



SELECTBOARD MEETING

Monday, July 10, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

AGENDA

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER
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 6.26.2023
 - B. Approval of Warrants #12
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. Audit
9. SELECTBOARD SUB COMMITTEES AND REPORTS
 - A. Town Administrator

 - B. Buildings
 - C. Budget and Finance
 - D. Personnel
 - E. Public Works/Grounds/Recreation
 - F. Committees at the direction of the chair
10. OTHER

11. PLAN NEXT MEETING AGENDA

A. 07/24/2023

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

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



SELECTBOARD MEETING

Monday, June 26, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

MINUTES

1. CALL TO ORDER

Selectboard Present: Devon Thomas Chair, Shannon Jenkins Vice-Chair, Jamie Comstock, Carl Rosenquist, and Nicholas Martin.

Staff Present: Cheryl Letourneau, Dawn Penney, Doug Bergstrom, and April Edwards

Public Present: Suzanna Brown, Deborah Woodward, Bob Giroux, Bette Dunsmore, Heather Dunsmore, Bridget Stone, Terry Cleveland, Heather Grimm, Fred Grimm, Sara Walker

Present on Zoom: Kristina Senna, Jen Kale, Frank Gore, and Kevin Camisa

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

D. Thomas would like to add Doug Bergstrom to the beginning of board business.

D. Thomas would like to add April Edwards before D. Bergstrom in Board Business.

S. Brown asks about the Trail Ordinance. It is decided to bring it back to the next meeting.

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 6/12/2023

C. Rosenquist made a motion to approve the Selectboard minutes from 06.12.2023, N. Martin seconds.

C. Rosenquist would like to have a correction made on line 80.

S. Brown would like to have the word 'have' added on line 89.

All in favor, motion passes.

B. Approval of Warrants #09 & #10

C. Rosenquist makes a motion to approve Warrant #9, N. Martin seconds.

C. Rosenquist says Amber Baker brought issues to the board and not to C. Letourneau, Bonnie Nichols, or A. Edwards. We need to improve communication.

B. Dunsmore asks for more information to be included in the warrants so that they know what comes from grants.

All in favor, motion passes.

N. Martin made a motion to approve warrant #10, it was seconded by C. Rosenquist.

C. Letourneau says Todd Cadieux wants to prepay fuel in order to save \$1,000 off of next year's budget.

A. Edwards explains that it is smart to prebuy.

C. Rosenquist says they have a 3-day limit to take advantage of the discount.

All in favor, motion passes.

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.

D. Woodward has a concern with the changeover of treasurer and wanted to know if an audit was planned. She says that it will protect both parties and make for a clean break and assumes it will cost \$13,000-\$15,000.

B. Dunsmore agrees that an audit should be done.

C. Rosenquist says there is a difference between an audit and a forensic audit.

C. Letourneau says that the company that was previously used to do our audit is no longer doing them and we should look for a new company.

D. Thomas will call VLCT and see what information they have.

6. CORRESPONDENCE

7. UNFINISHED BUSINESS

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

Introduction of April Edwards as the new Treasurer.

N. Martin says that he was excited to interview A. Edwards and is happy to have her.

S. Brown wants to know her schedule.

A. Edwards says she signed on for 30 hours per week and she is still trying to figure out what that is going to look like.

N. Martin says it was up to 30 hours per week and he is wondering about the handoff process and any formal training.

D. Bergstrom says the new website should be ready by mid July. He wanted the board to know that the company also offers a recreation portion. He wanted to know if the board wanted to purchase that now, they would offer a significant discount \$13,088 down to \$8,588. This discount would only be available until the end of the week. He says that the money was budgeted to recreation, and you can use that.

N. Martin says he thinks spending this money is too soon.

C. Rosenquist says it is not going to be available until fall.

H. Dunsmore asks if the costs are startup or maintenance. She also says that school soccer could use the help.

S. Jenkins asks if we have to use the purchasing policy for this.

D. Bergstrom says it is the website that we are already using and paying for.

C. Rosenquist makes the motion to purchase now to ensure getting the discount for the recreation, J. Comstock seconds.

D. Bergstrom says the original money was set aside to startup.

N. Martin says he thinks we will get another discount later.

C. Rosenquist and D. Thomas vote yes, J. Comstock, N. Martin and S. Jenkins abstain. Motion failed.

Motion to add Tom Hargy to the positions Jen Kale add to agenda. N. Martin made the motion and C. Rosenquist seconded.

A. Purchase of Street Signs – Action

Todd Cadieux must replace road signs yearly and this year he needs 3 new 35 mph speed zone signs in addition to the ones being presented.

C. Rosenquist makes a motion to approve the signs, N. Martin seconds.

N. Martin asks if they know where they are in the budget with signs.

C. Letourneau says that she does not have an update on the budget.

N. Martin, S. Jenkins, J. Comstock vote no, C. Rosenquist and D. Thomas abstain. Motion Fails.

N. Martin makes a motion to approve the signs with the budget approval, D. Thomas seconds.

F. Grimm asks if they are needed for compliance and enforcement. C. Letourneau confirms that VSP has asked for them for that reason.

All in favor, motion passed.

B. Library Security System - Action

D. Woodward states that there are three library board members in attendance and that they have a quorum. She says that Bob Giroux is here on another matter.

C. Letourneau explains that the cameras are for security at the library, they have installed the wiring, no cameras are currently up, and the card swipe system has not been installed. The library wants the camera at the front door removed and wants more information on the card swipe system.

C. Rosenquist makes a motion to discuss, N. Martin seconds.

H. Grimm asks where the camera are, the front, back parking lot and the side towards the road. There is a marijuana processing plant that may be coming, and we may want those cameras.

H. Grimm says she is speaking for someone else who is messaging her on the phone who says that they think the cameras should be in place for the safety and security knowing the vicinity of the library to the highway and distance to the Canadian border. They are worried about child trafficking.

H. Grimm wants to know why we wouldn't do this. We need to be accountable for our kids.

S. Jenkins says there are cameras inside the library.

D. Bergstrom says cameras were to be placed on the back, side and toward the road. N. Martin says he thought it was facing the door.

D. Woodward wants to know if there will be a policy for the cameras, how long to keep recordings, who has it. She wants to know who will have the change order to remove them. She wants to know who will explain the key fob, how does it work at night time and for the food shelf.

C. Rosenquist says the responsibility of the library falls to the Selectboard and we wanted to improve security. There was a plan put together and now have pushback. It is the select board's responsibility for safety and security.

H. Dunsmore says people only look at the videos if something happens.

F. Grimm says there are cameras everywhere inside and outside at school. He also agrees that there should be a policy to see who can watch it.

D. Thomas says the board is committed to cameras.

N. Martin wants the process approved before we add cameras, we should know when and how they are to be logged. We also need to remove any doubt and concern.

K. Senna says there are cameras all over in the hospital.

D. Thomas says they will do it.

N. Martin makes a motion to have J. Comstock reach out to Philo about the third camera. This motion does not receive a second and fails on the floor.

D. Bergstrom says Philo came and did a security audit of all our properties and they met with every department. It was then decided to pair back from all of the recommendations to put up cameras mostly on the outside with only a few exceptions. They also decided to keep the card access as it was much safer than the keys. The keys are much harder to control.

S. Jenkins wants a discussion with Philo about exactly where the camera are, the timing and the scheduling.

S. Jenkins makes a motion to have J. Comstock contact Philo on the scope of the project and bring the information back to the next meeting, N. Martin seconds.

All in Favor, motion passed.

It is noted that Bob Giroux did not speak on this topic.

C. Rowley Fuels pre-buy - Action

Motion approved on Warrant #10

D. Board Contact for Attorney - Action

N. Martin makes a motion for D. Thomas to be the point of contact for legal council, J. Comstock seconds.

N. Martin amends his motion to have the Town Administrator reach out to the board before calling legal council on any new topics, D. Thomas seconds. No one votes yes, all vote no, motion fails.

E. Diversity and Inclusion Committee

D. Thomas wants to create a committee like the Ethics Committee. He questions if they should have to adhere to open meeting law with minutes or not.

S. Jenkins says in general other towns have done a great job in education and she wants a committee not of the Selectboard to become better informed.

C. Rosenquist says there is so much work that has not been done by this board, and he does not know when they will have time.

S. Jenkins makes a motion to suggest a public committee explore in education and report back to the board, J. Comstock seconds.

D. Thomas thinks a member of the board should be there.

H. Dunsmore asks why other towns have not done Diversity and Inclusion.

S. Jenkins says 65% of Vermont towns have signed with 2 towns rescinding. She wants more events.

D. Thomas wants the town involved in a discussion.

C. Rosenquist says VLCT, and other places have resources and education.

C. Letourneau suggests names come forward and be picked out of a hat as that has worked very well with the Ethics Committee.

D. Thomas, J. Comstock, N. Martin, S. Jenkins vote yes, C. Rosenquist votes no, motion passes.

F. Velco Update

C. Letourneau presents the board with their 45-day notice to appeal and gives D. Thomas a certified copy of said notice.

9. SELECTBOARD SUB COMMITTEES AND REPORTS

A. Town Administrator

C. Letourneau would like to thank Garveys Gardens for their donation of flowers for the memorial gardens and mulch for the library.

B. Stone says she would like to thank Jen Kale for her help at the library and says it looks great.

C. Letourneau says she has met with Robert Giroux on the stormwater and would like to have a meeting with the attorney, selectboard and the HOA's for Forest Glen and Hidden Woods. Dave Rugh has given her dates that he is available, and she will send these out to everyone.

C. Letourneau says that we need to start looking at getting a new Capital Plan.

C. Letourneau states that she received a \$5,500 grant to go toward the Philo bill.

C. Letourneau says that MPD is still down 2 officers. They are not charging us overtime when they patrol here.

B. Buildings

S. Jenkins is looking for new ideas for the old town garage. There were talks of moving the Food Shelf and Rummage Store there together but the Thrift Store did not like that. She states that the town owns the Rummage building and Todd takes care of it but the church works it. She will call the church to find out where the profits go.

D. Thomas tells her the profits go to the church.

S. Jenkins says she is just in the research phase.

T. Cleveland says you may want to question if you can even have the food shelf there.

C. Rosenquist questions if we would consider selling the building.

C. Budget and Finance

J. Comstock says there is no update with the Purchasing Policy.

D. Personnel

C. Rosenquist asks about feedback on the Personnel Policy. It is said that they have received some but everyone has not gotten back to them.

E. Public Works/Grounds/Recreation

GCEC updates

GIDC letter regarding Trail 4 - Jamie and Todd

Public Works/Grounds/Recreation

C. Letourneau states that there will be a Concert on Wednesday. She is planning on meeting with Kate Driver to get more feedback to bring to the board.

D. Bergstrom says the Car Show at the beach was a success. He hopes that we can keep them there.

GIDC Update

J. Comstock says he sent out an email to Todd Cadieux to have him reach out to Tim Smith.

F. Committees at the direction of the chair

Committees at the direction of the chair

10. OTHER

F. Grimm asks about the trail. C. Rosenquist says it will not be done by the 30th due to an unforeseen circumstance. He is planning on giving them two more weeks.

F. Grimm asks if the Firefighter position has been filled. C. Letourneau says that Keith Baker has sent the letter out and as soon as he accepts the position everything will be made public.

11. PLAN NEXT MEETING AGENDA

A. 07/10/2023

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

9:05 C. Rosenquist made the motion to go into Executive Session about Zoning with D. Bergstrom, C. Letourneau, to speak about Recreation Director hire with C. Letourneau, and to speak about the Treasurer Position with C. Letourneau and A. Edwards, N. Martin seconds. All in favor, motion passed.

Motions out of Executive Session

A. Zoning Appeal – Action

D. Thomas made the motion to allow the Zoning Administrator to enforce 2 violations that were proposed, J. Comstock seconds. All in favor, motion passed.

B. Rec. Director Hire

D. Thomas made the motion to hire the candidate for the Recreation Director at the salary as advertised, J. Comstock seconds. All in favor, motion passed.

C. Rosenquist made the motion to exit Executive session at 10:00 pm, N. Martin seconds. All in favor, motion passed.

13. ADJOURN

C. Rosenquist made the motion to adjourn at 10:01 pm, D. Thomas seconds. All in favor, motion passed.

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.

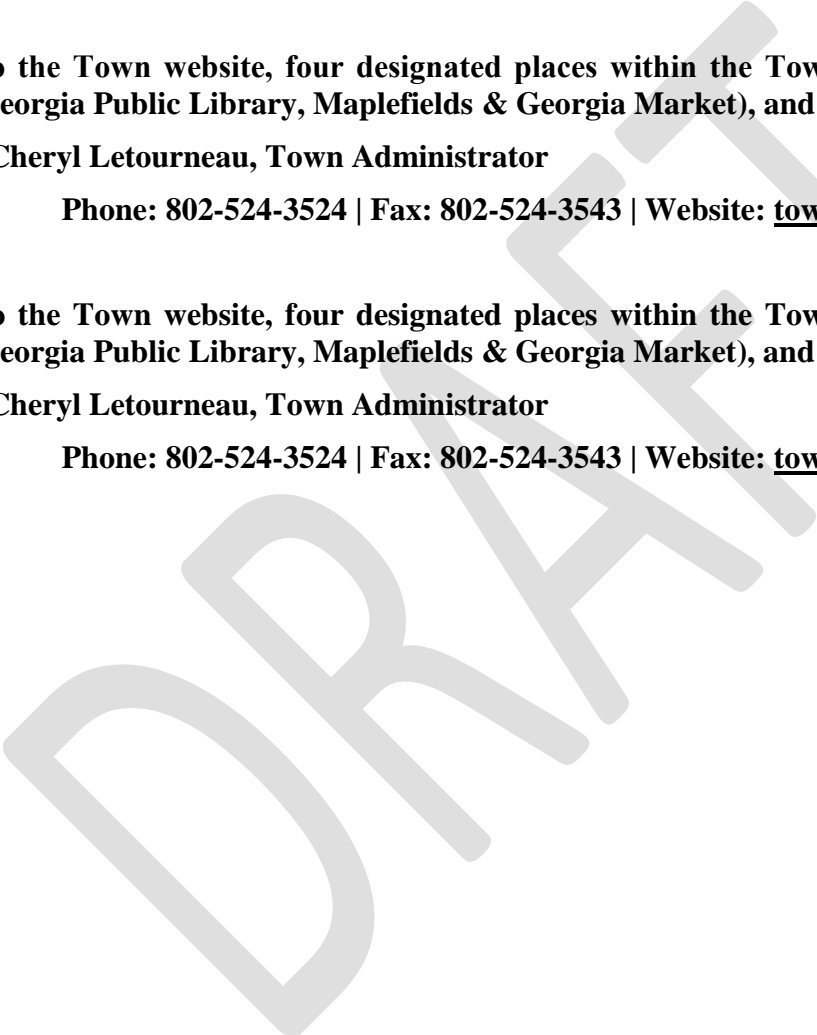
Signed: Cheryl Letourneau, Town Administrator

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

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Signed: Cheryl Letourneau, Town Administrator

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07/07/23
01:14 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 12 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From / / To 07/10/23

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bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ACE	ST ALBANS ACE HARDWARE LLC	1038142 Dawn dsh soap,glass clea	11.97	0.00			
AMAZON	AMAZON CAPITAL SERVICES	1V4WFHLD469X DVI cable for library	23.26	0.00			
AMAZON	AMAZON CAPITAL SERVICES	1GWCDIK4JV7T Library supplies	86.74	0.00			
AMAZON	AMAZON CAPITAL SERVICES	1HMKPLJM1RKP Library books	250.09	0.00			
AMCARE	AMCARE AMBULANCE SYSTEMS INC	1374 Ambo svcs, June	5713.82	0.00			
AMCARE	AMCARE AMBULANCE SYSTEMS INC	1378 Ambo svcs July	5885.23	0.00			
CASELLA	CASELLA WASTE MGT., INC.	675451 Trash	158.51	0.00			
COMCAST	COMCAST	6/23 TOWN 6/23 Town clerk	110.13	0.00			
COMCAST	COMCAST	6/23OLDGARAG 6/23old garage	60.45	0.00			
COMCAST	COMCAST	7/23 LIB 7/23 Lib	50.01	0.00			
COMCAST	COMCAST	7/23 ST LTS 7/23 St Lites	136.62	0.00			
COMCAST	COMCAST	7/23 FIRE 7/23 Fire	205.46	0.00			
COSTCO	COSTCO WHOLESALE	7/23 MEMBERS Yrly membership	120.00	0.00			
EYE MED	FIDELITY SECURITY LIFE INSURAN	165842066 Vision insurance	57.67	0.00			
GMCC	GMCC SCHOLARSHIPS	7/23 In memory of Chris Bouch	250.00	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23 HIST MU Historical museum	31.67	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	LIBRARY 6/23 Library	415.30	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23LIB WELL 6/23 lib well	27.61	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23 FIRE 6/23 Fire	368.96	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23GORDON M Gordons Mills	20.00	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23 NEWGARA 6/23 New garage	282.81	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23SALTSHED 6/23 salt shed	24.28	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23ST LTS 6/23 st lts	229.97	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23OLDGARAG 6/23 old garage	55.61	0.00			
GMP	GREEN MOUNTAIN POWER CORPORATI	6/23TOWNHALL 6/23 Town hall	388.18	0.00			
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S4444336001 Coupling	48.21	0.00			
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S4461074001 Conduit,steel locknut	37.77	0.00			
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S4461476001 Returned conduit	-15.83	0.00			
J&L	J & L HARDWARE, INC.	491836 Concrete mix,cedar post	47.04	0.00			
JOHNSONH	JOHNSON HARDWARE & RENTAL	83968 Steel demon amp	59.99	0.00			
M JONES	CAROL ANN JONES	7/11SINGALON 7/11 sing along	100.00	0.00			
MILTT	TOWN OF MILTON	345 May PD svcs	3636.00	0.00			
MYERS	MYERS CONTAINER SERVICE CORP	6/23TOWN TRA Town trash	174.76	0.00			
NORTHW	NORTHWEST REGIONAL	6179	1000.00	0.00			
NWSWD	NW VT SOLID WASTE MGT DISTRICT	22604 FY24	5814.00	0.00			
OMG	O'ROURKE MEDIA GROUP	356571 DRB notice 6/6	68.80	0.00			
PRIORITY	PRIORITY EXPRESS	80592326 Library loan	208.25	0.00			
REYNOL	REYNOLDS AND SON INC	3426656 Gear wash repair	111.03	0.00			
ST A REC	ST ALBANS RECREATION DEPARTMEN	0000542 Public swim vouchers Jun	434.00	0.00			
ST A REC	ST ALBANS RECREATION DEPARTMEN	0000557 Public swim vouchers Jul	482.00	0.00			
STITZEL	STITZEL PAGE & FLETCHER P.C.	74989 Legal svcs thru 5/31	4199.63	0.00			
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	200999175 Farm jack	259.97	0.00			
UNIFIR	UNIFIRST CORPORATION	1080155209 6/28 uniforms	68.22	0.00			
VGS	VERMONT GAS SYSTEMS INC	6/23FIRE 6/23 fire	84.41	0.00			
VGS	VERMONT GAS SYSTEMS INC	6/23 GARA 83 Plains rd	183.25	0.00			
VGS	VERMONT GAS SYSTEMS INC	6/23TOWNHALL 6/23 town hall	71.18	0.00			
VGS	VERMONT GAS SYSTEMS INC	6/23 GARAGE 65 plains rd	45.12	0.00			
VHV	VHV	107557 Work at FD	424.44	0.00			
VLCT	VERMONT LEAGUE OF CITIES & TOW	1892 Dues 7/1-6/30/24	7490.00	0.00			
VTSAFETY	VT DEPT OF PUBLIC SAFETY #7381	87789 Law enforcement	1693.00	0.00			

07/07/23
01:14 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 12 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (General Fund) From / / To 07/10/23

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bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
WBMASON	W.B. MASON CO., INC.	239175259	Pen for the library	29.78	0.00	-----	---/--
WFD	WILLISTON FIRE DEPARTMENT	2023-024	Fire/Rescue equip.	470.00	0.00	-----	---/--
Report Total			42,189.37	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 \$ ****42,189.37 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin