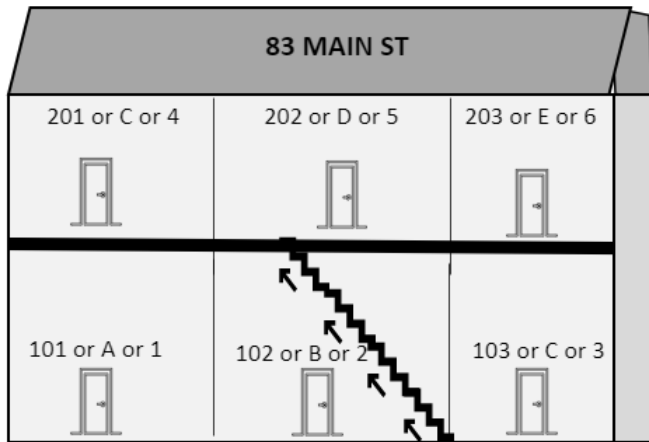
Valid Option 2



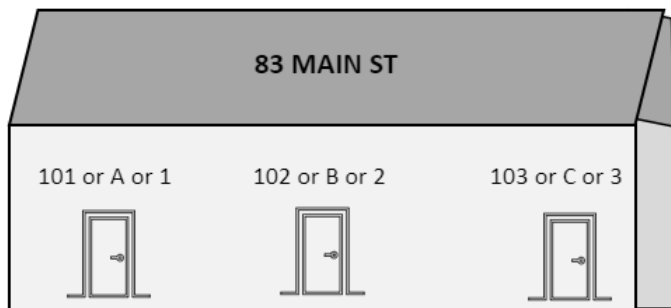
Numbering Via Access



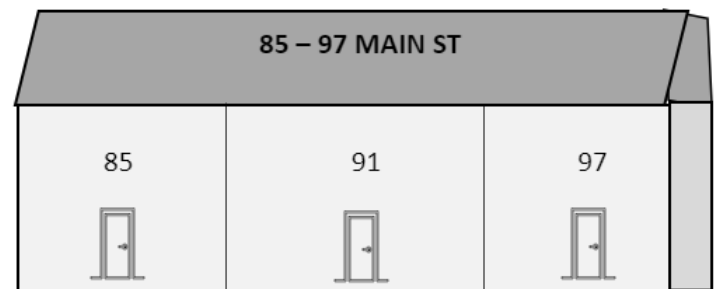
Multi-Use or Multi-Dwelling Numbering



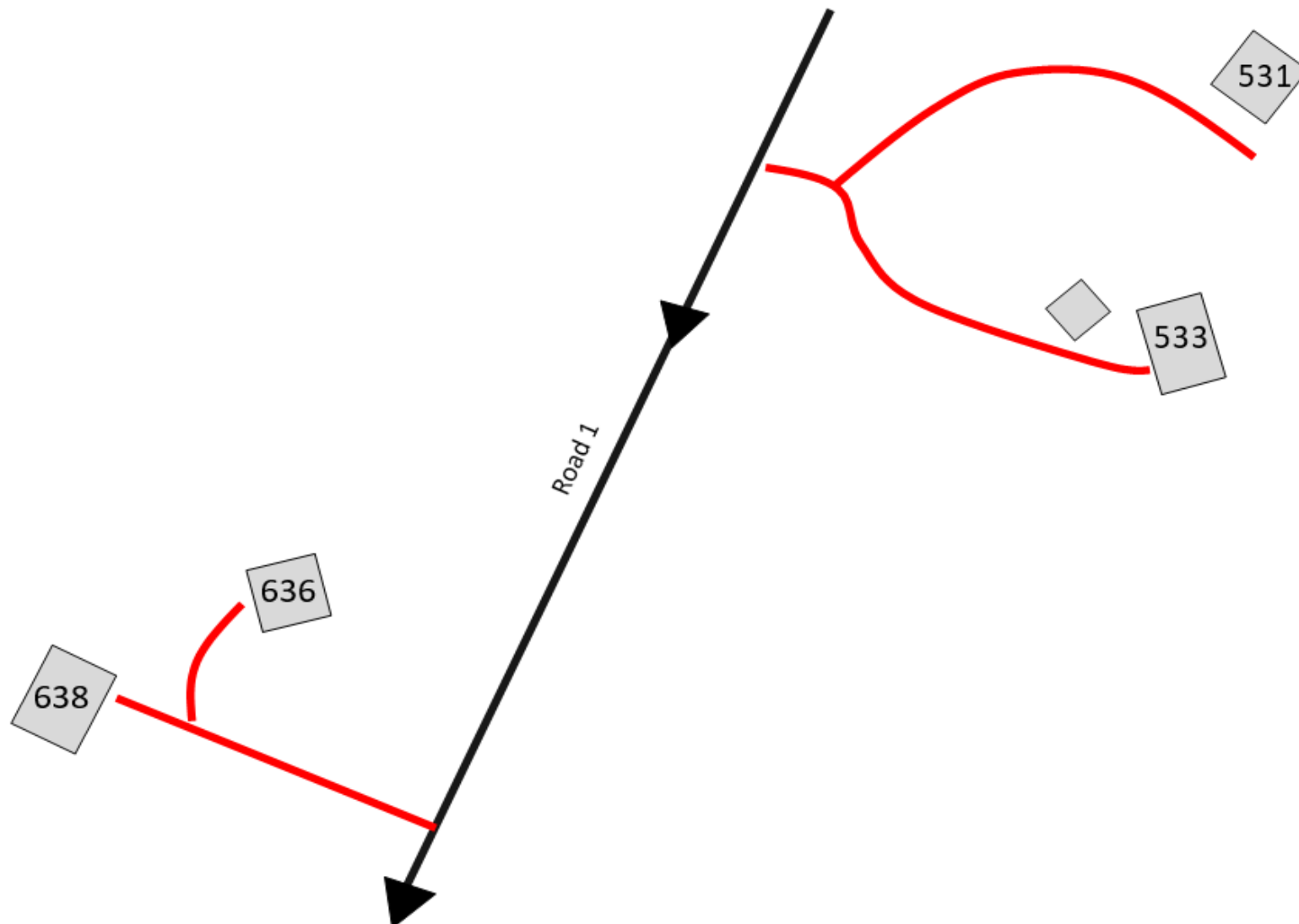
"Rural Style" or Singular Road Access



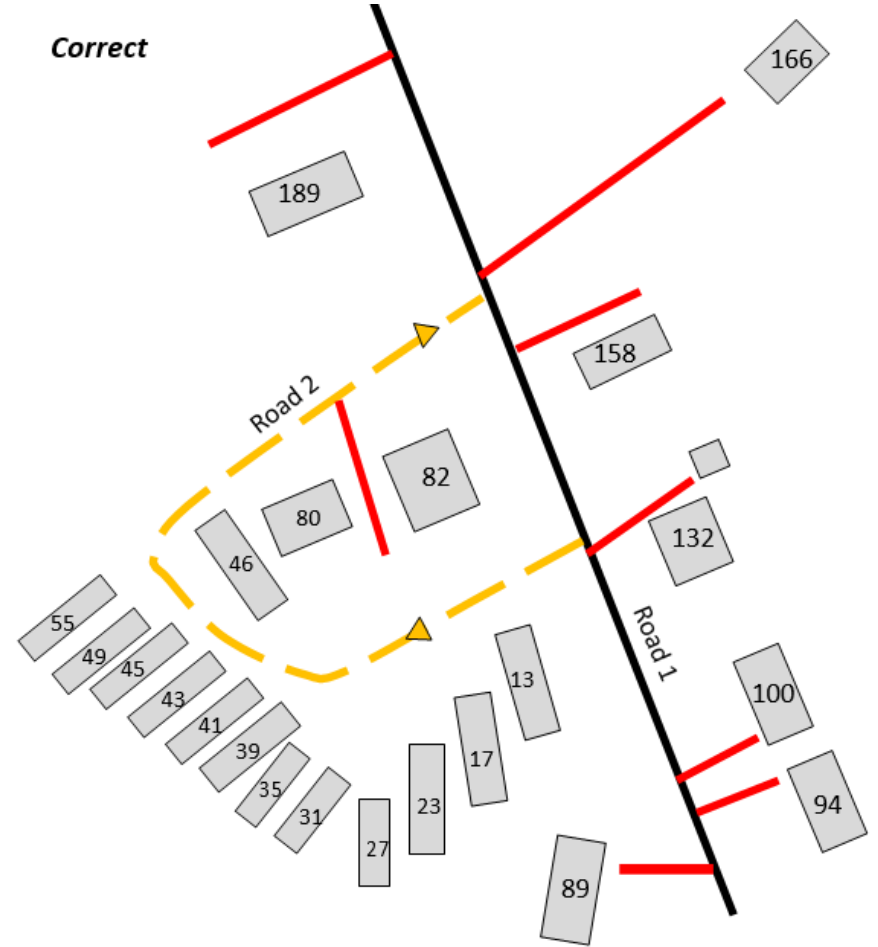
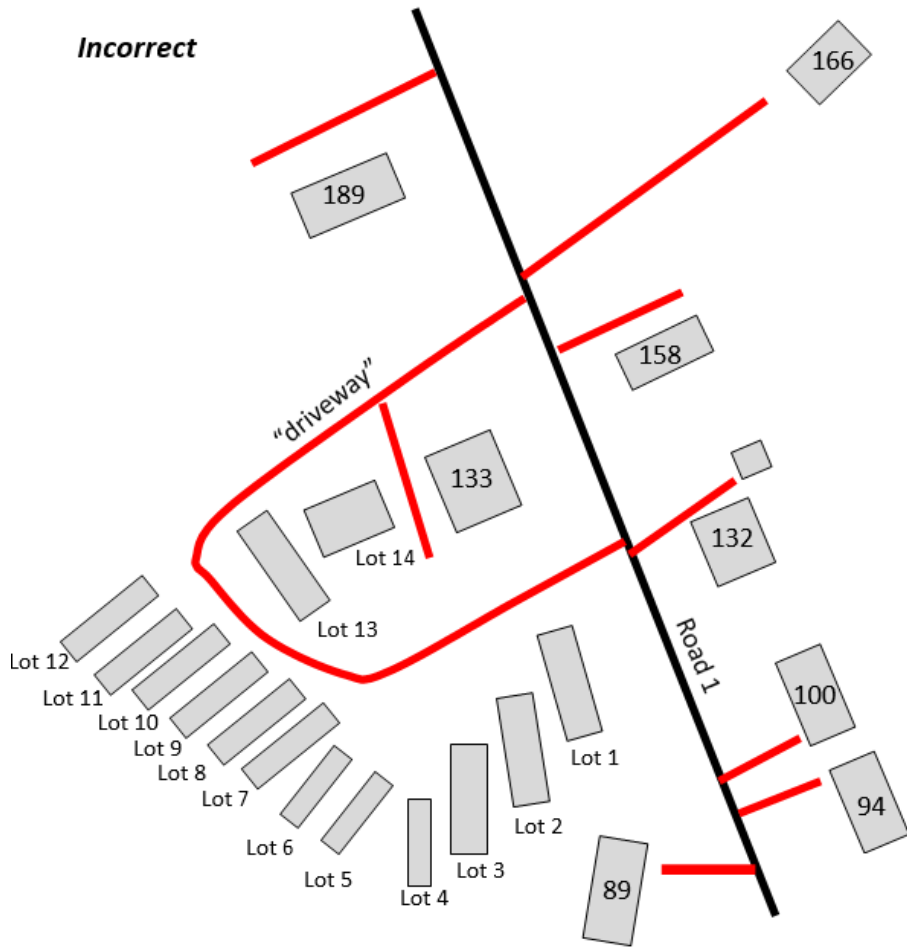
"City-Style" or Direct Road Frontage Per Door



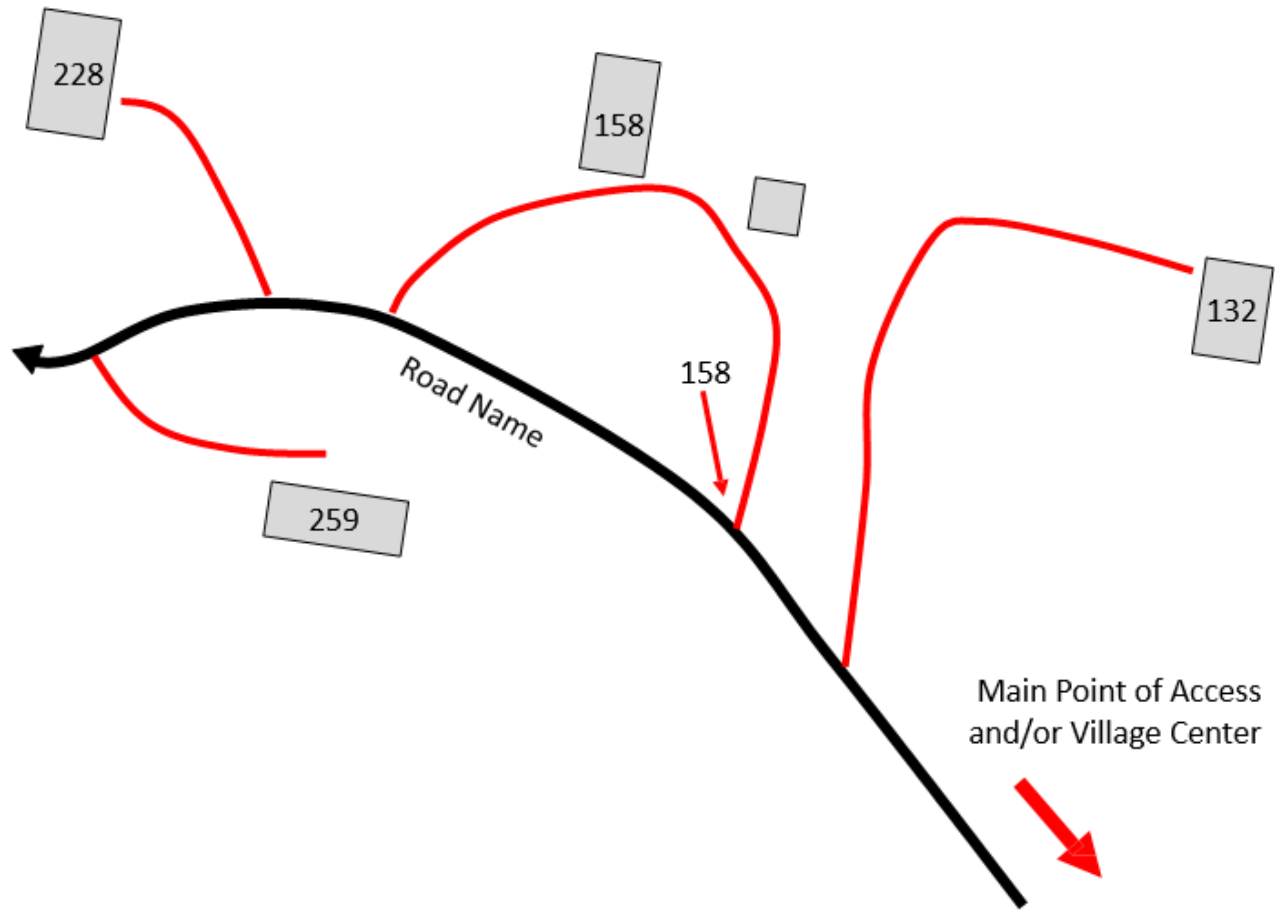
Shared Driveway with Two Homes



Numbering Mobile Home Parks and Campgrounds

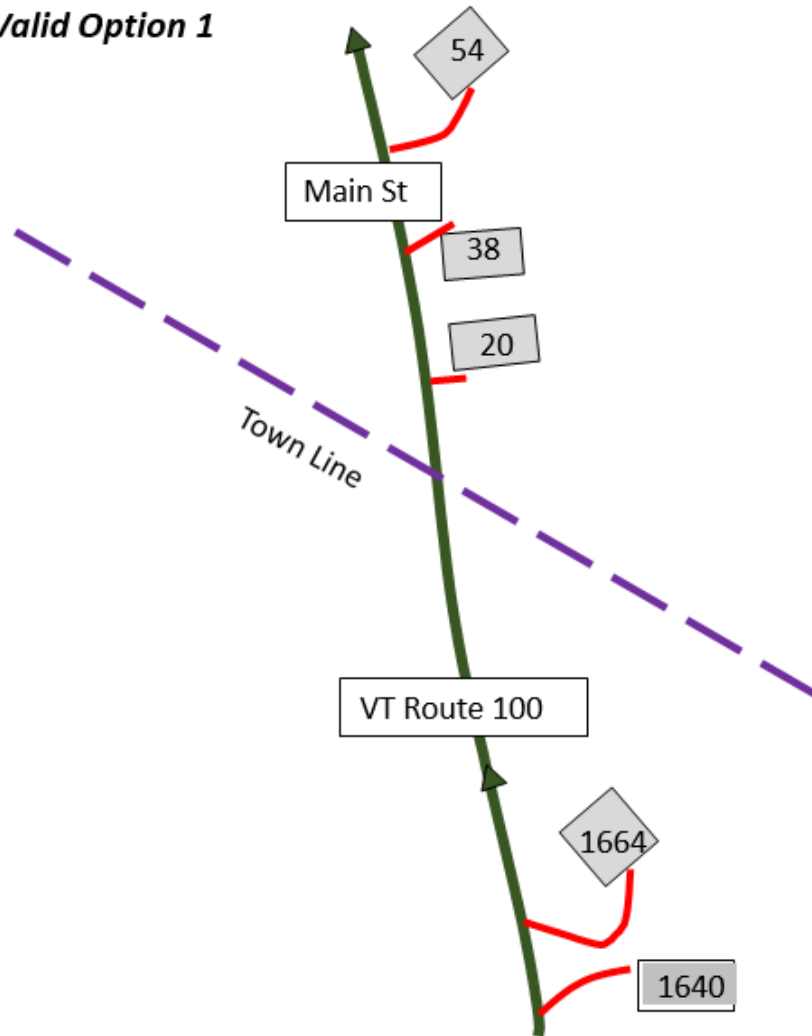


Dealing with Looped Driveways

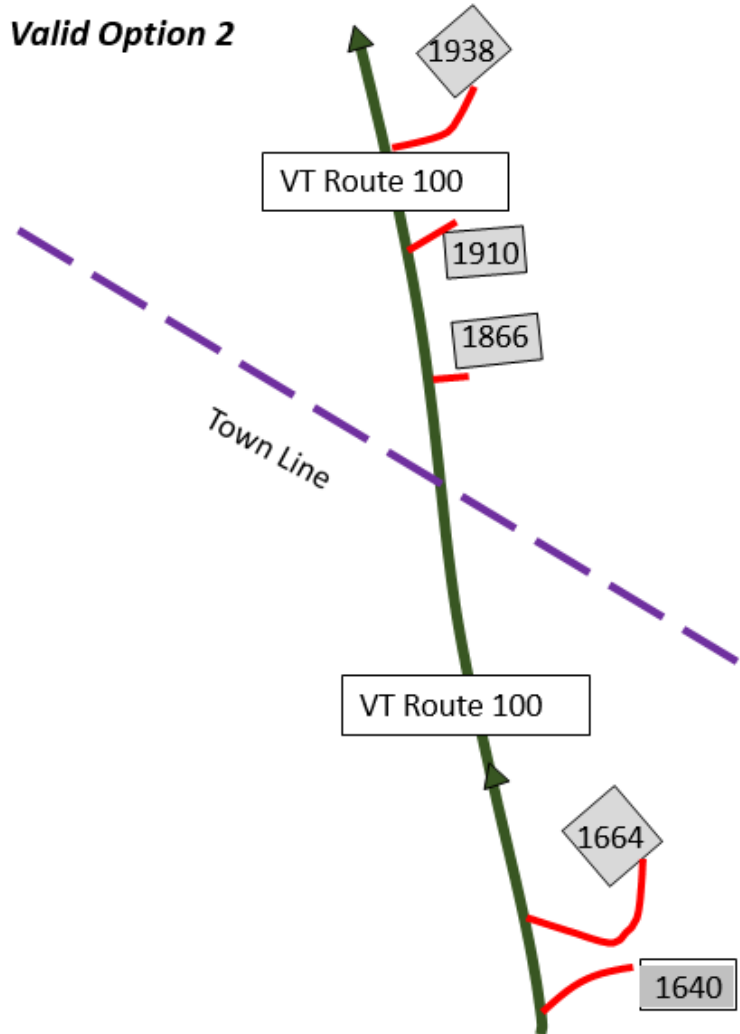


Numbering Roads Through Towns

Valid Option 1

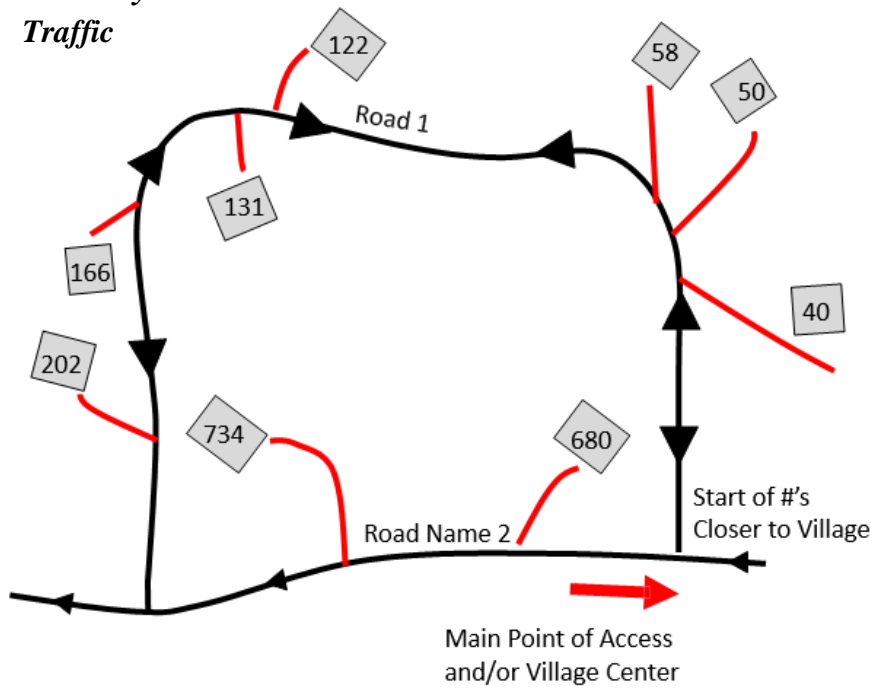


Valid Option 2

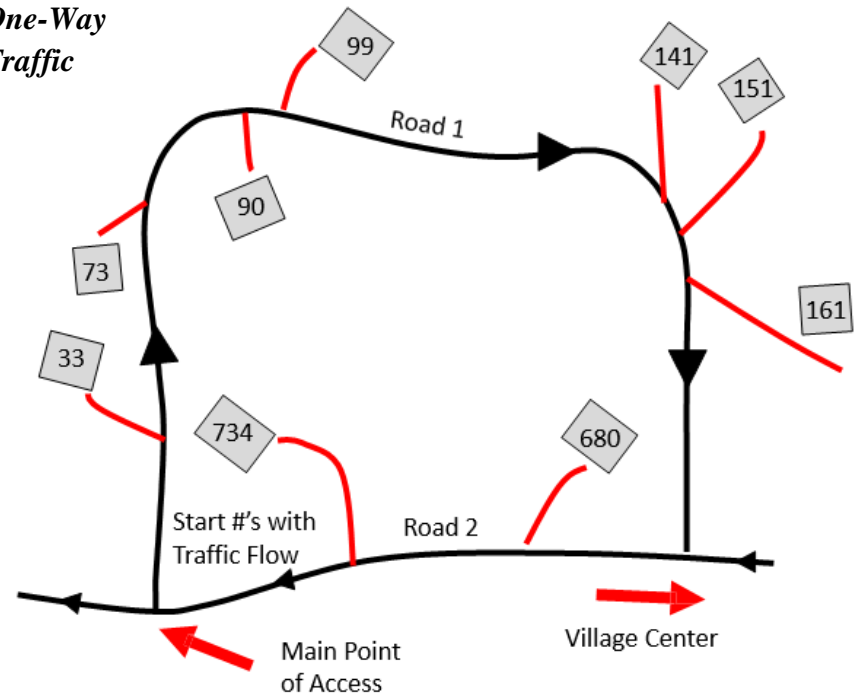


Where to Start Numbering

Two-Way Traffic

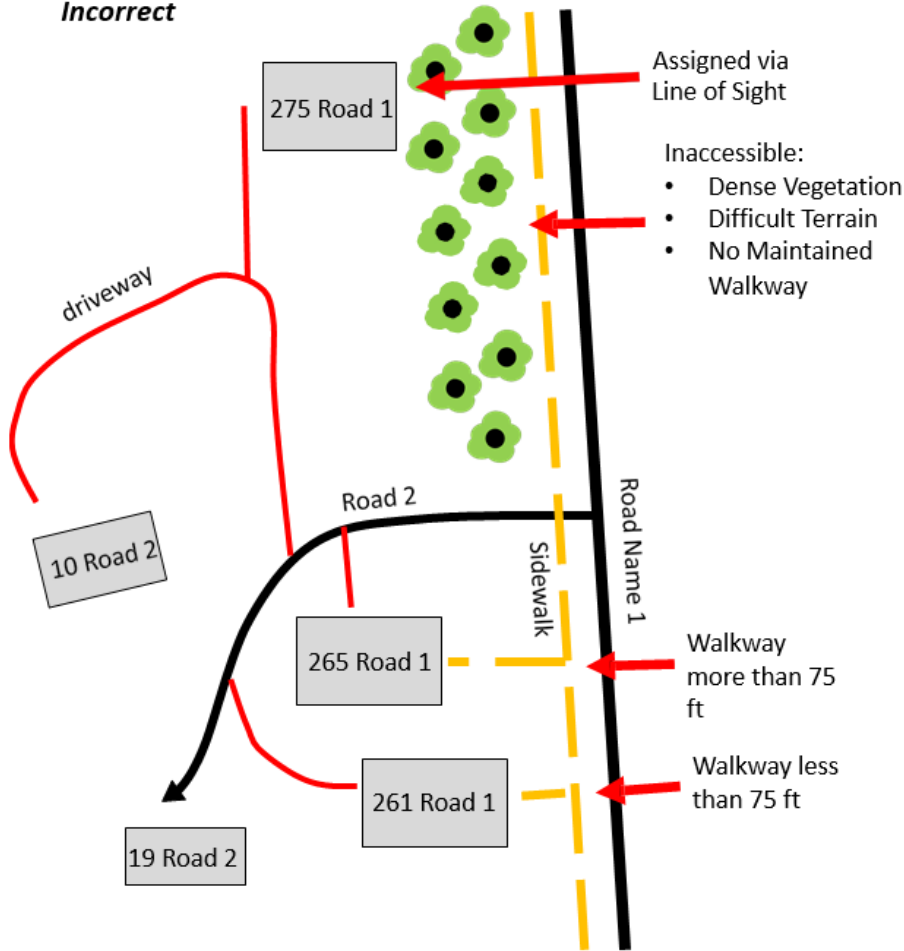


One-Way Traffic

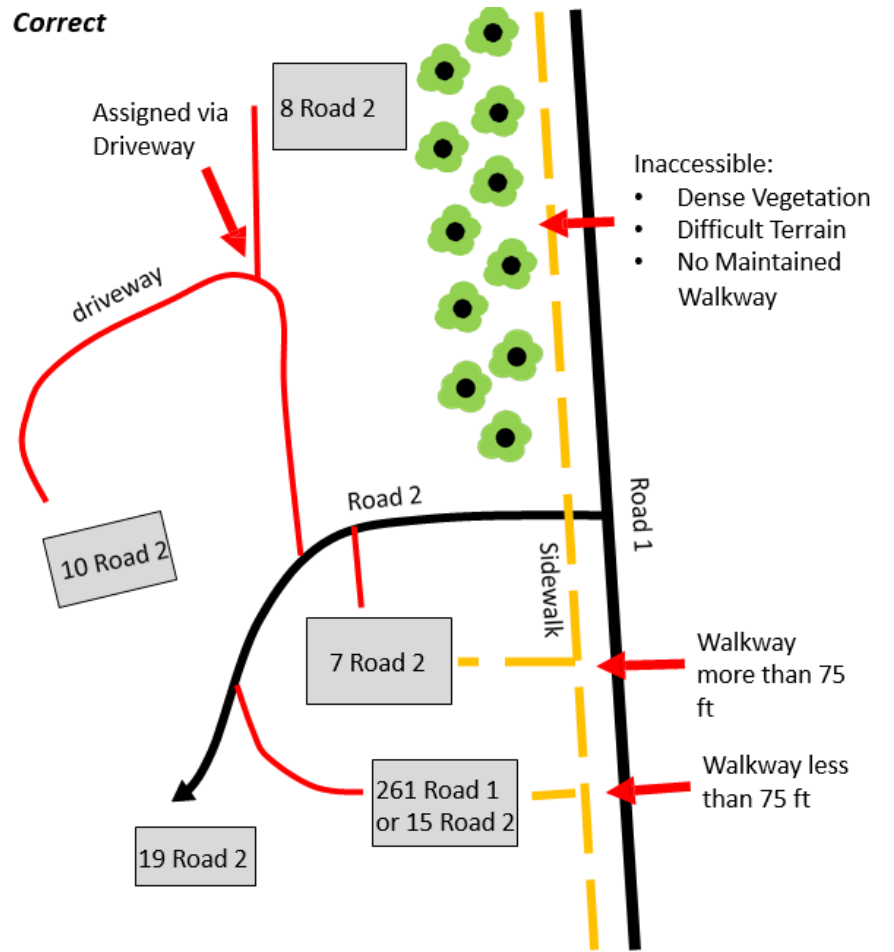


Corner Lot Addressing

Incorrect

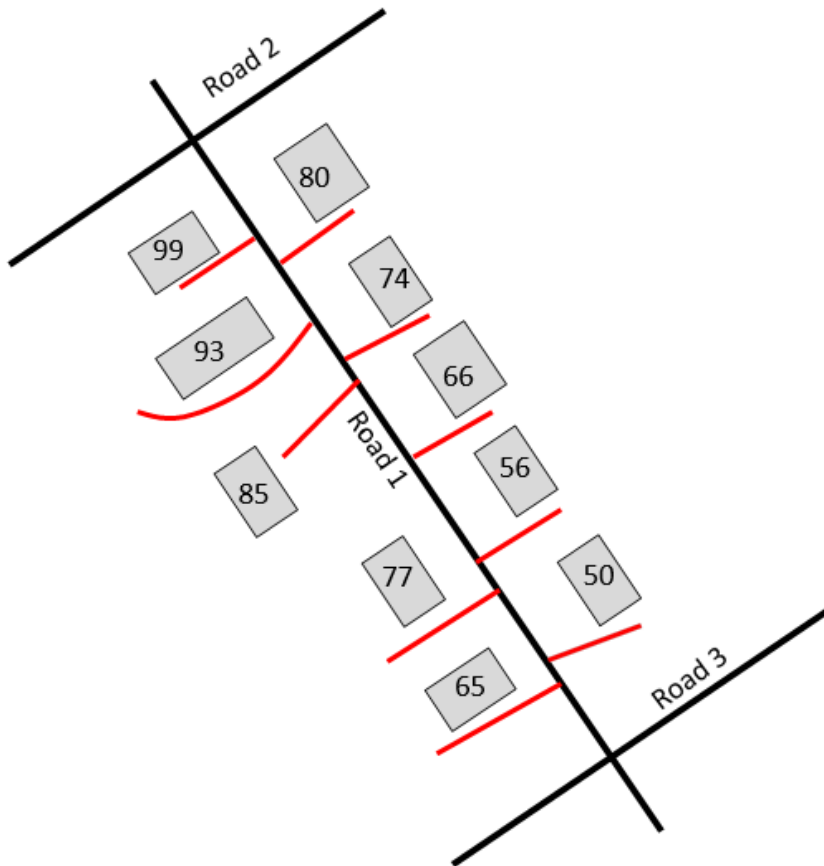


Correct

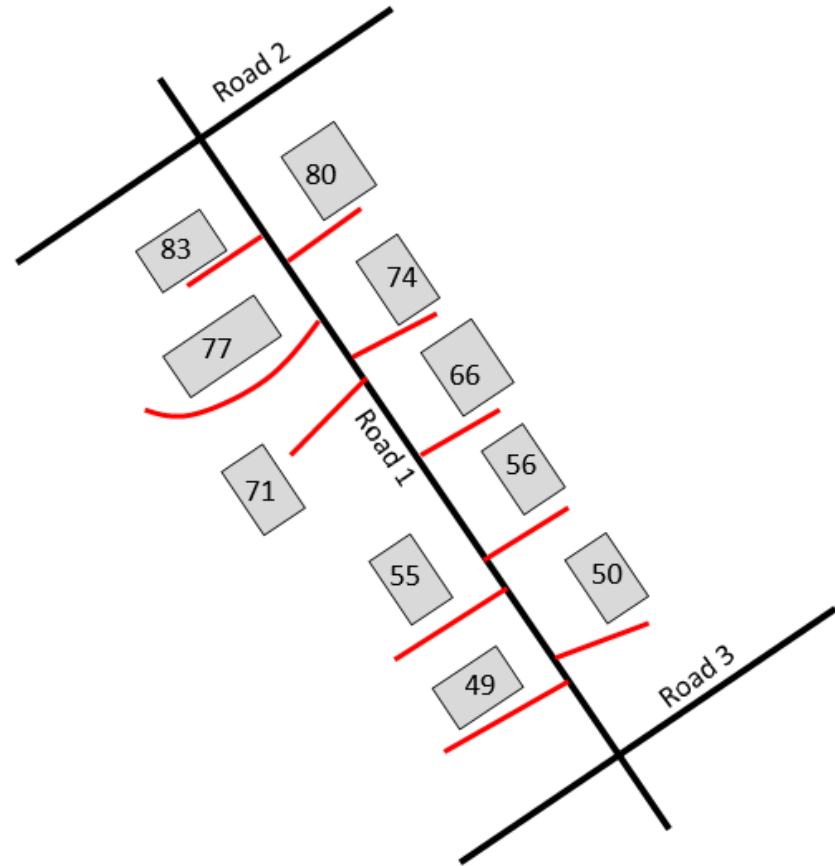


Unsustainable Addressing – Page 1

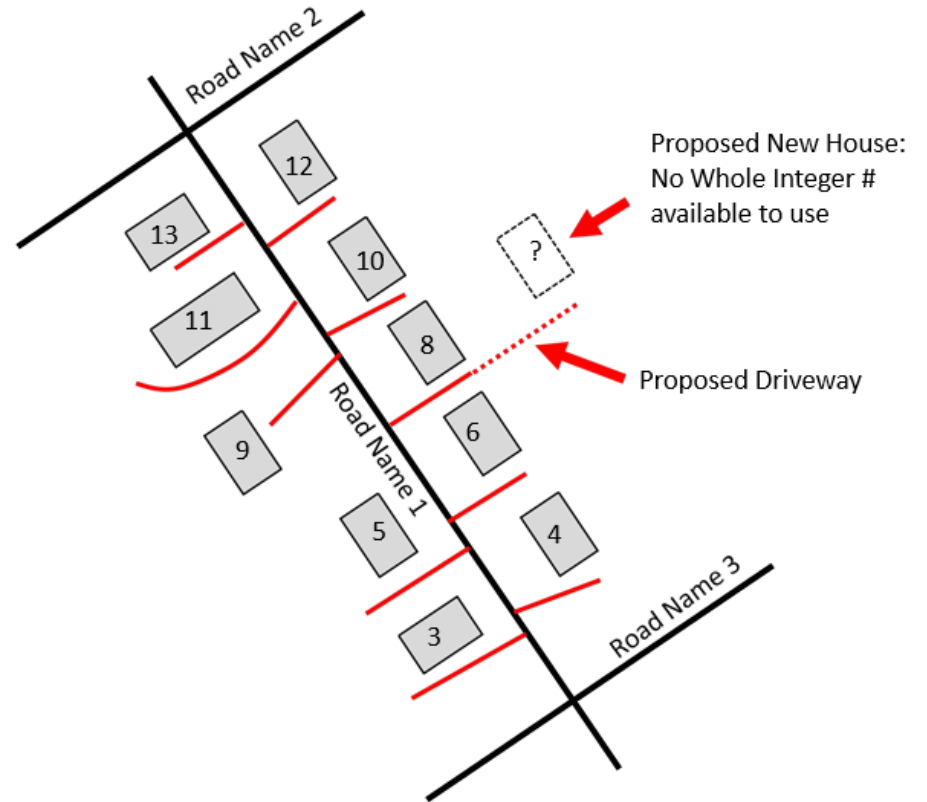
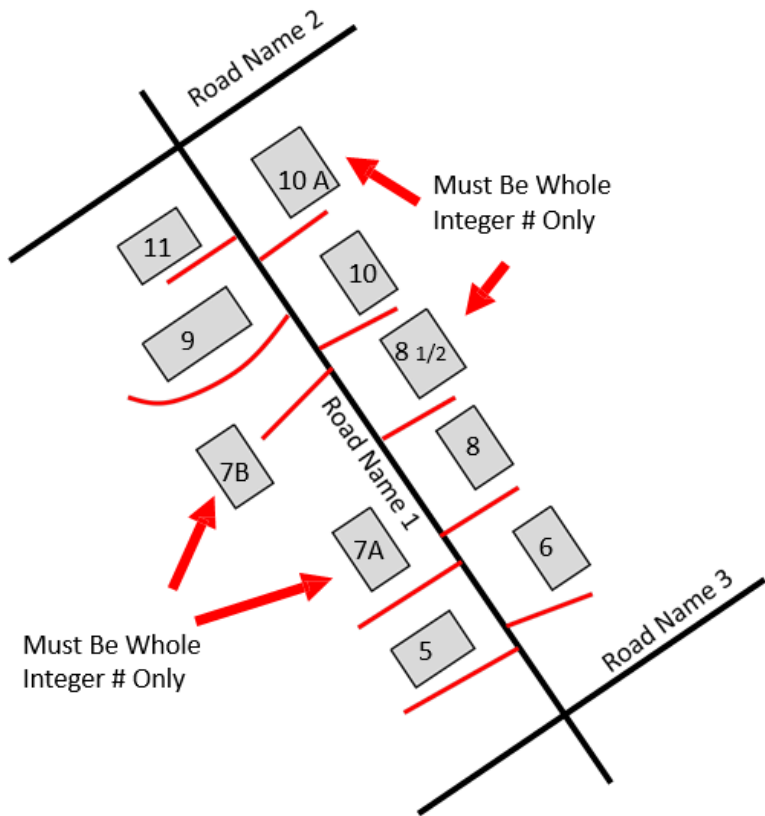
Incorrect:
Sequenced on individual side



Correct:
Sequenced as Whole Road



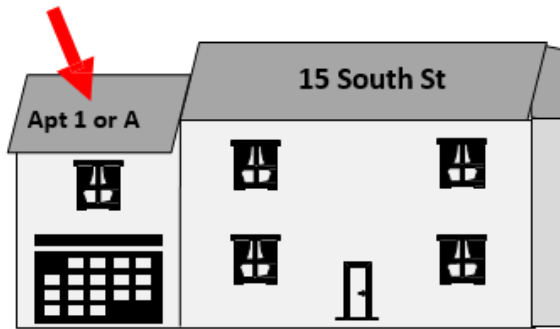
Unsustainable Addressing – Page 2



Accessory Dwelling Unit (ADU) or “Secondary Locatable Structure”

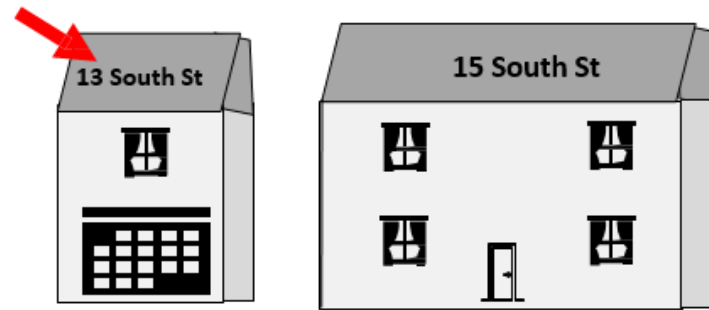
Attached to Main House

New Apt Above Garage
15 South St Apt 1 or A



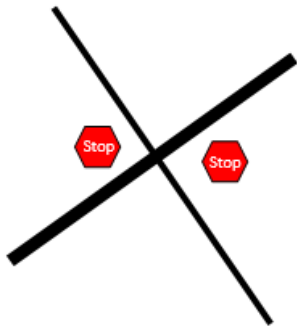
Detached from Main House

New Apt Above Garage
Unique Whole Integer #

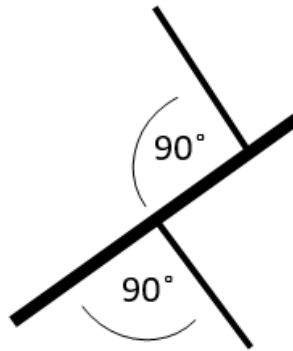


Substantial Intersections

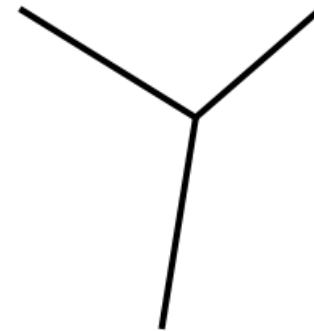
1 or More Stop/Yield Signs at any Angle



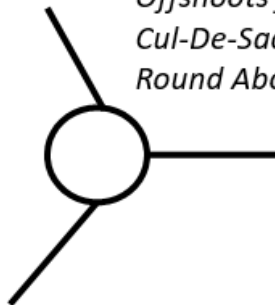
T – intersections : typically, with two different Speed Limits and often different Road Class



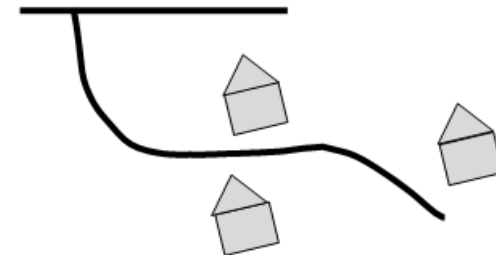
Y- Intersection: 3+ convergence of roads with one angle being less than 90°



Offshoots from a Cul-De-Sac or Round About



Shared Right of Way (ROW) of 3 or More Houses



What Warrants an Address

Places of Domicile:

- Houses
- Apartments
- Rentals
- Cabins/Seasonal Homes
- RV/Campsite Locations



Infrastructure:

- Contains Phone or Data Lines
- Cell Towers
- Substations
- Solar Fields
- Dams
- Water Towers/Turbines



Places of Work:

- Office/Retail locations
- Farmstands
- Sugarhouses
- Workshops
- Livestock Housing
- Gravel Pits/Quarries



Places of Visitation:

- Beaches
- Cemeteries
- Park and Rides
- Boat Launches
- Trailheads
- Parks/Sporting Fields



****Lots/Parcels require defined access or plans to develop before assigning a number****