



GEORGIA VERMONT

Selectboard Regular Meeting Monday, December 09, 2024 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Agenda

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWVadz09>

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 11.25.2024
 - [B.](#) Approval of Warrants #36
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**
8. **UNFINISHED BUSINESS**
 - A. Personnel Policy
 - B. Sherwood Forest 3-Acre Rule
 - C. Bridge #10 and #28
9. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
 - A. Public Works Director - in person summary
 - [B.](#) Capital Budget
 - [C.](#) Finance Policies
 - [D.](#) DRB Decision on Wetlands at the New Town Garage - Action to submit a site plan amendment.

- E. Library Budget discussion
- F. Ethics Liaison - Action to appoint an Ethics Liaison and submit to the State
- G. ACO Officer - Action to advertise for New ACO officer.
- H. Falls Grant - Action to sign invoice

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A.** Town Administrator
HSIP Grant and Electronic Speed Signs
- B.** Treasurer
- C.** Buildings
- D.** Budget and Finance
- E.** Personnel
- F.** Public Works/Grounds/Recreation
- G.** Committees at the direction of the chair

11. OTHER

12. PLAN NEXT MEETING AGENDA

- A.** 12.16.204 - Town Plan and Budget
- B.** 12.12.2024 Budget

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

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.** TA position

14. ADJOURN

TABLED ITEMS:

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.

Signed: Cheryl Letourneau, Town Administrator

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

1 Date: November 25, 2024

2 Select Board, Town Plan, and Regular Meeting

4 6:00 PM Meeting called to order by Carl Rosenquist

5 Open Meeting Town Plan

6 Meeting turned over to Doug Bergstrom

7 New Comments from the previous meeting

8 • Changes to plan from comments

9 ○ page 7 - auditors - striking

10 ○ page 8 - Zamboni - striking

11 ○ page 10 - Burlington International Airport change to Leahy International
12 Airport

13 ○ page 12 - reorder fire and rescue equipment to order of year.

14 ○ page 60 - Police and law enforcement - remove sentence.

15 ○ page 81 - recommendations - village designation revised to add language
16 for South Village Center pending edits with the planning commission.

17 ○ page 89 - C.7 Maintain and consider - strike.

18 ○ page 95 - and multifamily development

19 • Changes to the maps

20 ○ Further discussion on possible changes.

21 ○ Greta spoke about the NRPC approval of the Town Plan and how it works.

22 ○ Plan may not meet Title 23 and Title 24 standards which must be followed.

23 ○ Land Use Map - NRPC would like to see some changes on this.

24 • Length of Road frontage on Route 7

25 • discourage strip development.

26 • Business District - Historical district - Mixed use

27 • Will follow up in writing.

28 7:10 PM Motion to close meeting on Town Plan by Paul Jansen, second by Brian

29 Dunsmore, All in Favor

31 7:14 PM Enter into Regular Select Board meeting.

32 • Motion to approve minutes of 11/11/2024 made by Paul Jansen, second made by
33 Brian Dunsmore, No action out of Executive, All in Favor

34 • Motion to Approve warrant #35 by Paul Jansen, second made by Brian
35 Dunsmore, All in Favor

36 • 802 Furnace invoice of \$700 per location. Paul Jansen wants to see an itemized
37 bill. Cheryl Letourneau and Lori Hobart will follow up.

38 • Motion to allow Carl Rosenquist to sign the Watershed permit made by Brian
39 Dunsmore, second made by Paul Jansen, All in Favor

40 • Motion made to have Lori Hobart sign Audit Letter for management made by
41 Brian Dunsmore, second made by Paul Jansen, All in Favor

42 • Motion to have Select Board Chair sign contract for a new postage meter made
43 by Brian Dunsmore, second made by Paul Jansen, All in Favor

- Motion to allow Selectboard Chair to sign dispatch service contract made by Brian Dunsmore, second made by Paul Jansen, All in Favor

7:30 No Public Comment

Business Board

- Paul Jansen questioned Tax Overpayment Refunds. Lori explained it was money that Georgia should not have gotten. Lori to check out tax numbers and report back to Paul Jansen.
- Doug Bergstrom and Carl Rosenquist will discuss the 3- acre rule after Thanksgiving.
- Discussion about electronic speed signs. Cheryl will follow up on costs with Sarah Hadd from Fairfax.
- Lori Hobart recommends first and last name on zoom.
- 5:00 PM Library meeting on December 2nd Lori or Cheryl will reach out to the library trustees to confirm.
- 5:00 PM to 6:00 PM Library and Public meeting December 16 with 6:00 PM to 7:00 PM Admin meeting

7:45 Executive Session

I would entertain a motion to enter executive session to discuss TA interviews which premature disclosure or discussion may be detrimental to the board and/or individuals involved made by Brian Dunsmore, Paul Jansen 2nd, All in Favor

I move that we enter into executive session to discuss TA interviews with Town Administrator under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Motion to enter Executive with Town Administrator made by Brian Dunsmore, second by Paul Jansen, All in Favor

8:05 Motion to exit Executive Session made by B. Dunsmore, second made by P. Jansen, All in Favor.

No motions out of executive session.

8:07 Adjourn

12/06/24
09:28 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 12/31/24

Section 5. Item #B.

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GeorgiaTreasurer

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1405		11/26/24	12/25/24	01 monthly cleaning			
	1-7-05-28-45.60				Janitorial Supply/Svs.	1,040.00	0.00	0.00
ALLEGIANC ALLEGIANCE TRUCKS	X122034163:0		11/05/24	12/10/24	01 tube, assembly coolant			
	1-7-10-30-62.75				2013 International Repair	189.93	0.00	0.00
AMAZON AMAZON CAPITAL SERVICES	19RMM1C1DK3T		11/21/24	12/21/24	01 activity supplies			
	Z-7-05-70-52.24				NCSS Pre-School Grant	308.37	0.00	0.00
	1NGTGD1KT1F1		11/27/24	12/27/24	01 books			
	1-7-05-70-22.05				Library Adult Books	11.50	0.00	0.00
	1P1DNYJKGRTC		11/24/24	12/24/24	01 books / activities			
	1-7-05-70-22.00				Library Supplies	113.75	0.00	0.00
	1-7-05-70-22.05				Library Adult Books	25.20	0.00	0.00
	Z-7-05-70-52.24				NCSS Pre-School Grant	615.63	0.00	0.00
	Z-7-05-70-52.30				Winnie Bell Grant Expense	208.53	0.00	0.00
Invoice 1P1DNYJKGRTC Total						963.11	0.00	0.00
	1PRP939NDQM6		11/21/24	12/21/24	01 chain saw grease gun			
	1-7-05-80-52.00				GCC Prchse - Current Yr	37.18	0.00	0.00
	1YTPHL3MR46V		11/27/24	12/27/24	01 books/supplies			
	1-7-05-70-22.00				Library Supplies	25.99	0.00	0.00
	Z-7-05-70-52.30				Winnie Bell Grant Expense	62.30	0.00	0.00
Invoice 1YTPHL3MR46V Total						88.29	0.00	0.00
Total For AMAZON CAPITAL SERVICES						1,408.45	0.00	0.00
						=====	=====	=====
APPLE APPLE INC	DEC 24		12/29/24	12/29/24	01 phone storage			
next warrant	1-7-05-28-30.70				New Hwy Garage Utilities	0.99	0.00	0.00
AVENU AVENU INSIGHTS & ANALYTIC	INVB-057595		10/23/24	11/22/24	01 monthly fee			
	1-7-05-20-44.07				Computer Software & Licen	890.00	0.00	0.00
	INVB-058495		11/22/24	12/22/24	01 Dec monthly fee			
	1-7-05-20-44.07				Computer Software & Licen	890.00	0.00	0.00
Total For AVENU INSIGHTS & ANALYTICS						1,780.00	0.00	0.00
						=====	=====	=====
B&A AUTO B & A AUTO	43633		11/25/24	12/24/24	01 tire change			
	1-7-10-30-62.85				2020 GMC Sierra Repairs	400.00	0.00	0.00
	43639		11/26/24	12/25/24	01 mount & balance			
	1-7-10-30-62.90				2022 GMC Sierra Repairs	100.00	0.00	0.00
Total For B & A AUTO						500.00	0.00	0.00
						=====	=====	=====

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BLUECR	BLUE CROSS & BLUE SHIELD	NOV 2024	11/02/24	11/26/24	01	monthly premium		
	1-2-00-05-10.36	Health Withholding				1,454.95	0.00	0.00
	1-7-05-05-10.23	Gen Gov Insurance Benefit				2,411.99	0.00	0.00
	1-7-05-10-10.18	Clerks Office Ins Bene				1,656.63	0.00	0.00
	1-7-05-28-10.04	Public Works Insurance Be				2,411.99	0.00	0.00
	1-7-05-36-10.17	Fire & Rescue Ins. Benefi				1,716.74	0.00	0.00
	1-7-05-70-14.00	Library Health Insurance				1,590.80	0.00	0.00
	1-7-10-05-10.13	Highway Ins. Benefits				5,845.47	0.00	0.00
Invoice NOV 2024 Total						17,088.57	0.00	0.00
BOUCHOME	BOUCHARD HOME & OFFICE SE	14588	11/22/24	12/12/24	01	remote IT		
	1-7-05-20-44.11	IT Labor Services				160.00	0.00	0.00
	14597	12/02/24 12/22/24	01	remote IT				
	1-7-05-20-44.11	IT Labor Services				80.00	0.00	0.00
Total For BOUCHARD HOME & OFFICE SERVICES, LLC						240.00	0.00	0.00
BROOKFIELD	BROOK FIELD SERVICE	50901	11/19/24	12/11/24	01	T/S 1.5 hr exercise		
	1-7-05-28-45.25	Fire & Rescue Bldg Maint.				648.90	0.00	0.00
CANON	CANON FINANCIAL SERVICES,	36216934	11/11/24	12/11/24	01	monthly usage		
	1-7-05-20-22.10	Admin Copier Expense				363.40	0.00	0.00
CASELLA	CASELLA WASTE MGT., INC.	676753	11/18/24	12/17/24	01	waste disposal		
	1-7-05-28-51.00	Municipal Trash				141.71	0.00	0.00
	676772	11/25/24 12/25/24	01	bulk trash				
	1-7-05-28-51.00	Municipal Trash				780.33	0.00	0.00
Total For CASELLA WASTE MGT., INC.						922.04	0.00	0.00
CATAMOUNT	CATAMOUNT LIBRARY NETWORK	CLN 2025	11/10/24	12/16/24	01	annual membership		
	1-7-05-70-22.35	Library Online/Electronic				1,233.40	0.00	0.00
CVE	CHAMPLAIN VALLEY EQUIPMEN	CS48448	11/12/24	12/12/24	01	parts		
	1-7-10-30-62.00	Hwy Parts & Supplies				76.53	0.00	0.00
FIDIUM	CONSOLIDATED COMMUNICATIO	-3032 111824	11/18/24	12/16/24	01	monthly charges		
	1-7-05-28-30.20	Town Beach Utilities				43.26	0.00	0.00
	1-7-05-28-30.20	Town Beach Utilities				43.27	0.00	0.00
Invoice -3032 111824 Total						86.53	0.00	0.00
PTCC	CREDIT CARD SERVICES	-0055 112524	11/25/24	12/22/24	01	RealTruck/LinkedIn		
	1-7-05-20-25.00	Printing/Publishing				500.00	0.00	0.00
	1-7-10-30-62.85	2020 GMC Sierra Repairs				418.39	0.00	0.00

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Invoice -0055 112524 Total						918.39	0.00	0.00
EXIT18	EXIT 18 EQUIPMENT	93507	11/14/24	11/24/24	01 chain saw			
	1-7-05-80-52.00 GCC Prchse - Current Yr					324.92	0.00	0.00
EYE MED	FIDELITY SECURITY LIFE IN	166574902	12/01/24	12/01/24	01 December premium			
	1-2-00-05-10.37 Vision Withholding					57.67	0.00	0.00
FCSD	FRANKLIN COUNTY SHERIFF D	608 OCT 2024	11/13/24	12/13/24	01 monthly patrols			
	1-7-05-30-45.05 Law Enforcement					4,642.53	0.00	0.00
GAP	GEORGIA AUTO PARTS	14636	11/25/24	12/24/24	01 weld on hooks			
	1-7-10-30-62.10 2012 Backhoe Repairs					27.00	0.00	0.00
	14645	11/25/24	12/24/24	01 rosebud heating				
	1-7-10-30-62.00 Hwy Parts & Supplies					93.20	0.00	0.00
	14724	11/27/24	12/26/24	01 misc parts				
	1-7-10-30-62.00 Hwy Parts & Supplies					6.20	0.00	0.00
	14870	12/02/24	12/31/24	01 brake cleaner/pads				
	1-7-10-30-62.00 Hwy Parts & Supplies					235.08	0.00	0.00
Total For GEORGIA AUTO PARTS						361.48	0.00	0.00
						=====	=====	=====
GRNMTNELE	GREEN MOUNTAIN ELECTRIC S	S4777815	03/22/24	04/22/24	01 Return of Elec. Supplies			
	1-7-10-30-62.00 Hwy Parts & Supplies					-511.83	0.00	0.00
	S4836391.001	05/10/24	06/10/24	01 outside outlets @ office				
	1-7-05-28-45.50 Town Hall Building Maint.					87.80	0.00	0.00
	S4860885.001	05/30/24	06/24/24	01				
	1-7-05-28-45.20 Town Beach Bldg. Maint					8.55	0.00	0.00
	S4913365.001	07/11/24	08/12/24	01				
	1-7-05-28-45.70 New Hwy Bldg. Maint.					26.59	0.00	0.00
	S5010561.001	09/27/24	10/10/24	01 stem mount				
	1-7-05-28-45.70 New Hwy Bldg. Maint.					32.16	0.00	0.00
	S5028865.001	10/01/24	10/10/24	01 1/2" hole cover				
	1-7-05-28-45.20 Town Beach Bldg. Maint					3.72	0.00	0.00
	S5077857.001	11/04/24	12/10/24	01 cord/plug/receptacle				
	1-7-05-28-45.70 New Hwy Bldg. Maint.					250.97	0.00	0.00
	S5084677.001	11/07/24	12/10/24	01 battery terminal				
	1-7-05-36-99.00 GFD Miscellaneous Exp.					8.35	0.00	0.00

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Total For GREEN MOUNTAIN ELECTRIC SUPPLY						-93.69	0.00	0.00
GEEK	GREEN MOUNTAIN GEEK LLC	2389	11/12/24	11/15/24	01 annual support			
		1-7-05-70-63.00	Library Equipment Repair			770.00	0.00	0.00
GMP	GREEN MOUNTAIN POWER CORP	-0000 112524	11/25/24	12/22/24	01 old garage			
		1-7-05-28-30.35	Old Hwy Garage Utilities			130.64	0.00	0.00
		-0001 112524	11/25/24	12/22/24	01 library well			
		1-7-05-28-30.30	Library Utilities			28.17	0.00	0.00
		-0002 112524	11/25/24	12/22/24	01 library			
		1-7-05-28-30.30	Library Utilities			388.13	0.00	0.00
		-0005 112524	11/25/24	12/22/24	01 town offices			
		1-7-05-28-30.50	Town Hall Utilities			292.64	0.00	0.00
		-0006 112524	11/25/24	12/22/24	01 fire station			
		1-7-05-28-30.25	Fire & Rescue Utilities			529.85	0.00	0.00
		-2626 112524	11/25/24	12/22/24	01 new garage			
		1-7-05-28-30.70	New Hwy Garage Utilities			370.16	0.00	0.00
		-3109 112124	11/21/24	12/18/24	01 stone bridge			
		1-7-05-28-30.50	Town Hall Utilities			20.77	0.00	0.00
		-4295 112524	11/25/24	12/22/24	01 salt shed			
		1-7-05-28-30.35	Old Hwy Garage Utilities			24.18	0.00	0.00
		0009- 112524	11/25/24	12/22/24	01 street lights			
		1-7-05-28-30.75	Streetlight Electricity			222.19	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION						2,006.73	0.00	0.00
IDS	IDS	25-211	11/22/24	12/21/24	01 animal tags / licenses			
		1-7-05-10-50.00	Dog Licenses			440.22	0.00	0.00
INTERACTI	INTERACTIVE SCIENCES, INC	2024-3049-1	11/20/24	11/30/24	01 annual sponsorship			
		1-7-05-70-22.35	Library Online/Electronic			500.00	0.00	0.00
J&L	J & L HARDWARE, INC.	523305	11/22/24	12/21/24	01 belt			
		1-7-10-30-62.00	Hwy Parts & Supplies			14.49	0.00	0.00
		523483	11/25/24	12/10/24	01 belt/return			
		1-7-10-30-62.00	Hwy Parts & Supplies			0.30	0.00	0.00
		523493	11/25/24	12/31/24	01 belts			
		1-7-10-30-62.00	Hwy Parts & Supplies			99.55	0.00	0.00

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Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	523723		11/29/24	12/31/24	01 maxlite			
	1-7-05-28-45.25		Fire & Rescue Bldg Maint.			155.98	0.00	0.00
	523908		12/02/24	12/31/24	01 hardware/returns			
	1-7-10-30-62.00		Hwy Parts & Supplies			1.46	0.00	0.00
	524084		12/04/24	12/31/24	01			
	1-7-10-30-62.00		Hwy Parts & Supplies			42.88	0.00	0.00
	CM 523559		11/26/24	12/31/24	01 return			
	1-7-10-30-62.00		Hwy Parts & Supplies			-91.25	0.00	0.00
Total For J & L HARDWARE, INC.						223.41	0.00	0.00
						=====	=====	=====
JOHNSONH JOHNSON HARDWARE & RENTAL	117019		11/22/24	12/10/24	01 boots - R Quesnel			
	1-7-10-40-18.00		Highway Uniforms/Boots			112.00	0.00	0.00
	117020		11/22/24	12/10/24	01 outpace ct gunmetal			
	1-7-10-40-18.00		Highway Uniforms/Boots			102.00	0.00	0.00
	117022		11/22/24	12/10/24	01 boots - K Bigelow			
	1-7-10-40-18.00		Highway Uniforms/Boots			45.00	0.00	0.00
	117026		11/22/24	12/10/24	01 boots - S Bigelow			
	1-7-10-40-18.00		Highway Uniforms/Boots			300.00	0.00	0.00
Total For JOHNSON HARDWARE & RENTAL						559.00	0.00	0.00
						=====	=====	=====
KONICA KONICA MINOLTA PREMIER FI	4608632		12/03/24	12/28/24	01 monthly copier			
	1-7-05-70-22.40		Library Copier Lease			362.16	0.00	0.00
BROOKS KYLER BROOKS	CURB CUT		12/05/24	12/05/24	01 recording fee refund			
	1-6-00-05-00.17		Recording Fees			45.00	0.00	0.00
LEVELONE LEVEL ONE GRAPHICS	292		11/02/24	11/02/24	01 turn out gear			
	1-7-05-36-52.20		Fire & Rescue Turn Out Ge			250.00	0.00	0.00
MAIN ST MAIN STREET GRAPHICS, LLC	19223		09/19/24	10/19/24	01 fall fest banner			
	1-7-05-65-64.00		Parks/Rec Community Event			57.50	0.00	0.00
HOOPLA MIDWEST TAPE LLC	506414343		11/30/24	12/30/24	01 digital			
	1-7-05-70-22.35		Library Online/Electronic			276.79	0.00	0.00
MILTONACE MILTON ACE HARDWARE	45533/4		10/19/24	11/18/24	01 u-post/fastners			
	1-7-05-80-52.00		GCC Prchse - Current Yr			13.47	0.00	0.00
	45596/4		10/26/24	11/25/24	01 heavy duty post			
	1-7-05-80-52.00		GCC Prchse - Current Yr			11.39	0.00	0.00

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	45808/4		11/22/24	11/30/24	01 tarp - Silver Lake			
	1-7-05-80-52.00		GCC Prchse - Current Yr			19.99	0.00	0.00
Total For MILTON ACE HARDWARE						44.85	0.00	0.00
						=====	=====	=====
NEMRC NEW ENGLAND MUN RESOURCE								
** User Request New Check **	56147		12/01/24	12/01/24	01 Annual DRA			
	1-7-05-20-44.07		Computer Software & Licen			905.58	0.00	0.00
	VTGEOR FORM		11/07/24	11/27/24	01 2024 1099's			
	1-7-05-20-22.00		Admin Office Supplies			37.20	0.00	0.00
Total For NEW ENGLAND MUN RESOURCE CTR LTD						942.78	0.00	0.00
						=====	=====	=====
NWSWD NW VT SOLID WASTE MGT DIS	26190		09/12/24	11/11/24	01 bulk trash drop off			
	1-7-05-28-51.00		Municipal Trash			11.00	0.00	0.00
	26437		10/25/24	12/24/24	01 municipal tire program			
	1-7-05-28-51.00		Municipal Trash			280.00	0.00	0.00
	26634		11/15/24	12/31/24	01 tire drop off			
	1-7-05-28-51.00		Municipal Trash			440.00	0.00	0.00
Total For NW VT SOLID WASTE MGT DISTRICT						731.00	0.00	0.00
						=====	=====	=====
OMG O'ROURKE MEDIA GROUP	395996		11/15/24	12/04/24	01 DRB / SB notices			
	1-7-05-20-25.00		Printing/Publishing			102.40	0.00	0.00
	397267		11/30/24	12/20/24	01 SB/DRB notices			
	1-7-05-20-25.00		Printing/Publishing			111.20	0.00	0.00
Total For O'ROURKE MEDIA GROUP						213.60	0.00	0.00
						=====	=====	=====
PAYCHEX PAYCHEX	2024120301		12/03/24	12/05/24	01 19 tranx			
	1-7-05-05-45.00		Admin Contracted Services			169.95	0.00	0.00
PHILO PHILO SECURITY SYSTEMS	62874		11/21/24	11/25/24	01 annual security monitor			
	1-7-05-28-45.30		Library Building Maint.			330.00	0.00	0.00
PRIORITY PRIORITY EXPRESS	80592435		08/31/24	09/30/24	01 interlibrary loan program			
	1-7-05-70-22.30		Library Interlibrary Loan			249.66	0.00	0.00
	80592448		11/30/24	12/30/24	01 interlibrary loan			
	2-7-05-70-52.23		Water Bottle Fill Station			197.06	0.00	0.00
Total For PRIORITY EXPRESS						446.72	0.00	0.00
						=====	=====	=====

12/06/24
09:28 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 12/31/24

Section 5. Item #B.

Page 7 of 8
GeorgiaTreasurer

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct		Invoice Amount	Discenc. Amount	Discount Amount
VALLEE2 R L VALLEE INC	9438048		11/30/24	12/30/24	01	gasoline			
	1-7-10-30-51.00		Fuels And Oils				15.59	0.00	0.00
	9438049		11/30/24	12/30/24	01	gasoline			
	1-7-10-30-51.00		Fuels And Oils				48.45	0.00	0.00
Total For R L VALLEE INC							64.04	0.00	0.00
							=====	=====	=====
11239 ROWLEY	516847		11/19/24	11/24/24	01	#2 diesel			
	1-7-10-30-51.00		Fuels And Oils				444.03	0.00	0.00
	517932		12/03/24	12/08/24	01	diesel			
	1-7-10-30-51.00		Fuels And Oils				111.78	0.00	0.00
Total For ROWLEY							555.81	0.00	0.00
							=====	=====	=====
9550 ROWLEY	11.26.24		11/26/24	12/25/24	01	gasoline			
	1-7-10-30-51.00		Fuels And Oils				169.54	0.00	0.00
STITZEL SP&F ATTORNEYS, P.C.	88248		12/02/24	12/31/24	01	October services			
	1-7-05-05-43.00		Legal Expenses				1,365.84	0.00	0.00
ANR STATE OF VERMONT	5472-9050		12/03/24	12/03/24	01	storm water permit			
	1-7-10-05-55.35		State Permit Fee for Hwys				320.00	0.00	0.00
STICKS STICKS & STUFF	282741		11/05/24	12/31/24	01	poly film			
	1-7-10-30-62.00		Hwy Parts & Supplies				56.97	0.00	0.00
TRACTOR TRACTOR SUPPLY CREDIT PLA	-2749 112924		11/29/24	12/30/24	01	parts			
	1-7-10-30-62.00		Hwy Parts & Supplies				87.95	0.00	0.00
UNIFIR UNIFIRST CORPORATION	1080243759		11/13/24	12/13/24	01				
	1-7-10-40-18.00		Highway Uniforms/Boots				109.56	0.00	0.00
	1080245068		11/20/24	12/19/24	01	uniforms			
	1-7-10-40-18.00		Highway Uniforms/Boots				109.56	0.00	0.00
	1080245934		11/26/24	12/26/24	01	office mats			
	1-7-05-28-45.50		Town Hall Building Maint.				52.39	0.00	0.00
	1080245935		11/26/24	12/25/24	01	library mats			
	1-7-05-28-45.50		Town Hall Building Maint.				41.68	0.00	0.00
	1080246181		11/27/24	12/26/24	01	uniforms			
	1-7-10-40-18.00		Highway Uniforms/Boots				109.30	0.00	0.00
	1710401800		11/27/24	12/26/24	01	uniforms			
	1-7-10-40-18.00		Highway Uniforms/Boots				109.03	0.00	0.00

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09:28 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 12/31/24

Section 5. Item #B.

Page 8 of 8
GeorgiaTreasurer

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
Total For UNIFIRST CORPORATION						531.52	0.00	0.00
VTDL&R VERMONT DEPT OF LABOR & I 10.15.24								
			10/15/24	10/15/24	01	late filing penalty		
	1-7-05-75-20.00	Worker Comp. Insurance				200.00	0.00	0.00
VT EMS VERMONT EMS DISTRICT 1, I 2024 105								
			11/07/24	12/07/24	01	annual dues		
	1-7-05-36-99.00	GFD Miscellaneous Exp.				150.00	0.00	0.00
VIKING VIKING -CIVES USA								
	4537471		11/25/24	12/24/24	01	hardware		
	1-7-10-30-62.00	Hwy Parts & Supplies				151.68	0.00	0.00
VMERSDC VMERS DB								
	NOV 2024		11/30/24	12/11/24	01	November retirement		
	1-2-00-05-10.25	Retirement Withholding				10,730.06	0.00	0.00
Report Grand Total						54,543.16	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	53,151.27	0.00
Z	1,391.89	0.00
	54,543.16	0.00

+93.69
54,636.85
- .99 Apple
(next warrant)
54,635.86

12/06/24

09:47 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 36 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 12/09/24 To 12/09/24

Section 5. Item #B. 1
Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1405	monthly cleaning	1040.00	0.00	1040.00	3966	12/09/24
ALLEGIANC ALLEGIANCE TRUCKS	X122034163:0	tube, assembly coolant	189.93	0.00	189.93	3967	12/09/24
AMAZON AMAZON CAPITAL SERVICES	19RMM1C1DK3T	activity supplies	308.37	0.00	308.37	3968	12/09/24
AMAZON AMAZON CAPITAL SERVICES	1NGTGD1KT1F1	books	11.50	0.00	11.50	3968	12/09/24
AMAZON AMAZON CAPITAL SERVICES	1P1DNYJKGRTC	books / activities	963.11	0.00	963.11	3968	12/09/24
AMAZON AMAZON CAPITAL SERVICES	1PRP939NDQM6	chain saw grease gun	37.18	0.00	37.18	3968	12/09/24
AMAZON AMAZON CAPITAL SERVICES	1YTPHL3MR46V	books/supplies	88.29	0.00	88.29	3968	12/09/24
AVENU AVENU INSIGHTS & ANALYTICS	INVB-057595	monthly fee	890.00	0.00	890.00	3969	12/09/24
AVENU AVENU INSIGHTS & ANALYTICS	INVB-058495	Dec monthly fee	890.00	0.00	890.00	3969	12/09/24
B&A AUTO B & A AUTO	43633	tire change	400.00	0.00	400.00	3970	12/09/24
B&A AUTO B & A AUTO	43639	mount & balance	100.00	0.00	100.00	3970	12/09/24
BLUECR BLUE CROSS & BLUE SHIELD OF VT	NOV 2024	monthly premium	17088.57	0.00	17088.57	3971	12/09/24
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14588	remote IT	160.00	0.00	160.00	3972	12/09/24
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14597	remote IT	80.00	0.00	80.00	3972	12/09/24
BROOKFIEL BROOK FIELD SERVICE	50901	T/S 1.5 hr exercise	648.90	0.00	648.90	3973	12/09/24
CANON CANON FINANCIAL SERVICES, INC	36216934	monthly usage	363.40	0.00	363.40	3974	12/09/24
CASELLA CASELLA WASTE MGT., INC.	676753	waste disposal	141.71	0.00	141.71	3975	12/09/24
CASELLA CASELLA WASTE MGT., INC.	676772	bulk trash	780.33	0.00	780.33	3975	12/09/24
CATAMOUNT CATAMOUNT LIBRARY NETWORK	CLN 2025	annual membership	1233.40	0.00	1233.40	3976	12/09/24
CVE CHAMPLAIN VALLEY EQUIPMENT, IN	CS48448	parts	76.53	0.00	76.53	3977	12/09/24
FIDIUM CONSOLIDATED COMMUNICATIONS	-3032 111824	monthly charges	86.53	0.00	86.53	3978	12/09/24
PTCC CREDIT CARD SERVICES	-0055 112524	RealTruck/LinkedIn	918.39	0.00	918.39	3979	12/09/24
EXIT18 EXIT 18 EQUIPMENT	93507	chain saw	324.92	0.00	324.92	3980	12/09/24
EYE MED FIDELITY SECURITY LIFE INSURAN	166574902	December premium	57.67	0.00	57.67	3981	12/09/24
FCSD FRANKLIN COUNTY SHERIFF DEPART	608 OCT 2024	monthly patrols	4642.53	0.00	4642.53	3982	12/09/24
GAP GEORGIA AUTO PARTS	14636	weld on hooks	27.00	0.00	27.00	3983	12/09/24
GAP GEORGIA AUTO PARTS	14645	rosebud heating	93.20	0.00	93.20	3983	12/09/24
GAP GEORGIA AUTO PARTS	14724	misc parts	6.20	0.00	6.20	3983	12/09/24
GAP GEORGIA AUTO PARTS	14870	brake cleaner/pads	235.08	0.00	235.08	3983	12/09/24
GEEK GREEN MOUNTAIN GEEK LLC	2389	annual support	770.00	0.00	770.00	3984	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-0000 112524	old garage	130.64	0.00	130.64	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-0001 112524	library well	28.17	0.00	28.17	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-0002 112524	library	388.13	0.00	388.13	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-0005 112524	town offices	292.64	0.00	292.64	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-0006 112524	fire station	529.85	0.00	529.85	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-2626 112524	new garage	370.16	0.00	370.16	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-3109 112124	stone bridge	20.77	0.00	20.77	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	-4295 112524	salt shed	24.18	0.00	24.18	3985	12/09/24
GMP GREEN MOUNTAIN POWER CORPORATI	0009- 112524	street lights	222.19	0.00	222.19	3985	12/09/24
IDS IDS	25-211	animal tags / licenses	440.22	0.00	440.22	3986	12/09/24
INTERACTI INTERACTIVE SCIENCES, INC	2024-3049-1	annual sponsorship	500.00	0.00	500.00	3987	12/09/24
J&L J & L HARDWARE, INC.	523305	belt	14.49	0.00	14.49	3988	12/09/24
J&L J & L HARDWARE, INC.	523483	belt/return	0.30	0.00	0.30	3988	12/09/24
J&L J & L HARDWARE, INC.	523493	belts	99.55	0.00	99.55	3988	12/09/24
J&L J & L HARDWARE, INC.	523723	maxlite	155.98	0.00	155.98	3988	12/09/24
J&L J & L HARDWARE, INC.	523908	hardware/returns	1.46	0.00	1.46	3988	12/09/24
J&L J & L HARDWARE, INC.	524084		42.88	0.00	42.88	3988	12/09/24
		uni-proof 50 deg non-toxic ant					
		comfort grip nozzle					
J&L J & L HARDWARE, INC.	CM 523559	return	-91.25	0.00	-91.25	3988	12/09/24

12/06/24

09:47 am

Town of Georgia, Vermont Accounts Payable

Section 5. Item #B. 2

Check Warrant Report # 36 Current Prior Next FY Invoices

Georgia Treasurer

For checks For Check Acct 01 (General Fund) 12/09/24 To 12/09/24

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
JOHNSONH	JOHNSON HARDWARE & RENTAL	117019	boots - R Quesnel	112.00	0.00	112.00	3989 12/09/24
JOHNSONH	JOHNSON HARDWARE & RENTAL	117020	outpace ct gunmetal	102.00	0.00	102.00	3989 12/09/24
JOHNSONH	JOHNSON HARDWARE & RENTAL	117022	boots - K Bigelow	45.00	0.00	45.00	3989 12/09/24
JOHNSONH	JOHNSON HARDWARE & RENTAL	117026	boots - S Bigelow	300.00	0.00	300.00	3989 12/09/24
KONICA	KONICA MINOLTA PREMIER FINANCE	4608632	monthly copier	362.16	0.00	362.16	3990 12/09/24
BROOKS	KYLER BROOKS	CURB CUT	recording fee refund	45.00	0.00	45.00	3991 12/09/24
LEVELONE	LEVEL ONE GRAPHICS	292	turn out gear	250.00	0.00	250.00	3992 12/09/24
MAIN ST	MAIN STREET GRAPHICS, LLC	19223	fall fest banner	57.50	0.00	57.50	3993 12/09/24
HOOPLA	MIDWEST TAPE LLC	506414343	digital	276.79	0.00	276.79	3994 12/09/24
MILTONACE	MILTON ACE HARDWARE	45533/4	u-post/fastners	13.47	0.00	13.47	3995 12/09/24
MILTONACE	MILTON ACE HARDWARE	45596/4	heavy duty post	11.39	0.00	11.39	3995 12/09/24
MILTONACE	MILTON ACE HARDWARE	45808/4	tarp - Silver Lake	19.99	0.00	19.99	3995 12/09/24
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	56147	Annual DRA	905.58	0.00	905.58	3996 12/09/24
Annual Disaster Recovery Agreement 01/01/25 - 12/31/25							
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	VTGEOR FORM	2024 1099's	37.20	0.00	37.20	3997 12/09/24
NWSWD	NW VT SOLID WASTE MGT DISTRICT	26190	bulk trash drop off	11.00	0.00	11.00	3998 12/09/24
NWSWD	NW VT SOLID WASTE MGT DISTRICT	26437	municipal tire program	280.00	0.00	280.00	3998 12/09/24
NWSWD	NW VT SOLID WASTE MGT DISTRICT	26634	tire drop off	440.00	0.00	440.00	3998 12/09/24
OMG	O'ROURKE MEDIA GROUP	395996	DRB / SB notices	102.40	0.00	102.40	3999 12/09/24
OMG	O'ROURKE MEDIA GROUP	397267	SB/DRB notices	111.20	0.00	111.20	3999 12/09/24
PAYCHEX	PAYCHEX	2024120301	19 tranx	169.95	0.00	169.95	E 120901 12/09/24
PHILO	PHILO SECURITY SYSTEMS	62874	annual security monitor	330.00	0.00	330.00	4000 12/09/24
Security panel monitoring 10/16/24-10/16/25							
PRIORITY	PRIORITY EXPRESS	80592435	interlibrary loan progra	249.66	0.00	249.66	4001 12/09/24
PRIORITY	PRIORITY EXPRESS	80592448	interlibrary loan	197.06	0.00	197.06	4001 12/09/24
VALLEE2	R L VALLEE INC	9438048	gasoline	15.59	0.00	15.59	4002 12/09/24
VALLEE2	R L VALLEE INC	9438049	gasoline	48.45	0.00	48.45	4002 12/09/24
11239	ROWLEY	516847	#2 diesel	444.03	0.00	444.03	4003 12/09/24
11239	ROWLEY	517932	diesel	111.78	0.00	111.78	4003 12/09/24
9550	ROWLEY	11.26.24	gasoline	169.54	0.00	169.54	4004 12/09/24
STITZEL	SP&F ATTORNEYS, P.C.	88248	October services	1365.84	0.00	1365.84	4005 12/09/24
ANR	STATE OF VERMONT	5472-9050	storm water permit	320.00	0.00	320.00	4006 12/09/24
Forest Glen Residential Neighborhood Permint # 5472-9050							
STICKS	STICKS & STUFF	282741	poly film	56.97	0.00	56.97	4007 12/09/24
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	-2749 112924	parts	87.95	0.00	87.95	4008 12/09/24
UNIFIR	UNIFIRST CORPORATION	1080243759		109.56	0.00	109.56	4009 12/09/24
UNIFIR	UNIFIRST CORPORATION	1080245068	uniforms	109.56	0.00	109.56	4009 12/09/24
UNIFIR	UNIFIRST CORPORATION	1080245934	office mats	52.39	0.00	52.39	4009 12/09/24
UNIFIR	UNIFIRST CORPORATION	1080245935	library mats	41.68	0.00	41.68	4009 12/09/24
UNIFIR	UNIFIRST CORPORATION	1080246181	uniforms	109.30	0.00	109.30	4009 12/09/24
UNIFIR	UNIFIRST CORPORATION	1710401800	uniforms	109.03	0.00	109.03	4009 12/09/24
VTDL&R	VERMONT DEPT OF LABOR & INDUST	10.15.24	late filing penalty	200.00	0.00	200.00	4010 12/09/24
Penalty for late filing Jan 24 and Feb 24.							
VT EMS	VERMONT EMS DISTRICT 1, INC.	2024 105	annual dues	150.00	0.00	150.00	4011 12/09/24
VIKING	VIKING -CIVES USA	4537471	hardware	151.68	0.00	151.68	4012 12/09/24
VMERSDC	VMERS DB	NOV 2024	November retirement	10730.06	0.00	10730.06	4013 12/09/24

12/06/2024
09:47 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 36 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 12/09/24 To 12/09/24

Section 5. Item #B.

3

GeorgiaTreasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			54,635.86	0.00	54,635.86		

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 \$ ****54,635.86 Let this be your order for the payments of these amounts.

Carl Rosenquist (Chair)

Devon Thomas (Vice Chair)

Brian Dunsmore

Paul Jansen

Kristina Senna

Town of Georgia 2025-2030 Capital Budget Worksheet

DEPARTMENT Administration

DATE 12/9/2024

<u>Year</u>	<u>Item</u>	<u>Purchase Total</u>	<u>Salvage</u>	<u>Impact Fees</u>	<u>Reserve Funds</u>	<u>Grant Funding</u>	<u>Financing</u>	<u>Current Taxes</u>
2025	Stand up Desks & Chairs	\$ 5,000.00				x		
2026	Expand Vault downstairs			x				
2029	Replace Conference Room carpent and TA carpet	\$ 5,000.00		x	x			
Total		\$ 10,000.00	-	-	-	-	-	-

Town of Georgia

2025-2030 Capital Budget Worksheet

DEPARTMENT Fire and Rescue DepartmentDATE 12/9/2024

<u>Year</u>	<u>Item</u>	<u>Purchase Total</u>	<u>Salvage</u>	<u>Impact Fees</u>	<u>Reserve Funds</u>	<u>Grant Funding</u>	<u>Financing</u>	<u>Current Taxes</u>
2025	Mobile radios (7)	\$17,500				x		
2025	Portable radios (30)	\$60,000				x		
2025	Positive Pressure Fan	\$10,000		x				
2025	Lifting Bags	\$20,000		x				
2025	Turnout Gear (3 sets per year)	\$15,000						x
2026	Base Station Radios	\$7,000		x				
2026	Turnout Gear (3 sets per year)	\$15,000						x
2027	Rescue Jacks	\$25,000		x				
2027	Turnout Gear (3 sets per year)	\$15,000						x
2028	Extrication Tools (Ram, Cutter, Spreader)	\$60,000		x				
2028	Turnout Gear (3 sets per year)	\$15,000						x
2029	Ladder 1	\$1,600,000			x		x	x
2029	Turnout Gear (3 sets per year)	\$15,000						x
2030	Turnout Gear (3 sets per year)	\$15,000						x

Total

\$1,889,500

Town of Georgia
2025-2030 Capital Budget Worksheet

DEPARTMENT Parks and RecDATE 12/9/2024

<u>Year</u>	<u>Item</u>	<u>Purchase Total</u>	<u>Salvage</u>	<u>Impact Fees</u>	<u>Reserve Funds</u>	<u>Grant Funding</u>	<u>Financing</u>	<u>Current Taxes</u>
2025	Tennis court/ basketball court resurfacing	\$ 25,000.00		x	x			x
2026	New Z turn/ replace 2017 Ferris	\$ 10,500.00	\$1,000	x	x			x
2025	New Dock	\$ 40,000.00		x	x			x
	New Gate	TBD						
Total		\$ 75,500.00						

Town of Georgia
2025-2030 Capital Budget Worksheet

DEPARTMENT HighwayDATE 12/9/2024

<u>Year</u>	<u>Item</u>	<u>Purchase Total</u>	<u>Salvage</u>	<u>Impact Fees</u>	<u>Reserve Funds</u>	<u>Grant Funding</u>	<u>Financing</u>	<u>Current Taxes</u>
2025	3 point hitch Generator used	\$ 9,000.00		x				
2025	Electrical for Generator	\$ 18,000.00						x
2025	New Floor scrubber Highway & Fire station	\$ 6,000.00						x
2026	New Pressure washer - hot water	\$ 6,000.00	\$200	x				x
2027	New Tractor w/ enclosed cab	\$ 100,000.00	\$5,000		x		x	x
2027	New Backhoe	\$ 188,000.00	\$35,000		x		x	x
2028	New Tandem Plow Truck/replace 2017	\$ 310,000.00	\$30,000		x		x	x
2030	New Single Axle Plow Truck/ replace 2013	\$ 300,000.00	\$10,000		x		x	x
2030	New Z turn	\$ 12,000.00	\$1,000	x				
Total		\$ 949,000.00	\$ 81,200.00					

Town of Georgia
Fraud Prevention Policy

PURPOSE. The purpose of this policy is to provide a mechanism for employees and officers to bring to the attention of the Select Board Chairperson or a member of the Select Board Finance Committee any complaints regarding the integrity of the Town's internal financial controls or the accuracy or completeness of financial or other information used in or related to the Town's financial statements and reports. Town employees and officers shall not be discharged, demoted, suspended, threatened, harassed, or discriminated against in any manner for raising reasonable questions concerning the fair presentation of town financial statements in accordance with this policy.

REPORTS OF IRREGULARITY. Any employee who has a complaint regarding the integrity of the Town's internal financial controls or the accuracy or completeness of financial or other information used in or related to the Town's financial statements and reports, or who observes any questionable accounting practices, should report such complaint to the Select Board Chairperson or a member of the Select Board Finance Committee.

The report should include a description of the matter or irregularity, the period of time during which the employee observed the matter or irregularity, and any steps that the employee has taken to investigate the matter or irregularity, including reporting it to a supervisor and the supervisor's reaction. The report may include, at the employee's option, the employee's contact information if additional information is needed. However, a report shall not be deemed deficient because the employee did not include contact information.

Examples of reportable actions include any indication of fraud, misappropriation of Town resources, substantial variation in the Town's financial reporting methodology from prior practice or from generally accepted accounting principles, and the falsification, concealment, or inappropriate destruction of Town financial records.

INVESTIGATION. Upon receiving such a report, *the selectboard* shall investigate the issues identified in the report. The selectboard may consult with the town auditors, town manager, treasurer, any other Town employee, officer, legal counsel, independent auditors, or any other person or entity as part of their investigation. At the conclusion of the investigation, the *selectboard* shall prepare a written response to the report, which shall be a public document.

In accordance with 24 V.S.A. § 1686(c), any town officer who willfully refuses or neglects to submit his or her books, accounts, vouchers, or tax bills to the auditors after five business days following his or her receipt by certified mail of a written request by the auditors or public accountant that is approved and signed by the selectboard, or to furnish all necessary information in relation thereto, shall be ineligible for reelection for the year ensuing and be subject to the penalties otherwise prescribed by law.

The foregoing Policy is hereby adopted by the selectboard of the Town of Georgia, Vermont, this

___ day of _____ and is effective as of this date until amended or repealed.

Chairperson

Selectboard Members

Town of Georgia
Accounting, Auditing and Financial Reporting Policy

PURPOSE. The purpose of this Accounting, Auditing and Financial Reporting Policy is to establish and maintain high standards for accounting practices in the Town of Georgia, thereby enabling voters, the selectboard, and the treasurer to make sound decisions in preparing and adopting the Town budget and managing Town finances.

ACCOUNTING. The accounting practices of the Town will conform to Generally Accepted Accounting Principles for local governments as established by the Governmental Accounting Standards Board. The treasurer will establish and maintain a system of fund accounting and shall measure financial position and results of operations using the modified cash basis of accounting for governmental activities.

AUDITING. Annually the selectboard will cause the Town financial statements to be audited by a qualified, properly licensed independent accounting firm. This audit will be conducted in addition to any audit performed by the Town’s elected auditors under 24 V.S.A. §§ 1681 et seq.

QUARTERLY AND ANNUAL FINANCIAL REPORTING. The treasurer will prepare quarterly financial reports for the selectboard’s management purposes. These will consist of:

Budget Report showing revenues collected and appropriations expended for the previous quarter with the variance from the budget amounts for each line item;

Statement of Revenue, Expenditures, and Changes in Fund Balance showing revenues and expenditures and the difference between the two, the beginning fund balance for the period, the ending fund balance; and

Balance Sheet showing Town assets less liabilities and the fund balance.

The treasurer will also prepare an annual financial report. This report should include financial statements for each of the funds of the Town, as well as appropriate additional disclosures as necessary for the complete understanding of the financial statements presented. In addition, the report should include a narrative discussion to explain how the Town’s current financial position and results of financial activities compare with those of the prior year and with budgeted amounts. This report, together with the most recent independent auditor’s report and any report prepared by the Town’s elected auditors under 24 V.S.A. § 1682, will be reproduced in the Town’s annual report each year.

The foregoing Policy is hereby adopted by the selectboard and the treasurer of the Town of Georgia, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

SIGNATURES.

Selectboard Chair

Treasurer

Selectboard Members:

Town of Georgia
Cash Receipts, Petty Cash & Returned Check Policy

This policy supersedes and replaces the Cash Receipts, Petty Cash and Returned Check Policy dated the 8th of August, 2011 and the Returned Checks Policy dated April 28, 2005.

PURPOSE. The purpose of this Cash Receipts Policy is to establish proper management practices over cash, checks, and other receipts in order to instill public confidence in Town operations and to provide accurate, reliable, and timely information upon which financial decisions can be made.

AUTHORIZED PERSONNEL. For internal control purposes, only the following officers, employees, and volunteers are authorized to receive funds on behalf of the Town of Georgia: treasurer, assistant treasurer, town clerk, assistant town clerk, collector of delinquent taxes, selectboard members, cemetery commissioners, constable, fire warden, town administrator, service officer, zoning administrator, library trustees, and librarian.

PROPER PAYEE. All checks, money orders, and credit card payments, regardless of function, must be made payable to the Town of Georgia. No instruments may be made payable to a Town officer, employee, volunteer, department, committee, board, or group.

RECEIPTS. Persons authorized to receive funds on behalf of the Town must issue a fully completed collection receipt for any cash received. The accounting system (currently NEMRC) generated receipt must be issued to the person from whom the funds are received. The second copy must be delivered to the treasurer with the funds.

SAFEGUARDING FUNDS. Safeguarding funds prior to deposit with the treasurer is the responsibility of authorized personnel receiving the funds. All coins, currency, checks, credit card information, and money orders must be retained in a secure place until deposited with the treasurer in accordance with the section below.

PREPARING AND DEPOSITING FUNDS. Funds collected by authorized persons totaling \$200 or more must be deposited with the treasurer no later than the following business day. Funds collected totaling less than \$200 must be deposited with the treasurer no later than the first business day of the following week.

Each person depositing funds with the treasurer must have those funds recorded in the accounting software, currently NEMRC. If the deposit is made in cash, a second person will count and verify the amount deposited in the presence of the person depositing the funds. All deposits made to the treasurer will be issued a receipt or other acknowledgement. The treasurer will take the deposits or transmit deposits electronically to the bank as necessary and retain copies of all deposit statements issued by the bank.

BANK RECONCILIATION. Once the Treasurer has completed the bank reconciliations in the accounting software, currently NEMRC, the Treasurer will present the reconciliation report and the bank statements to the Finance Committee of the Select Board for review and sign off.

YEAR END CASH RECEIPTS. The final cash deposit of the calendar year shall be made on the last business day of the calendar year. All accompanying general ledger entries shall be made as needed and the Period will be closed in the accounting system in the Accounts Payable module and the General Ledger module.

PETTY CASH. No officer, employee, volunteer, department, committee, board, or group may establish a petty cash system.

RETURNED CHECKS.

Returned Checks – Fees & Charges: Checks returned unpaid by your bank are automatically deposited a second time by the Town of Georgia’s bank in an effort to clear payments. The Town of Georgia has no control over this process and cannot predict when deposit attempts will happen. The best strategy is to ensure that funds sufficient to cover outstanding checks are available in your bank account when any attempts to deposit occur. If your bank fails to honor your checks after the second attempt to deposit, the check(s) will be returned to the Town of Georgia. Returned checks, regardless of the reason, are subject to a \$25.00 service charge per item. If your check is returned due to a bank error, we require a letter from your bank explaining the error. When we have a copy of the letter on file, the returned check service charge will be cancelled. Regardless of the bank’s error, you are responsible for redeeming the returned check, by paying the original check amount. Do not wait to submit payment until the service charge has been cancelled, or you will be held responsible for any accrued late fees.

Suspension of Check Writing Privileges: Citizens and other payers who have had one check returned are placed on a cash payment basis for six months. Payers who have had one check returned for zoning or planning purchases are placed on a cash payment basis indefinitely. This means that any payment received by the Town of Georgia will be requested in the form of certified funds (cashier’s check, money order, or cash); we are unable to accept credit card payments. Two or more returned checks result in the suspension of check writing privileges for two years. At the end of the suspension period, check writing privileges may be restored at the direction of the Town Treasurer. Nevertheless, any department at the Town of Georgia has the right to request payment in the form of a cashier’s check, money order, or cash at any time.

Notice for Returned Checks: Your bank will notify you when the payment has been returned to the Town of Georgia and may charge bank penalties for each failed attempt to deposit. Shortly thereafter, you will receive notification from the Town of Georgia either by phone or letter. Whether or not you receive notification from the Town of Georgia, you are responsible for the returned check and are subject to the resultant penalties. For example, if you make a tax payment on October 15th and your check is returned, the payment is now considered delinquent and a \$25.00 returned check fee is added. Therefore, the returned check should be paid immediately.

The foregoing Policy is hereby adopted by the selectboard and the treasurer of the Town of Georgia, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Treasurer

Chairperson

Town of Georgia
Credit Card Policy

PURPOSE. Credit cards provide a convenient method of obtaining goods and services for the Town. However, by their nature, credit cards provide an opportunity for unauthorized purchases and fraudulent activity. The purpose of this policy is to establish criteria for the proper use of credit cards when conducting Town business.

CARD HOLDERS AND LIMITS. The selectboard will determine which officers and employees of the Town will be authorized to use a Town credit card and will establish appropriate limits for each purchase and the total credit limit for each card. Cards will be issued in the names of authorized officers and employees.

CREDIT CARD USE. Credit cards issued under this policy may only be used by the named cardholder to conduct Town business. Credit cards may not be used for personal purchases, cash advances, or purchases that exceed the cardholder’s authorized purchase limit. A cardholder who makes unauthorized purchases or advances will be liable for the amount of such purchases or advances, plus any administrative fees charged by the bank in connection with the misuse. Employees may be subject to disciplinary action for misuse of a Town credit card, up to and including termination.

SECURITY. Authorized credit card users are responsible for the card’s protection and custody and shall immediately notify the selectboard chair and the credit card company or bank if the credit card is lost or stolen.

DOCUMENTATION. After each purchase, the receipt will be submitted to the Treasurer to be matched to the credit card statement. For over-the-counter purchases, documentation will include the invoice and customer copy of the charge receipt. For internet purchases, documentation will include a copy of the receipt and order conformation page. For telephone purchases, documentation will include a faxed copy of the receipt from the vendor.

SEPARATION. Prior to separation from the Town, the cardholder will surrender the credit card to the selectboard chair or treasurer.

The foregoing Policy is hereby adopted by the selectboard of the Town of Georgia, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Authorized user

Chairperson

Treasurer

Selectboard members

Town of Georgia
Investment Policy

PURPOSE. In accordance with 24 V.S.A. § 1571(b), moneys received by the treasurer on behalf of the Town of Georgia may be invested and reinvested by the treasurer with the approval of the selectboard. The purpose of this Investment Policy is to establish the investment objectives, standards of investing prudence, eligible investments and transactions, internal controls, reporting requirements, and safekeeping and custodial procedures necessary for the proper management and investment of the funds of the Town of Georgia.

OBJECTIVES. The primary objectives in priority order of investment of the funds of the Town of Georgia shall be safety, liquidity, yield, and local investment:

Safety. Safety of principal shall be the foremost objective of Town funds. Investments will be undertaken so as to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk (the risk of loss due to the failure of the security) and interest rate risk (the risk that the market value of securities in the portfolio will fall due to changes in market interest rates). Credit risk will be minimized by diversifying the Town’s investment portfolio so that the impact of potential losses from any one type of investment will be minimized. Interest rate risk will be minimized by investing operating funds primarily in shorter term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the Town’s investment portfolio.

Liquidity. The Town’s investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. This will be accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. The portfolio will consist primarily of securities with active secondary or resale markets. A portion of the portfolio may be placed in money market mutual funds to ensure liquidity for short-term funds.

Yield. The investment portfolio will be designed to attain a market rate of return throughout budget and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments will be limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed.

Local Investment. Where possible, funds may be invested for the betterment of the local economy. The Town may accept a proposal from an eligible institution that provides for a reduced rate of interest, provided that such institution documents the use of deposited funds for community development projects. Local investment is of tertiary importance compared to the safety, liquidity, and yield objectives described above.

POOLING. Except where prohibited by law, cash and reserve balances from all funds will be

consolidated to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Investment income will be allocated to various funds based on their respective participation and in accordance with generally accepted accounting principles.

STANDARD OF CARE. The standard of care to be used by the treasurer and selectboard shall be the prudent person standard and shall be applied in the context of managing an overall portfolio. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

CONFLICTS OF INTEREST. The selectboard and the treasurer shall refrain from personal business activity that could conflict with the proper execution and management of the Town’s investments or that could impair their ability to make impartial decisions. They shall disclose any material interests in financial institutions with which the Town conducts business, and further disclose any personal financial or investment positions that could be related to the performance of the Town’s investments. Selectboard members and the treasurer shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Town.

INTERNAL CONTROLS. The selectboard and treasurer will establish a system of internal controls, which shall be documented in writing to prevent the loss of invested funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the Town.

AUTHORIZED INVESTMENTS AND INSTITUTIONS. Public deposits shall only be made in qualified public depositories as established by Vermont law. All financial institutions and broker/dealers who desire to become qualified for investment transactions with the Town must supply the following as appropriate:

1. Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines;
2. Proof of National Association of Securities Dealers (NASD) certification;
3. Proof of state registration;
4. Certification of having read and understood and agreeing to comply with the Town’s investment policy; and
5. Evidence of adequate insurance coverage.

The treasurer and selectboard will conduct an annual review of the financial condition and registration of all qualified financial institutions and broker/dealers.

The following investments will be permitted under this policy:

1. U.S. Treasury obligations which carry the full faith and credit guarantee of the United States Government and are considered to be the most secure instruments available;
2. U.S. government agency and instrumentality obligations that have a liquid market with a readily determinable market value;
3. Certificates of deposit and other evidences of deposit at financial institutions;
4. Bankers acceptances;
5. Commercial paper, rated in the highest tier (e.g., A-1, P-1, F-1, D-1 or higher) by a nationally recognized rating agency;
6. Investment grade obligations of state and local governments and public authorities;
7. Repurchase agreements whose underlying purchased securities consist of the aforementioned instruments;
8. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities; and
9. Local government investment pools, either state-administered or developed through joint powers statutes, and other intergovernmental agreement legislation.

COLLATERALIZATION. Collateralization using obligations fully guaranteed by the full faith and credit of a Vermont municipality, the State of Vermont, and/or the United States Government will be required on certificates of deposit and repurchase agreements. The current market value of the applicable collateral will at all times be no less than 102% of the sum of principal plus accrued interest of the certificates of deposit or the repurchase agreement secured by the collateral. Collateral will always be held by an independent party, in the Town’s name, with whom the Town has a current custodial agreement. Evidence of ownership must be supplied to, and retained by, the Town.

SAFEKEEPING AND CUSTODY. All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by an independent third-party custodian selected by the treasurer as evidenced by safekeeping receipts in the Town’s name. The safekeeping institution shall annually provide a copy of its most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

REPORTING. The treasurer will prepare a quarterly investment report that analyzes the status of the current investment portfolio and the individual transactions executed over the last quarter. The report will include a listing of individual securities held at the end of the reporting period, realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over a one-year duration that are not intended to be held until maturity, average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks, listing of investment by maturity date, and percentage of the total portfolio which each type of investment represents.

The foregoing Policy is hereby adopted by the selectboard and the treasurer of the Town of Georgia, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Treasurer

Chairperson

Selectboard Members:

**TOWN OF GEORGIA
PLANNING COMMISSION
FINDINGS OF FACT, CONCLUSIONS & ORDER**

**NOTICE OF DECISION
SA-001-21**

**Town of Georgia, Highway Garage – Applicant / Owner
Site Plan Amendment Review**

This matter came before the Georgia Planning Commission on the application of Town of Georgia, Owner/Applicant, hereafter referred to as Applicant, for Site Plan Amendment Review to adjust the placement of the 14,880 square foot municipal highway garage and related infrastructure north to avoid wetlands. The property is located at 83 Plains Road within the AR-2 zoning district.

The parcel contains ± 5.4 acres and was created as part of a 2-lot subdivision by former owners Gary & Olive Gilmond, following a Final Plat Review conducted by the Georgia Planning Commission November 11, 2019. The Gilmond Final Plat Decision required Applicant, or Applicant's assigns, submit for and receive Site Plan Approval prior to receiving a Zoning Permit.

The Planning Commission originally held a public hearing on December 22, 2020. A Notice of Public Hearing was duly published on December 4, 2020 and all adjoining property owners were notified. Derick Reed of Krebs & Lansing Consulting Engineers, Inc., was present and represented Applicant at the hearing.

The Planning Commission held a public hearing for the Site Plan Amendment on September 28, 2021. A Notice of Public Hearing was duly published on September 10, 2021, and all adjoining property owners were notified. Amber Baker and Kyle Grenier were present and representing Applicant at the hearing. The Planning Commission voted to continue the hearing until time specified as October 26, 2021.

The continued Planning Commission hearing was held on October 26, 2021. Derick Reed of Krebs & Lansing Consulting Engineers, Inc., Matt Young, Mike Connor of Connor Contracting, Inc., Amber Baker, Town Administrator, and Kyle Grenier, Selectboard Vice Chair, were present representing Applicant.

Based on the above-mentioned public hearing, plans submitted, and additional documents contained in the planning file for this proposal, the Planning Commission enters the following Findings of Fact, Conclusions, and Order.

FINDINGS OF FACT

NOTE: The application, any and all relevant evidence presented to the Commission, and the minutes of the hearings conducted by the Town of Georgia Planning Commission on December 22, 2020, September 28, 2021, and October 26, 2021, shall be considered part of the Findings of Fact and kept as part of the permanent record of the Applicant. This official record shall provide additional basis for the Commission’s decision.

1. Town of Georgia, Owner/Applicant, hereafter referred to as Applicant, requested a Site Plan Amendment hearing to amend their original Site Plan Approval on PC-028-20 to adjust the placement of the 14,880 square foot municipal highway garage and related infrastructure north to avoid wetlands. The parcel is located at 83 Plains Road in the AR-2 zoning district. The subject property is a ±5.4-acre parcel and is benefitted by ±157 feet of frontage on Ethan Allen Highway and a 60’ wide right-of-way easement over a parcel owned by Applicant containing the existing town highway garage.
2. The parcel was created as part of a 2-lot minor subdivision created by Olive and Gary Gilmond following a Final Plat Review on November 11, 2019 by the Georgia Town Planning Commission. The corresponding Mylar is recorded in the Land Records of the Town of Georgia at Map Slide 274, Map 564. A condition within the Gilmond Final decision stated: Prior to the issued of a Zoning Permit, Applicants, or Applicant’s assigns, shall submit a completed Site Plan application for review and approval by the Town of Georgia Planning Commission.
3. Georgia Town Planning Commission conducted a Site Plan hearing on December 22, 2020. A Notice of Public Hearing was duly published on December 4, 2020, and all abutting property owners were notified.
4. Applicant submitted the following plans prepared by Wiemann Lamphere Architects, Krebs & Lansing Consulting Engineers, Inc., and Pearson & Associates entitled:

Wiemann Lamphere Architects

- Schematic elevations 07/16/2020
- L1.01 Landscape Plan 06/08/2021

Wiemann Lamphere Architects and Krebs & Lansing Consulting Engineers

- C1.00 Overall Site plan 09/04/2021
- C1.01 Site Plan 09/04/2021
- C1.02 Site Plan 09/04/2021
- C2.00 Existing Conditions 09/04/2021
- C3.00 Erosion Prevention & Sediment Control Plan Pre-construction 09/04/2021
- C3.01 Erosion Prevention & Sediment Control Plant Winter 2021-2022 09/04/2021
- C3.02 Post Construction Stabilization Plan 09/04/2021
- C4.00 Civil Details 09/04/2021
- C4.01 Civil Details 09/04/2021
- C4.02 Civil Details 09/04/2021
- C4.03 Civil Details 09/04/2021
- C4.04 Civil Details 09/04/2021
- C5.01 Wetland Impact 08/18/2021

Wiemann Lamphere Architects and Pearson & Associates

- SE.1 Site Plan Photometric 09/14/2021
 - SE.2 Site Lighting Fixtures 09/14/2021
5. The structure proposed on Applicant's plans meet all current setback requirements and are within the designated building envelope as depicted on the approved subdivision plat.
 6. Applicant submitted Vermont Wastewater Permit WW-6-2597, approved October 18, 2019.
 7. Applicant submitted a letter from the Georgia Fire Chief dated December 8, 2020, which indicated the fire department's ability to serve the site. The Fire Chief requested a Knox Box key-box be attached to the building containing a key accessing all locks to the building. The Fire Chief also requested a separate Knox Box key-box be attached to the driveway gate to enter afterhours, and that the driveway and parking areas remain clear to allow fire apparatus access. This would include, but not be limited to, snow removal, a solid roadway, and any overhanging wires or branches from planted or existing trees be high enough for apparatus to safely go under.
 8. Applicant shall submit an approved State Wetland Permit prior to obtaining a zoning permit.
 9. The following members of the Georgia Planning Commission were present for the site plan amendment review public hearing on September 28, 2021, constituting a quorum: Suzanna Brown, Tony Heinlein, Greg Drew, and David Vincent. The following members of the Georgia Planning Commission were present for the site plan amendment review continued public hearing on October 26, 2021, constituting a quorum: Suzanna Brown, Greg Drew, Dave Vincent, Maurice Fitzgerald and Tony Heinlein. See the official meeting minutes for a list of others present at the meeting.
 10. The regulations in effect at the time of the decision: Town of Georgia Development Regulations, last amended October 14, 2013.

CONCLUSIONS

1. Applicant has submitted all relevant site plan information required by the Town of Georgia Development Regulations.
2. Approval of the site plan amendment is based on all site plan documents submitted and contained in the Town of Georgia, Town Garage, file.

ORDER

Based on the Findings of Fact and Conclusions set forth above, the Georgia Planning Commission approves Applicant's Site Plan Amendment adjust the placement of the 14,880 square foot municipal highway garage and related infrastructure north to avoid wetlands with the following conditions:

1. The final Mylar Site Plan and Survey Plat shall be signed by the chair of the Planning Commission and filed with the Town Clerk within 180 days of the Planning Commission's amended final approval. One 90-day extension may be granted by the Planning Commission.
 - a. 180 days from November 23, 2021, is May 22, 2022.
2. The final plat plan shall be accompanied by a vicinity map drawn at the scale of not over four hundred (400) feet to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area.
3. Within 180 days of the date of this decision Mylars and one scaled paper copy of each Mylar of the Final Site Plans shall also be submitted to the Zoning Administrator. Site Plan details shall include the following:
 - a. The building envelopes showing proposed setbacks.
 - b. Proposed building.
 - c. Calculated metes and bounds for all rights of way and easement areas.
 - d. Wastewater details with associated isolation areas.
 - e. Drilled well and well isolation areas.
 - f. Drainage details.
 - g. Erosion control details.
 - h. Stormwater details.
 - i. Contour lines at a minimum of 5' intervals.
 - j. Existing and proposed utilities (power lines serving each proposed building).
 - k. Existing and proposed driveways, parking area and proposed and future sidewalks.
 - l. Landscaping details, including a list of numbers, types and size of trees and shrubs to be planted.
 - m. Typical cross sections of the proposed grading of the driveway, parking, and sidewalks.
 - n. Natural features of the proposed site including: Wetlands with associated required buffers, streams with associated required buffers, prime agricultural soils, rock outcroppings, and slopes > 25%.
 - o. A 15' wide sidewalk easement located along the Ethan Allen Highway, at the easterly property line, with metes and bounds calculated.
 - p. The wastewater easement located along the northern property line and northwest corner of the lot in favor of the existing town highway garage parcel, with metes and bounds calculated.
 - q. Planning Commission and Town Clerk signature blocks.

4. Each Final Plat plan shall be accompanied by a vicinity map drawn at the scale of not over four hundred (400) feet to the inch to show the relation of the proposed subdivision to the adjacent properties and to the general surrounding area.
5. The Applicant can use a mix of fencing and boulders to monument the wetland buffers on the subject parcel as well as the adjoining Town owned parcel that currently has the rummage building located on it. All monumenting devices shall be maintained in perpetuity.
 - a. Boulders shall follow the most recent Town Zoning Regulations and be at least 3 cubic feet in size and placed every 20'.
6. In the wetland and wetland buffer the following items and activities are prohibited:
 - a. Motorized vehicles
 - b. Mowing or cutting of trees (except for hazard trees)
 - c. Livestock and pets (domestic or otherwise)
 - d. Storage of items (ex: trucks, trailers, equipment, building materials, etc.)
- 7.
8. Applicant shall follow all instructions listed in their State issued Wetlands Permit.
9. The class II wetland located on the parcel shall be used as a public education and teaching area, demonstrating the importance of maintaining wetlands and their buffers. Following the instructions of the State Wetland permit, the required additional wetland planting shall be a public activity.
 - a. The community shall be encouraged to participate in the wetland planting.
 - b. Within the next five years signage and trails for public education shall be installed, under the advisement of the Conservation Commission.
 - c. Any infrastructure associated with public education and maintenance thereof shall be treated as Town Common Property and be funded through available grants and the Town's Buildings & Grounds budget.
10. For fire protection, Applicant shall install a Knox Box key-box attached to the building containing keys to access all locks to the building. A separate Knox Box key-box shall be attached to the driveway gate to gain entry afterhours. The driveway and parking areas shall remain clear to allow fire apparatus access. This would include, but not be limited to, snow removal, a solid roadway, and any overhanging wires or branches from planted or existing trees be high enough for apparatus to safely go under.
11. The construction of the 14,880 square foot highway garage shall follow the approved amended plans, as set forth in the plans and exhibits as approved by the Planning

Commission and on file in the Town Office, and in accordance with the conditions of this approval.

- 12. Applicant shall be required to obtain a building permit from the Zoning Administrator prior to the construction of the proposed buildings.
- 13. Prior to the issuance of a Certificate of Occupancy, Applicant shall submit to the Zoning Administrator a letter from a licensed engineer or excavator stating the driveway was built to the current Town Standards.
- 14. Areas exposed during construction shall be treated in a manner consistent with the procedures contained in the Vermont Handbook for Soil Erosion and Sediment Control on Construction Sites published by Vermont's Department of Environmental Conservation.
- 15. Applicant is responsible for acquiring any and all necessary state permits required for this proposal. Copies of all required state permits shall be provided to the Zoning Administrator for submission into the planning files.
- 16. This project shall be completed, operated, and maintained as set forth in the plans and exhibits as approved by the Planning Commission and on file in the Town Office, and in accordance with the conditions of this approval.
- 17. All plans, drawings, and conditions/requirements etc. listed above or submitted at the hearing and used as the basis for the decision to grant this permit shall be binding on the applicants, their heirs, successors, and assigns. Projects shall be completed in accordance with such approved plans and conditions. Any deviation from the approved plans shall constitute a violation of permit and be subject to enforcement action by the Town.

Dated at Georgia, Vermont, this 23rd day of November 2021.

By: Suzanna Brown
Suzanna Brown
Georgia Planning Commission Chair

Vote to approve: In Favor - 6, Opposed – 0, Absent - 0.
In Favor- Suzanna Brown, Greg Drew, Tony Heinlein, David Vincent, and Maurice Fitzgerald.
Absent - None

30 Day Appeal Information:

An “interested person”, who has participated in this proceeding, may appeal this decision to the Vermont Environmental Court within 30 days of the date this decision was signed. Participation shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding. See V.S.A. Title 24, Chapter 117, Section 4465b for clarification on who qualifies as an “interested person”.

Notice of the Appeal, along with applicable fees, should be sent by certified mail to the Vermont Environmental Court. A copy of the notice of appeal should also be mailed to the Town of Georgia Planning Commission at 47 Town Common Rd. North, St. Albans, VT 05478-6089. Please contact the VT Environmental Court for more information on the filing requirements, fees, and current mailing address.

GPL Stat Comparison Pre-Pandemic 2019: 2024 Projected EOY

Library service/outreach	2019	2024
Operating Budget- Town contribution	\$132,374	160,336
State grants	\$200	\$300
Federal grants	\$390	\$890
Total grants	\$1,490	\$18,932
Salaries	\$64,289	\$97,165
Benefits	\$35,184	\$35,335
Total staff costs	\$99,473	\$132,150
Print expenditures	\$9,028	\$10,476
E-expenditures	\$1,622	5791.13
Total Collection expenditures	\$11,131	\$17,017
Registered borrowers	1469	1554
Circulation physical materials	15854	16144
E-circulation	3625	4044+hoopla
Total circulation	19505	20188
Interlibrary Loan		
Books in	679	3768
Books out	867	3684
Annual patron visits	10588	19274 * interpretation:people
Programs held	191	324 Jan-Oct 2024
Adult	75	
Child	115	
Youth	1	
Program attendance		
Adult	1022	2401 Jan-Oct 2024
Child	964	
Youth	5	

are diversifying their reading means and using library for services besides books?

From: Delaney, Peggy <Peggy.Delaney@vermont.gov>
Sent: Monday, December 2, 2024 1:37 PM
To: Delaney, Peggy
Subject: Vermont State Ethics Commission

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from peggy.delaney@vermont.gov. [Learn why this is important](#)

Greetings from the Vermont State Ethics Commission,

We are reaching with a reminder that, pursuant to [Act 171](#), municipalities are required to appoint an Ethics Liaison to serve as a point of contact with the Ethics Commission. Section 24 V.S.A 1995(e) states, "Each municipality, acting through its legislative body, shall designate an employee as its liaison to the State Ethics Commission. If a municipality does not have any employees, the legislative body shall designate one of its members as its liaison to the State Ethics Commission." The requirement goes into effect until January 1, 2025.

If you are municipality that has already appointed an Ethics Liaison, please reach out to Peggy Delaney at this email address (ethicscommission@vermont.gov) with their name and contact information. We will add them to our list for future communications from the Ethics Commission.

Christina Sivret
Executive Director
Vermont State Ethics Commission
(802) 828-7187
<https://ethicscommission.vermont.gov>



GEORGIA

VERMONT

From: Town of Georgia
47 Town Common Road N.
St. Albans, VT 05478

Date: November 25, 2024

To: Dan Albrecht, Basin 5 CWSP Manager

Re: Falls Trail South Gully Repair, Final Design
Task Order 200.2, CWSP 2023-Georgia

Invoice #2: Construction Costs **Total = \$58,120**

Attached is our 2nd Invoice seeking reimbursement for Construction Costs along with supporting documentation (Invoice from Gravel Construction Company).

Please let me know if you have any questions.

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise.

Attested by _____
TOWN OF GEORGIA STAFF

X _____
Signature

- Attachments:
- expense summary
 - Subcontractor invoice

Falls Trail South Gully Repair, Construction
Task Order 200.2
CWSP 2023-Georgia (Town of Georgia)

Expense Summary: Construction Costs

	Amount / Category Allocated	Prior Billings, total	Current Invoice, Expenses incurred. October 30	Remaining
SUBCONTRACTORS				
Construction Engineering/Oversight	\$15,000	\$2,091	\$0	\$12,909
Construction	\$58,120 <i>as amended</i>	0	\$58,120	\$0
TOTAL	\$73,120 <i>as amended</i>	0	\$58,120	\$12,909

PO BOX 78 • WOLCOTT • VT 05680

Invoice

(802) 472-3776 • Fax (802) 472-3782

BILL TO
TOWN OF GEORGIA 47 COMMON ROAD N. ST ALBANS VT 05478

DATE	INVOICE #
10/30/2024	14135

P.O. NO.	TERMS

DESCRIPTION	QTY	RATE	U/M	AMOUNT
PART A1 MOBILIZATION, EPSC, TWO WATERBARS LUMPSUM CONTRACT PRICE		12,700.00		12,700.00
PART A2 CULVERT, INFILTRATION BASIN LUMPSUM CONTRACT PRICE		8,960.00		8,960.00
PART A3 PLUNGE POOL, GULLY STABILIZATION LUMPSUM CONTRACT PRICE		36,460.00		36,460.00

			Subtotal	\$58,120.00
			Sales Tax (6.0%)	\$0.00
			Payments/Credits	\$0.00
			Balance Due	\$58,120.00

Invoices over 30 days will be assessed a finance charge of 1.5% per month, Annual percentage rate of 18%