



# GEORGIA VERMONT

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## Selectboard Regular Meeting Monday, February 26, 2024 Chris Letourneau Meeting Room and via Zoom Agenda

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### 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

### 1. PLEDGE OF ALLEGIANCE

### 2. CHAIR UPDATE

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

### 4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 2/12/2024, 1/17/2024

B. Approval of Warrants #4, #5 and payroll warrants

### 5. PUBLIC COMMENT (For items not on agenda)

All participants must clearly state their names. Appropriate actions will be considered once the Selectboard has reviewed the information provided and necessary subsequent research.

### 6. CORRESPONDENCE

### 7. UNFINISHED BUSINESS

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

A. Library Grant - discussion on how to use the grant and action item to sign support letter for grant.

B. Sara Nye Vester - animal nuisance.

C. Ethics Policy - Discussion

D. Town Meeting preparation - Go over what to expect at Town meeting.

E. DEI Committee - Action decide how to create a DEI committee.

F. Job Descriptions

**G.** Local Contractors

**H.** The Associated General Contractors of VT - to approve and sign.

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

**A.** Town Administrator

**B.** Treasurer

**C.** Buildings

**D.** Budget and Finance

**E.** Personnel

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

GCEC update

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

**10. OTHER**

**11. PLAN NEXT MEETING AGENDA**

**A.** 02/28/2024

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

**A.** EMS Contract

**B.** Payroll - union

**C.** Fairfax request

**D.** Personnel - Fire Dept.

**13. 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](http://townofgeorgia.com)**



# GEORGIA VERMONT

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## Selectboard Special Meeting Wednesday, January 17, 2024 Chris Letourneau Meeting Room and via Zoom Minutes

### Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWLzVadz09>

Meeting ID: 616 584 3896 | Passcode: 5243524

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

### 1. CALL TO ORDER

- **Selectboard Present** – Devon Thomas Chair, Shannon Jenkins Vice-Chair, Carl Rosenquist, Nicholas Martin
- **Selectboard Zoom** – Jamie Comstock
- **Staff Present** – April Edwards, Dawn Penney, Doug Bergstrom
- **Staff Zoom** – Cheryl Letourneau
- **Public Present** – Ken Minck, Tom Hargy
- **At 4:05 p.m.** – D. Thomas called the meeting to order.

### 2. PLEDGE OF ALLEGIANCE

### 3. CHAIR UPDATE

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

- C. Rosenquist brought up seeing an issue from Bridget and asked about it. S. Jenkins said they want to advertise for a position but want to know what they are working with. D. Thomas asked if that relates to the budget discussion. S. Jenkins said yes, saying they wanted a number to work within. A. Edwards said when she spoke with the library, they told her the only people who were going to make money were Bridget and Valerie and they had not budgeted for anyone else. Discussion was had. N. Martin said they must stay within their budget. A. Edwards said she asked the library what they were supposed to budget for, and she was told just Bridget and Valerie. S. Jenkins read the email. D. Thomas said they need to get in touch with them to see what they want.

### 5. SELECTBOARD MINUTES AND WARRANTS

- A. Approval of Selectboard Regular Meeting Minutes for 01.03.2023 & 01.10.2023

- 34 • C. Rosenquist made a motion to approve 01.03.2024, N. Martin seconded. C. Rosenquist asked  
35 for an amount to be added on line 31 if available. All in favor, motion carried.
- 36 • C. Rosenquist made a motion to approve 01.10.2024, N. Martin seconded. C. Rosenquist asked  
37 about the money reported for the Historical Society. J. Comstock clarified. All in favor, motion  
38 carried.

39 B. Approval of Warrants #36 & #37

- 40 • N. Martin made a motion to approve Warrant #36 in the amount of \$9,062.03, D. Thomas  
41 seconded. Discussion was had on loading the town website. S. Jenkins asked about the turnout  
42 gear. All in favor, motion carried.
- 43 • N. Martin made a motion to approve Warrant # 37 totaling \$15,498.25. J. Comstock asked why  
44 the law enforcement is only \$319, it is usually larger. S. Jenkins asked who they report to. C.  
45 Rosenquist seconded. C. Letourneau said it may have been an underpayment because they  
46 missed invoicing us at some point. All in favor, motion carried.

47 **6. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**

48 A. Budget Discussion and Revisions

- 49 • S. Jenkins asked about the ARPA funding list. J. Comstock wanted confirmation the \$1.9  
50 million was the proper starting number. A. Edwards said that is what she had. Discussion  
51 was had.
- 52 • S. Jenkins asked about the rec funds building project. C. Rosenquist recalled a discussion  
53 on what to do at the beach on the pavilion. S. Jenkins if we had any concrete numbers. It is  
54 said they do not. They were allocating money.
- 55 • S. Jenkins asked about the town office and well, asking if T. Cadieux came to us with the  
56 heating and the well as problems and is \$30,000 enough and is it urgent enough. C.  
57 Letourneau brought up the well to her. Discussion was had.
- 58 • D. Bergstrom mentioned the \$25,000 for the development regulation rewrite, they had  
59 applied for grant and did not get it. N. Martin said we must pay for this. D. Bergstrom said  
60 yes. N. Martin said the board is going to have to decide where to pull that money from. J.  
61 Comstock asked if they had paid for that out of ARPA. D. Bergstrom said they paid for the  
62 town plan at \$35,000 out of ARPA. The rewrite goes hand in hand with that, after the town  
63 plan.
- 64 • C. Rosenquist said we can take it from the community projects fund. N. Martin said they  
65 wanted to go to the town and ask them what they wanted to do and give priority to ones that  
66 will generate income.
- 67 • N. Martin said they are still going to the voters for a \$1.3 million bond. Discussion was had.  
68 C. Rosenquist said he thought the bond was going to be \$1.5 million. Discussion was had.
- 69 • N. Martin said bridge allocation goes down to \$275 and the extra \$25,000 is the planning  
70 development regulation rewrite.
- 71 • C. Rosenquist questioned \$12,000 for wetlands asking if we thought it was going to be that  
72 much money. S. Jenkins said she thought they had to. Discussion was had.
- 73 • C. Rosenquist said it was brought to his attention that we need to make an allocation of the  
74 last two payments of the state aid to highways account for blacktop that we received early  
75 for 2024 to make sure it goes into the proper account. The treasurer asked for \$81,053 to be  
76 moved into the reserve account which currently has \$12,400. That totals more than we  
77 thought. We need a motion for that to be done. C. Rosenquist moved we move the last two

78 payments from the state of \$81,053.53 into the highway paving reserve, D. Thomas  
79 seconded.

80 • J. Comstock asked why this was not brought up in the past and if we just learned that this  
81 had to be moved. A. Edwards reported recently speaking with the auditor asking if she  
82 could just move it or if the selectboard needed to make a motion. They said the selectboard  
83 needed to make a motion. J. Comstock said this could have been a request via email and he  
84 asked why C. Rosenquist is the only one that knew about it. A. Edwards said she found this  
85 out this afternoon. Discussion was had.

86 • All in favor, motion carried.

87 • S. Jenkins asked A. Edwards if she met with Bob. A. Edwards said she did not. S. Jenkins  
88 asked for a time for them to meet with her. S. Jenkins asked the board when the deadline is  
89 for them to meet. N. Martin said they are trying to close out the end of 2023 and if they do  
90 not get their information then it will show that they are over budget. S. Jenkins confirmed  
91 that is why she is asking what the deadline is. S. Jenkins said this needs to happen. N.  
92 Martin said they can send it via email. S. Jenkins said they had tried, and A. Edwards said  
93 she did not get it. A. Edwards said she has the information they have given her. They have  
94 not given her specific journal entries. A. Edwards said she will reach out. N. Martin said  
95 they are also still waiting for their write-up. S. Jenkins asked C. Letourneau if she reached  
96 out to the library, she confirmed she did. She reported that they responded they will get it to  
97 her, but she has yet to see anything. J. Comstock said if the library does not get back to  
98 them then they will not have anything in the town report. S. Jenkins asked when this must  
99 be sent off. It is said it needs to be completed by Friday because that is when the town  
100 report goes to the printer. S. Jenkins asked C. Letourneau to let the library know. C.  
101 Letourneau said she will let them know again. N. Martin asked for the board to get cc'd.

102 • A. Edwards reported that she and D. Bergstrom spent the day working on this budget. She  
103 reported what a typical tax bill will look like with the present numbers. D. Bergstrom  
104 showed the spreadsheet. He reported that the numbers are very close to NEMRC so they  
105 should feel comfortable making any changes. N. Martin said they stand behind everything  
106 in this budget and for years the town has avoided making changes because they were afraid  
107 to push forward. A. Edwards is concerned if the townspeople know their tax bills are going  
108 up by that much and questioned if they are prepared for that. S. Jenkins said that is out of  
109 their hands. N. Martin said most people are more concerned about the school numbers than  
110 the town number. D. Bergstrom showed them what goes out. N. Martin said if they had a  
111 0% increase people would still say, “How dare you guys, my tax bill is going up by this  
112 much.” A. Edwards said the voters have two options, to vote down the school budget and to  
113 vote down the town budget, or they can pass them. A. Edwards encouraged the board to  
114 look at the budget again to see if there was anything they could do to bring it down a little  
115 bit. S. Jenkins asked what percentage they are at now. D. Bergstrom said they are at  
116 11.45% and N. Martin said he was okay with that; it was consistent with last year. S.  
117 Jenkins did not see a problem with it. N. Martin agreed. He said if anything he thinks  
118 people may vote down the bridge repair. D. Thomas said he is willing to defend the budget  
119 as is but is also willing to look to see if they can get it lower. J. Comstock said they have  
120 gone over this a thousand times and the reality is, do they even have time. He thinks this is  
121 an acceptable raise. N. Martin says it is their responsibility to go over the budget, however  
122 he believes they have done a really good job of making a significant amount of progress  
123 while staying within the same increase as last year. S. Jenkins said they also need to  
124 consider the increase in salaries that they have given. N. Martin said they have gone

- 125 through a union, a full-time treasurer, and increases as well as new vehicles through a
- 126 capital budget as well as can be done. It will be their job to educate the public on how much
- 127 they oversee and an 11% increase.
- 128 • D. Bergstrom reported that they had gone over and highlighted some areas that they could
- 129 look at where they could lower without affecting anything and it may get you under the 10%
- 130 mark. Discussion was had on the legal, janitorial, janitorial supplies, highway building
- 131 maintenance, firefighter position with overtime, fire department hose (impact), transfer to
- 132 reserves, awards, and recreation to reserve (ARPA).
- 133 • K. Minck spoke on conservation commission. Discussion was had. It is decided that 5% of
- 134 money received will be allocated.
- 135 • A discussion was had on Highway Labor numbers. D. Bergstrom said if you use the
- 136 average of previous years, you can then reduce to \$78,500 and then the budget is now down
- 137 to a 10.5% increase.
- 138 • D. Bergstrom says there is an extra \$25,000 for a selectboard clerk that did not get hired and
- 139 \$5,000 for holiday cheer, and town office salaries.
- 140 • Discussion was had on the town office salary line. The board asked what was included, D.
- 141 Bergstrom showed them there is a formula on the side for them to reference. N. Martin
- 142 wanted an email listing it out.
- 143 • S. Jenkins said she is comfortable with the number and does not want to reduce anything
- 144 without letting the departments know. Discussion was had on money coming out of impact
- 145 fees.
- 146 • Discussion was had on Highway parts and supplies and why it was high. S. Jenkins reached
- 147 out to T. Cadieux to find out. It was reported that all parts and supplies were together
- 148 (winter and summer were separated previously).

149 GCC & Park and Rec Funding

- 150 • D. Bergstrom asked if they wanted to keep the park and rec reserve the same. S. Jenkins
- 151 confirmed.
- 152 • D. Bergstrom asked C. Letourneau if she had heard from anyone about the County Tax line.
- 153 C. Letourneau checked and reported not having heard anything at that time.
- 154 • Discussion was had on transfer to reserve again and funding out of impact fees. A.
- 155 Edwards said the library has not spent their impact fees since 2016.
- 156 • C. Rosenquist asked about \$100,000 of unspent impact fees and how they can be used to
- 157 reduce the budget. Discussion was had on this, how to possibly do this within the next two
- 158 days, and how to best do it moving forward.
- 159 • The board reported wanting to ask the department heads to see if there is anything they can
- 160 use impact fees on moving forward.
- 161 • A. Edwards said there is a b change in revenue. S. Jenkins said salaries may also. A.
- 162 Edwards encouraged them to keep looking at it and continue to look for sources of revenue.
- 163 • J. Comstock said he feels if anyone gets back to them with changes, and if they can make
- 164 them, they need to. D. Thomas said people in the office will make that change and they can
- 165 vote on it on Monday.

166 Salaries line

- 167 • It is noted that some of these conversations were had in previous parts of the agenda.
- 168 • N. Martin spoke with K. Baker about increases and contradictions with policies.

- 169 • C. Letourneau explained that there was a previous motion that changed their fee but there
- 170 was not a motion to make the change in the policy. They have been seeing that increase.
- 171 • D. Thomas said he will add this to the agenda for Monday. C. Rosenquist said the
- 172 personnel committee will meet and bring a recommendation to the board. N. Martin
- 173 agreed.

174 Fire and Rescue Pay  
 175 Any other departments as well

176 B. Budget - Action to Approve Budget

- 177 • D. Thomas asked if they wanted to go ahead with this or wait until they have heard back
- 178 about the impact fees.

179 C. Town Warning – Approve

- 180 • D. Thomas asked if they could approve the town warning. C. Letourneau informed them
- 181 they need to have the budget numbers before any of that can be done.

182 D. Greenbacker - Action late payment penalty

- 183 • C. Letourneau reported that they were supposed to send a check before the end of the year.
- 184 A. Edwards reported receiving it today. C. Letourneau said it was supposed to be paid by
- 185 the end of the year and because it was not, we can assess a late fee. They reported they
- 186 tried to wire it to our account, but it was returned to them. C. Letourneau questioned if they
- 187 had called to get our account information to send it to and they said no. C. Letourneau said
- 188 they normally send a check. C. Letourneau asked the board if they would like to waive the
- 189 late fee knowing that this was a new contract which was just negotiated or if they want to
- 190 access a possibly 8% late fee. D. Thomas said he is willing to be lenient the first time
- 191 around. C. Letourneau said they are normally very good at getting it to us in time.
- 192 • C. Rosenquist made a motion to waive the possibility of a late fee for Greenbacker, N.
- 193 Martin seconded. All in favor, motion carried.
- 194 • J. Comstock asked about the details of the Greenbacker money. Discussion was had.

195 **7. OTHER**

- 196 • Nothing was discussed at this time.

197 **8. PLAN NEXT MEETING AGENDA**

198 A. Regular Meeting

- 199 • 01.22.2024
- 200 • C. Rosenquist asked if they need to schedule another meeting before then to approve the
- 201 budget. C. Letourneau said they need to approve the budget on Monday because she needs
- 202 to get the warning out. N. Martin confirmed these numbers were on the sharepoint, D.
- 203 Bergstrom confirmed. The board asked D. Bergstrom to send the information to the
- 204 departments to look at.
- 205 • J. Comstock asked what action items are moving forward. N. Martin said he can make
- 206 screenshots of their budgets as they are now and send it to them and then they will have to
- 207 get back to the administration by Friday. Whatever changes they can make will only bring
- 208 the number down further, so it will only benefit them.

209           • At **6:38 p.m.** - C. Rosenquist made a motion to enter executive session to discuss issues  
210           where premature knowledge may be detrimental to the board or people involved, N. Martin  
211           seconded. All in favor, motion carried.

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

213           • At **6:39 p.m.** - C. Rosenquist made a motion to go to executive session with the board and  
214           our town administrator for the administrator to speak with the board, S. Jenkins seconded.  
215           All in favor, motion carried.

216   A. Personnel - Highway Hire action will need to be taken out of executive session

217   B. Personnel – Admin

218           • At **7:05 p.m.** - C. Rosenquist made a motion to exit executive session, N. Martin seconded.  
219           All in favor, motion carried.

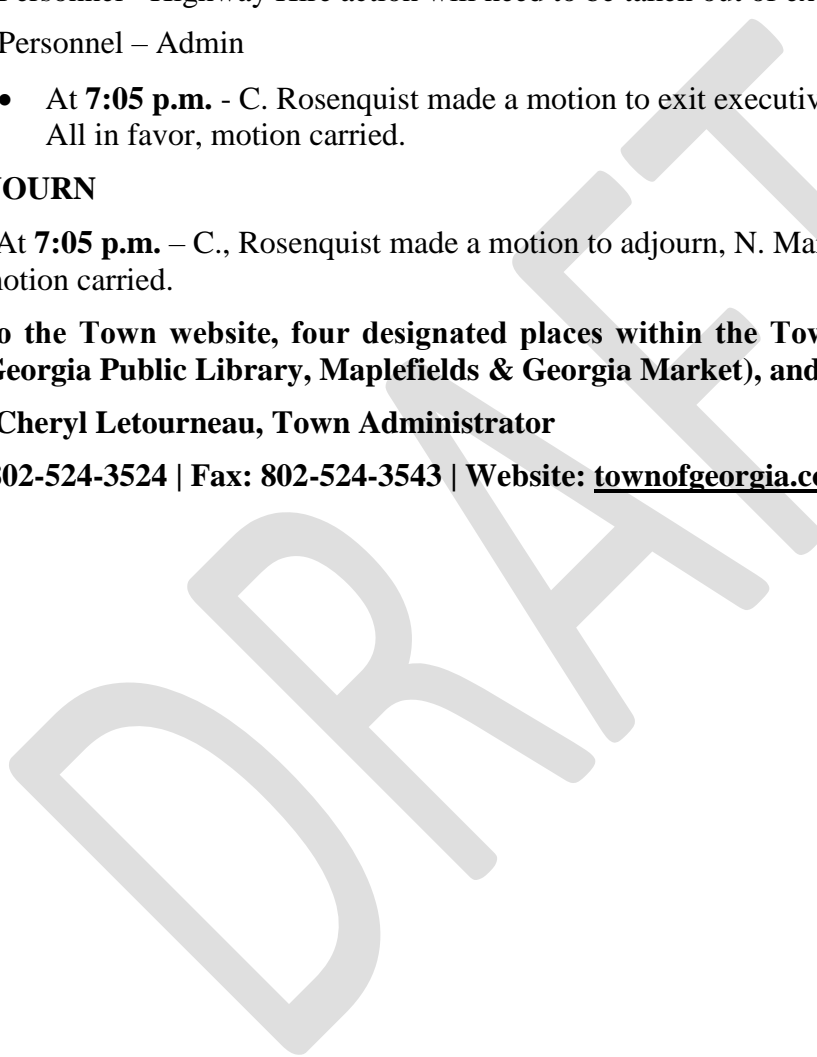
220   **10. ADJOURN**

221           • At **7:05 p.m.** – C., Rosenquist made a motion to adjourn, N. Martin seconded. All in favor,  
222           motion carried.

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

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

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







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**Selectboard Regular Meeting**  
**Monday, February 12, 2024**  
**Chris Letourneau Meeting Room and via Zoom**  
**Minutes**  
**6:00 p.m.**

**Zoom Details:**

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWLzVadz09>

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

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

**1. CALL TO ORDER**

- **Selectboard Present:** Devon Thomas Chair, Shannon Jenkins Vice-Chair, Carl Rosenquist
- **Selectboard Zoom:** Jamie Comstock
- **Staff Present:** Dawn Penney, April Edwards
- **Staff Zoom:** Cheryl Letourneau
- **Public Present:** Suzanna Brown, Heather Dunsmore, Heather Grimm, Fred Grimm, Martha Jansen
- **Public Zoom:** Karen Heinlein-Grenier, Terry Cleveland, Todd Cadieux, Bridget Stone, Frank Gore, Bethany Langevin, Kristina Senna, Sue Webster
- **At 6:00 p.m.** – D. Thomas called the meeting to order.

**2. PLEDGE OF ALLEGIANCE**

**3. CHAIR UPDATE**

**4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

- C. Rosenquist make a motion to add payroll warrants: 2024-001, 002, 003, 004, 2024-0021, 0033 to the agenda, S. Jenkins seconded. All in favor, motion carried.
- D. Thomas said that S. Brown asked to be added as the Transportation Advisory Committee representative. C. Rosenquist made a motion to add this to the agenda, S. Jenkins seconded. All in favor, motion carried. She is added first under board business.

**5. SELECTBOARD MINUTES AND WARRANTS**

- A. Approval of Selectboard Regular Meeting Minutes for 01.22.2024

- 33 • C. Rosenquist made a motion to approve 01.22.2024 minutes with corrections, S. Jenkins  
34 seconded. All in favor, motion carried.

35 01.17.2024 Budget meeting minutes

- 36 • C. Rosenquist made a motion to approve the 01.17.2024 minutes with corrections. This  
37 motion was not seconded and failed on the floor. C. Rosenquist asked for the time to  
38 be added to the top of the minutes.
- 39 • Discussion was had with “Special” versus “Budget” in the meeting title.
- 40 • S. Jenkins made a motion to move the 01.17.2024 minutes to the next meeting, C.  
41 Rosenquist seconded. All in favor, motion carried.

42 01.03.2024 Budget meeting corrections on approved minutes. Removal of S. Jenkins name  
43 from attendance and added the missing start time.

- 44 • C. Rosenquist made a motion to approve the 01.03.2024 minutes with corrections, S.  
45 Jenkins seconded. All in favor, motion carried.

46 B. Approval of Warrants #2 & #3

- 47 • C. Rosenquist made a motion to approve Warrant #2, S. Jenkins seconded. All in favor,  
48 motion carried.
- 49 • C. Rosenquist made a motion to approve Warrant #3, S. Jenkins seconded. All in favor,  
50 motion carried.

51 C. Approval of Warrants 2024-001, 2024-002, 2024-003, 2024-004, 2024-0021, 2024-03 -  
52 Addition

- 53 • C. Rosenquist made a motion to approve all of the payroll warrants as presented, S.  
54 Jenkins seconded. All in favor, motion carried.

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

56 All participants must clearly state their names. Appropriate actions will be considered once the  
57 Selectboard has reviewed the information provided and necessary subsequent research.

58 **7. CORRESPONDENCE**

59 **8. UNFINISHED BUSINESS**

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

61 A. Transportation Advisory Committee – Suzanna Brown – Addition

- 62 • S. Brown presented information that the state is not putting new projects on the list for  
63 2024. Nothing is happening soon. We are on the list for Route 7 from Milton to  
64 Georgia and the intersection of 104A and Route 7.
- 65 • C. Rosenquist asked if we were on the list for the Rugg Brook Bridge. Discussion was  
66 had on this, if the state would cover it, and the potential of coverage in an emergent  
67 situation.
- 68 • S. Brown said farms are now pumping their manure instead of hauling it. The pipes are  
69 being pumped through culverts or over roads. It is suggested that the town put a policy  
70 in place.
- 71 • C. Rosenquist said it would be nice to have a policy presented to them for  
72 consideration.

73 B. Library Grant

- 74 • B. Stone said she would like to apply for a grant from the Vermont Department of Libraries
- 75 for improvements that could potentially make the library ADA compliant. This has been
- 76 something that has been wanted for 20 years. She is looking for a letter of support and a
- 77 commitment that the library will not be moved until 2031 at least. There will be a \$1.4
- 78 million grant for one library in each county.
- 79 • C. Letourneau recommended legal writing the letter to ensure future boards will know about
- 80 the intent. B. Stone said it needs to be done. She is hoping to meet this week. S. Jenkins
- 81 and D. Thomas to plan meeting with B. Stone to work on this. C. Letourneau asked to be
- 82 notified if two board members are meeting so that she can properly warn it.

83 C. Falls Trail Gully - Action need to sign amendment for change.

- 84 • C. Rosenquist made a motion to have the chair sign the amendment, S. Jenkins seconded.
- 85 All in favor, motion carried.

86 D. DEI Statement - Committee discussion

- 87 • D. Thomas asked if T. Cleveland would like to say what she would want from the
- 88 committee because she had done some research.
- 89 • T. Cleveland said that when you adopted a statement instead of a policy everyone agreed
- 90 that would not be the end of it. She proposed a committee be formed to look into grants
- 91 available for up to \$10,000 to promote DEI in the community. She would be happy to start
- 92 the ball rolling on that.
- 93 • C. Rosenquist said the board approved a statement of inclusion, not a committee. He wants
- 94 to make sure everyone knows these are two different things.
- 95 • J. Comstock corrected that they approved a declaration not a statement.
- 96 • D. Thomas said this will be a new committee with a new charge. Different from DEI,
- 97 different from what D. Thomas and S. Jenkins did, one to explore grants. What is the best
- 98 format to put a committee together. D. Thomas questioned if they made a motion to put
- 99 together a committee and asked if it would be better to wait for N. Martin to do that.
- 100 • T. Cleveland expressed worry that after the elections this will get lost. H. Dunsmore said T.
- 101 Cleveland is saying that those running are against it and she can say her husband is not. D.
- 102 Thomas said that T. Cleveland is just expressing an opinion.
- 103 • C. Letourneau asked how they are going to do this committee. D. Thomas said it is a
- 104 committee with a different charge. J. Comstock asked for the next agenda to have an action
- 105 item. D. Thomas agreed. C. Letourneau said they had a lot of interest last time. She asked
- 106 if they wanted her to collect letters. D. Thomas said not now because they have not decided
- 107 how they are going to move forward. C. Letourneau asked what the action item is for the
- 108 next agenda. D. Thomas said they will form a committee and the selectboard will decide
- 109 how they are going to put people on it. T. Cleveland suggested asking people if they have
- 110 any experience writing grants.

111 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES'**

112 **REPORTS**

113 A. Town Administrator

114 Dash Cameras for the highway trucks - \$55.00 per month

- 115 • C. Letourneau said T. Cadieux is looking for dash cameras into each of the highway
- 116 trucks. Between the highway and fire trucks they would like to have them. The charge
- 117 is approximately \$55 per month. He is still working on getting them and other pricing.
- 118 H. Dunsmore asked if the fire department had cameras already. C. Letourneau
- 119 confirmed that some do. It is just in the works, more details will come forward.

120 Eclipse

- 121 • C. Letourneau said they have ordered glasses. She asked if the selectboard would like
- 122 to have a place for everyone to view or if they just want to hand glasses out. She hopes
- 123 to have them before town meeting day to hand them out. Discussion was had on
- 124 coverage, what other areas are doing, what we plan on doing.

125 B. Treasurer

126 C. Buildings

127 D. Budget and Finance

128 E. Personnel

- 129 • C. Rosenquist said he needed to get back together with N. Martin to review the
- 130 Personnel Policy and the Conflict-of-Interest Policy. They still need to look at
- 131 community and legal recommendations.

132 F. Public Works/Grounds/Recreation

133 GCEC update

- 134 • C. Letourneau said that K. Driver had resigned, and she reached out to Sara (Savich)
- 135 and it did not seem like anyone wanted to chair. C. Letourneau decided to join up, she
- 136 is chair, Kolleen Caspers is vice-chair. They have had some people join back. C.
- 137 Letourneau wants to bring back the Memorial Day parade. She has reached out to
- 138 people who used to be on that committee. The concerts on the green are back, the fall
- 139 fest, and they are looking for more events. The next meeting is on 02.22.2024 and
- 140 everyone is welcome.

141 G. Committees at the direction of the chair

142 **11. OTHER**

143 **12. PLAN NEXT MEETING AGENDA**

144 A. 02/26/2024 Regular Meeting

145 02/28/2024 Informational Meeting for Town Meeting

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

- 147 • C. Rosenquist made a motion to go into Executive Session where early disclosure may
- 148 put an individual or the board at a disadvantage, S. Jenkins seconded. All in favor,
- 149 motion carried.
- 150 • D. Thomas requested two separate motions.
- 151 • C. Rosenquist made a motion to invite the board, C. Letourneau, and D. Penney into
- 152 Executive Session, S. Jenkins seconded. All in favor, motion carried.

153 A. EMS Contract

154 B. VSP & MPD Contracts

- 155 • At **7:47 p.m.** – C. Rosenquist made a motion to exit Executive Session, S. Jenkins  
156 seconded. All in favor, motion carried.
- 157 • It is noted there were no motions out of Executive Session.

158 **14. ADJOURN**

- 159 • At **7:48 p.m.** – C. Rosenquist made a motion to adjourn, J. Comstock seconded. All in  
160 favor, motion carried.

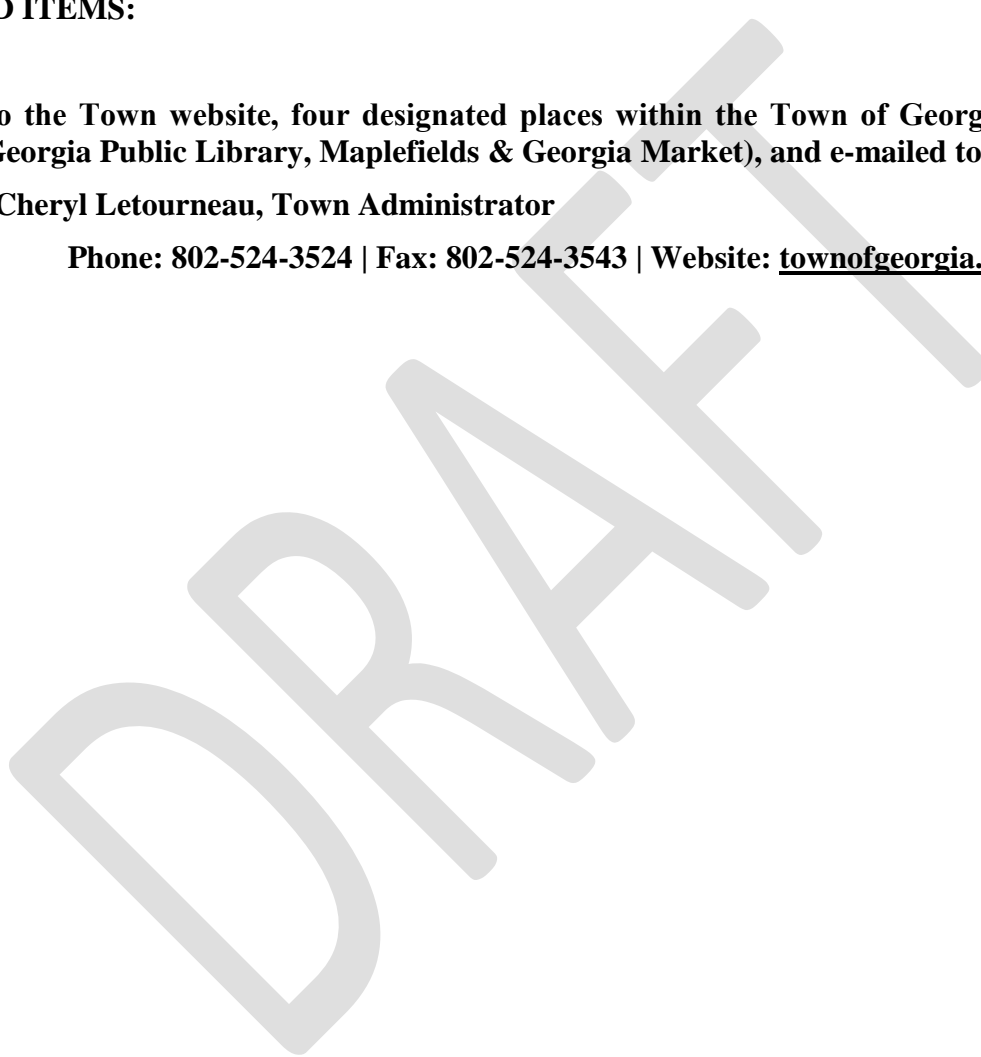
161 **TABLED ITEMS:**

162

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

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

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



02/22/24  
01:29 pm

Town of Georgia, Vermont General Ledger  
General Transactions: Period 2 Current Year GeorgiaT  
Date:02/15/24 Ref:GJ# 20240035 Desc:Payroll 2/15/2023

Page Section 4. Item #B.

Account	Description	Debit	Credit
1)1-1-00-00-01.00	General Fund Checking	0.00	12058.86
2)1-1-00-00-01.00	General Fund Checking	0.00	4067.15
3)1-1-00-00-01.00	General Fund Checking	0.00	103.25
4)1-2-00-05-10.25	Retirement Withholding	0.00	2870.21
5)1-2-00-05-10.35	Dental Withholding	0.00	53.64
6)1-2-00-05-10.36	Health Withholding	0.00	301.50
7)1-2-00-05-10.37	Vision Withholding	0.00	14.87
8)1-2-00-05-10.38	AFLAC Withholding	0.00	25.50
9)1-2-00-05-10.41	Union Dues	0.00	31.50
10)1-7-05-05-10.10	Administrative Salaries	3325.71	0.00
11)1-7-05-05-10.21	Gen Gov Social Security	345.39	0.00
12)1-7-05-05-10.22	Gen Gov Retirement	160.53	0.00
13)1-7-05-10-10.05	Clerk's Office Salary	1346.15	0.00
14)1-7-05-10-10.15	Asst Clerk's Salaries	972.59	0.00
15)1-7-05-10-10.16	Clerks Office Social Secu	74.37	0.00
16)1-7-05-10-10.17	Clerks Office Retirement	179.81	0.00
17)1-7-05-15-10.00	Treas/ Tax Collect Salary	2560.00	0.00
18)1-7-05-15-10.01	Treasurer Social Security	195.85	0.00
19)1-7-05-15-10.02	Treasurer Retirement	217.60	0.00
20)1-7-05-32-10.00	Animal Control Services	25.00	0.00
21)1-7-05-32-29.00	Animal Control Mileage	64.84	0.00
22)1-7-05-32-10.00	Animal Control Services	1.93	0.00
23)1-7-05-05-45.00	Admin Contracted Services	103.25	0.00
24)1-7-05-20-29.00	Admin Mileage	15.72	0.00
25)1-7-05-36-10.00	Fire & Rescue Salaries	920.00	0.00
26)1-7-05-36-10.10	Fire & Rescue OT Labor	29.33	0.00
27)1-7-05-36-10.15	Fire & Rescue Social Secu	71.03	0.00
28)1-7-05-36-10.16	Fire & Rescue Retirement	80.69	0.00
29)1-7-05-70-10.00	Library Salaries	1807.65	0.00
30)1-7-05-70-11.00	Library Social Security	127.70	0.00
31)1-7-05-70-12.00	Library Retirement	101.35	0.00
32)1-7-10-05-10.05	Highway Labor	4312.38	0.00
33)1-7-10-05-10.10	Highway OT Labor	114.77	0.00
34)1-7-10-05-10.11	Highway Social Security	323.12	0.00
35)1-7-10-05-10.12	Highway Retirement	369.16	0.00
36)1-7-05-28-10.00	Public Works Salaries	1450.00	0.00
37)1-7-05-28-10.02	Public Works Social Secur	104.42	0.00
38)1-7-05-28-10.03	Public Works Retirement	126.14	0.00

Approved by: \_\_\_\_\_  
\_\_\_\_\_

02/22/24  
03:27 pm

Town of Georgia, Vermont General Ledger  
General Transactions: Period 2 Current Year GeorgiaTreasurer  
Date:02/22/24 Ref:GJ# 20240036 Desc:Payroll 2/22/2024

Section 4. Item #B.

Account	Description	Debit	Credit
1)1-1-00-00-01.00	General Fund Checking	0.00	14787.14
2)1-1-00-00-01.00	General Fund Checking	0.00	5020.65
3)1-1-00-00-01.00	General Fund Checking	0.00	163.93
4)1-2-00-05-10.25	Retirement Withholding	0.00	3037.21
5)1-2-00-05-10.35	Dental Withholding	0.00	53.64
6)1-2-00-05-10.36	Health Withholding	0.00	301.50
7)1-2-00-05-10.37	Vision Withholding	0.00	14.87
8)1-2-00-05-10.38	AFLAC Withholding	0.00	25.50
9)1-2-00-05-10.41	Union Dues	0.00	31.50
10)1-7-05-05-10.10	Administrative Salaries	3742.78	0.00
11)1-7-05-05-10.21	Gen Gov Social Security	377.28	0.00
12)1-7-05-05-10.22	Gen Gov Retirement	199.10	0.00
13)1-7-05-10-10.05	Clerk's Office Salary	1346.15	0.00
14)1-7-05-10-10.15	Asst Clerk's Salaries	1021.84	0.00
15)1-7-05-10-10.16	Clerks Office Social Secu	78.17	0.00
16)1-7-05-10-10.17	Clerks Office Retirement	179.81	0.00
17)1-7-05-05-45.00	Admin Contracted Services	163.93	0.00
18)1-7-05-36-10.00	Fire & Rescue Salaries	3450.91	0.00
19)1-7-05-36-10.10	Fire & Rescue OT Labor	69.00	0.00
20)1-7-05-36-10.15	Fire & Rescue Social Secu	253.04	0.00
21)1-7-05-36-10.16	Fire & Rescue Retirement	84.07	0.00
22)1-7-05-70-10.00	Library Salaries	2211.56	0.00
23)1-7-05-70-11.00	Library Social Security	158.59	0.00
24)1-7-05-70-12.00	Library Retirement	101.35	0.00
25)1-7-10-05-10.05	Highway Labor	4294.80	0.00
26)1-7-10-05-10.10	Highway OT Labor	2853.68	0.00
27)1-7-10-05-10.11	Highway Social Security	462.50	0.00
28)1-7-10-05-10.12	Highway Retirement	524.03	0.00
29)1-7-05-28-10.00	Public Works Salaries	1456.25	0.00
30)1-7-05-28-10.02	Public Works Social Secur	188.30	0.00
31)1-7-05-28-10.03	Public Works Retirement	218.80	0.00

Approved by: \_\_\_\_\_  
\_\_\_\_\_

Town of Georgia, Vermont Accounts Payable  
Check Warrant Report # 5 Current Prior Next FY Invoices  
Unpaid Invoices For Check Acct 01(General Fund) From / / To 02/26/24

Section 4. Item #B.

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABOVE PAR ABOVE PAR CLEANING LLC	5165-852	4/23 never sent invoice	1100.00	0.00			--/--/--
ALLEGIANC ALLEGIANCE TRUCKS	X12202763401	Parts	190.80	0.00			--/--/--
AMAZON AMAZON CAPITAL SERVICES	1PHK3YPPCVGV	Hwy, Admin and Fire supp	778.65	0.00			--/--/--
AMAZON AMAZON CAPITAL SERVICES	16L4TKC66WYV	Office chairs, and suppl	366.11	0.00			--/--/--
AMAZON AMAZON CAPITAL SERVICES	1J4RP1YDP9YJ	Oil drain tank, office s	257.02	0.00			--/--/--
AVENU AVENU INSIGHTS & ANALYTICS	INVB051480	3/24 Land records	890.00	0.00			--/--/--
BLUECR BLUE CROSS & BLUE SHIELD OF VT	177030978	3/24 health ins	19271.34	0.00			--/--/--
BONNETTS BONNETT'S WELDING	13258	Alum plate, cutting&bend	137.90	0.00			--/--/--
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14356	IT 1/30,2/1, monitor	482.50	0.00			--/--/--
CANON CANON FINANCIAL SERVICES, INC	32026909	Copier 2/24	325.98	0.00			--/--/--
CHEVALIER CHEVALIER DRILLING CO., INC	91403	Water sample	245.00	0.00			--/--/--
COMCAST COMCAST	2/24 65PLAIN	2/24 65 Plains Rd	64.35	0.00			--/--/--
GAP GEORGIA AUTO PARTS	340	2.5 gal thinner	29.61	0.00			--/--/--
GAP GEORGIA AUTO PARTS	447	Heavy duty barrel	4.39	0.00			--/--/--
GAP GEORGIA AUTO PARTS	443	Barrel	55.67	0.00			--/--/--
GAP GEORGIA AUTO PARTS	364	Lube filter	9.85	0.00			--/--/--
GAP GEORGIA AUTO PARTS	730	Couplings	59.20	0.00			--/--/--
GMLC GREEN MOUNTAIN LIBRARY CONSORT	G24-3698	2024Annual membership	1186.64	0.00			--/--/--
GMP GREEN MOUNTAIN POWER CORPORATI	3/24BEACH1	3/24 Beach 1	34.78	0.00			--/--/--
GMP GREEN MOUNTAIN POWER CORPORATI	3/24 BEACH2	3/24 beach 2	50.65	0.00			--/--/--
GRNMTNELE GREEN MOUNTAIN ELECTRIC SUPPLY	S4722600001	Threaded rod, hex coupli	82.55	0.00			--/--/--
GRNMTNELE GREEN MOUNTAIN ELECTRIC SUPPLY	S4724716001	Parts	17.81	0.00			--/--/--
GRNMTNELE GREEN MOUNTAIN ELECTRIC SUPPLY	S4726008001	Parts	1174.42	0.00			--/--/--
GRNMTNELE GREEN MOUNTAIN ELECTRIC SUPPLY	S4724716002	Sockets	48.82	0.00			--/--/--
HAUN HAUN WELDING SUPPLY INC	0000003150	oxygen, haz mat	54.80	0.00			--/--/--
J&L J & L HARDWARE, INC.	506033	Air compressor, asphalt	196.67	0.00			--/--/--
J&L J & L HARDWARE, INC.	506154	Returned couplings	-53.96	0.00			--/--/--
J&L J & L HARDWARE, INC.	506418	Water filter cartridge	51.97	0.00			--/--/--
JOHNSON JOHNSON CONTROLS FIRE PROTECTI	23971428	FD annual fire alarm ins	385.99	0.00			--/--/--
LENOVO LENOVO	4645047934	Laptop Bridget purchased	587.99	0.00			--/--/--
MRS MILTON RENTAL & SALES INC	1-649124	Propane refill	28.00	0.00			--/--/--
MYMONEYBC MYMONEYBCBSVT	40904005	HRA w/drawal	305.77	0.00			--/--/--
MYMONEYBC MYMONEYBCBSVT	40888735	HRA 2/7/24	326.18	0.00			--/--/--
NEDENT NORTHEAST DELTA DENTAL	3/24 DENTAL	3/24 dental ins.	628.26	0.00			--/--/--
NETSVT NORTHEAST EMERGENCY TRAINING S	2/13/24FIRE	FD & Rescue training	350.00	0.00			--/--/--
PAYCHEX PAYCHEX	4799128	2/24 Kiosks	75.00	0.00			--/--/--
PESTPRO PESTPRO, INC.	173231	Pest control 2/24	75.00	0.00			--/--/--
PRIORITY PRIORITY EXPRESS	80592348	11/23 Lib grant expense	191.12	0.00			--/--/--
PRIORITY PRIORITY EXPRESS	80592353	12/23 Lib grant expense	170.34	0.00			--/--/--
QUADIENT QUADIENT FINANCE USA, INC	2/24 POSTAGE	2/24 Postage	1003.00	0.00			--/--/--
R.R.CHARL R R CHARLEBOIS INC	IE48129	Freightliner drain plug	24.11	0.00			--/--/--
REYNOL REYNOLDS AND SON INC	3436124	Single pt charger	106.40	0.00			--/--/--
REYNOL REYNOLDS AND SON INC	3436366	Flow tests	1404.50	0.00			--/--/--
REYNOL REYNOLDS AND SON INC	3436123	FD turnout gear	950.15	0.00			--/--/--
ROWLEY ROWLEY FUELS PROPANE LLC	1/24 #2DIESE	1/24 #2 diesel	2454.55	0.00			--/--/--
ROWLEY ROWLEY FUELS PROPANE LLC	509180	#2 diesel 2/13/24	4127.12	0.00			--/--/--
SHELBU SHELBURNE LIMESTONE CORPORATIO	83959	2/12-2/13/24 Rock fines,	1812.67	0.00			--/--/--
SHERWIN SHERWIN-WILLIAMS	02/13/2024	Paint	103.98	0.00			--/--/--
SHERWIN SHERWIN-WILLIAMS	2/21/24	Paint supplies	14.86	0.00			--/--/--
TAXES SHUFORD, FELIX & STEPHANIE	2/20/24	Refund for taxes 2023	756.68	0.00			--/--/--



Section 4. Item #B.

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
TAXEXEMPT	TAX-EXEMPT LEASING CORP	9495842	Fire truck pymt 2/24	82338.67	0.00		--/--/--
THERAD	THE RADIO NORTH GROUP INC	24145935	Battery	782.00	0.00		--/--/--
TIFCO	TIFCO INDUSTRIES	71944371	Bungees,rubber tarp stra	1015.37	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080195065	2/7/24 uniforms, hand to	83.97	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080196423	2/14 uniforms and suppli	83.97	0.00		--/--/--
VALLEE2	R L VALLEE INC	8231974	Non-ethanol super	8.10	0.00		--/--/--
VALLEE2	R L VALLEE INC	8231975	Fuel	69.82	0.00		--/--/--
VERIZON W	VERIZON	9955657566	Cell phones	80.80	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	2/24 83PLAIN	83 Plains svcs ending 1/2	1208.37	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	2/24 65PLAIN	65 Plains svcs ending 1/2	569.50	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	2/24FIRE	Fire svcs ending 1/26/24	897.81	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	2/24TC	TC svcs ending 1/26/24	234.10	0.00		--/--/--
WATER CON	WATERSHED CONSULTING ASSOCIATE	2024-2027	Archaeology assessment,d	7270.00	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	243601940	1/24 Water cooler rental	3.00	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	243809442	Water for 1/24	112.90	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	CM2447795	Returned water bottles	-54.00	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	244367121	2/24Water cooler rental	3.00	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	STMT60337618	Library supplies	248.98	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	CM2517742	Returned water bottles	-12.00	0.00		--/--/--
Report Total			137,939.55	0.00	0.00		

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 \$ \*\*\*137,939.55 Let this be your order for the payments of these amounts.

\_\_\_\_\_  
Devon Thomas (Chair)

\_\_\_\_\_  
Shannon Jenkins (Vice-Chair)

\_\_\_\_\_  
Jamie Comstock

\_\_\_\_\_  
Carl Rosenquist

\_\_\_\_\_  
Nicholas Martin

**2/21/2024**

**Subject:** Request for Contractors

I would like to make a request from the Selectboard. I would like to obtain any construction business.

info that may want to perform work for the Town of Georgia. This request would be available for businesses in Georgia as well as others outside of Georgia. This is not a guarantee for work. It's more designed to save costs when work needs to be performed for a specific job. I would be looking for what types of equipment they possess as well as the hourly rate for that equipment. This would also be beneficial for the unexpected storms we have, like the Halloween storm of 2019 that required more work and equipment than the town could perform or possess. I believe we have a lot of equipment/ businesses around us and the ability to help those small businesses and the town is beneficial to all.

Todd Cadieux Georgia Road Foreman



The Associated ★★★★★  
General Contractors of VT  
Working together to build a better Vermont

Section 8. Item #H.

**Municipal Membership Application**

Municipality Town of Georgia  
Street Address 47 Town Common Rd N.  
Mailing Address Same  
Town/City Georgia State Vt Zip 05478  
Tel. 802524-3323 Fax 802524-3543 E-mail \_\_\_\_\_  
Contact Person Todd Cadieux Road Foreman Todd Cadieux  
Public Works Dir. Todd Cadieux Bookkeeper Bonnie Nichols  
Town <sup>Administrator</sup> Manager Cheryl Letourneau Safety \_\_\_\_\_  
Town Clerk Cheryl Letourneau Training \_\_\_\_\_

*Additional Names and Titles:*

**AGC/VT Dues \$300.00**

**Members of my municipality who volunteer to serve on the following committees:**

- \_\_\_\_\_ Associate (member displays. educational seminar)
- Todd Building (building construction issues)
- Todd Highway & Bridge (highway. aggregate. material specification. etc.)
- \_\_\_\_\_ Legislative (legislative issues)
- Todd Safety Training (training programs. safety & health issues. educational seminars.)
- \_\_\_\_\_ Workforce development (tech centers. industry promotion. career placement opportunities)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AGC/VT Tel. (802) 223-2374 • Fax: (802) 223-1809  
Physical Address: 1 Graves St., Montpelier, VT 05602  
Mailing Address: PO Box 750 • Montpelier, VT 05601

**Registration Confirmation**

Although this confirmation says \$0.00 you will be invoiced the amount shown in the event description.

Event Name : Confined Space Training  
Event Start Date : 2/22/2024 8:00 AM  
Event End Date : 2/22/2024 11:45 AM  
Venue Name : NERSA at AGC/VT  
Event Location : 1 Graves Street PO Box 750 Montpelier VT US 05601  
Event Registrant : Todd Cadieux

**Registration Details**

Line Item	Qty	Unit Cost	Total Cost
Registration Fee - All Days	1	\$0.00	\$0.00
Guest Reg. Fee - Kyle Bigelow	1	\$0.00	\$0.00
<b>Total Amount</b>			\$0.00
<b>Balance Due</b>			\$0.00

Event Description : **Confined Space** (4 hour course) OSHA's new rule on confined spaces in construction is in full effect as of October 2nd. This training video covers the changes in this rule. Construction and general industry employees both need to know about confined space entry rules and how the old and new standards relate to each other. Make sure your team stays safe in confined spaces, and keep compliant with the new OSHA regulation. This course is available in person or online.

- Topics covered also include:
- Permit-Required Confined Space regulations
  - Testing for hazardous atmospheres
  - Making a space as safe as possible
  - Step-by-step approach to safe entry
  - And more!

**8:00 AM to 11:45 AM 1/2 Day Course**

**Member \$100.00 Non/Member \$135.00**

In Person Registration

**Registration Confirmation**

Although this confirmation says \$0.00 you will be invoiced based on the price shown in the event description.

Event Name : Silica Competent Person  
Event Start Date : 2/22/2024 12:00 PM  
Event End Date : 2/22/2024 4:00 PM  
Venue Name : NERSA at AGC/VT  
Event Location : 1 Graves Street PO Box 750 Montpelier VT US 05601  
Event Registrant : Todd Cadioux

**Registration Details**

Line Item	Qty	Unit Cost	Total Cost
Registration Fee - All Days	1	\$0.00	\$0.00
Guest Reg. Fee - Kyle Bigelow	1	\$0.00	\$0.00
<b>Total Amount</b>			\$0.00
<b>Balance Due</b>			\$0.00

Event Description : **In Person Registration**

**Silica Competent Person** (4 hour course) Crystalline silica is a common mineral found in such materials as sand, stone, concrete, and mortar. It's used to make glass, pottery, ceramics, bricks, and other products. Silica, though, can also be a hazard. To better protect workers, OSHA issued new respirable crystalline silica standards. Our Silica in Construction Competent Person training teaches the standard operating procedures needed to become a Respirable Silica in Construction Competent Person. A Silica Competent Person is defined by OSHA as someone who is "capable of identifying existing and predictable hazards" in the work environment and who is "authorized to take prompt corrective measures to eliminate them." Superintendents, foremen, and safety representatives typically take on this role. This course is available in person or online.

**12:00 PM to 4:00 PM 1/2 Day Course**

**Member \$100.00 Non/Member \$135.00**  
↘