



# GEORGIA VERMONT

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## Selectboard Regular Meeting Monday, June 08, 2026 at 6:00 PM 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**
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 May 25, 2026.
  - [B.](#) Approval of Payroll Warrant
  - [C.](#) Approval of Warrant #2621
  - [D.](#) Approval of Warrant #2622
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. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
  - [A.](#) Mike Chase, GCEC, Community Biking Trails
  - [B.](#) Neumo (Formerly Avenu) Contract - Action to Approve
  - [C.](#) Georgia Public Library Board of Trustee Vacancy - Action to Appoint
  - [D.](#) Highway/Public Works Hire Discussion
  - [E.](#) 17 Black Walnut, LLC Subdivision Recreational Area - Action to Approve
  - [F.](#) Roadway Paving Bids - Sealed Bids Process
  - [G.](#) LEMP Emergency Meeting Plan - Action to Approve

H. Street Naming and Addressing Ordinance - Action to Approve

I. Better Roads Grant - Action to approve

**9. UNFINISHED BUSINESS**

A. ACO Impound Kennel at the Old Town Garage Update

**B.** Georgia Public Library Building Revitalization Committee

**C.** Bridge #28 (Bridge on Mill River Road)

**D.** Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)

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

**A.** Public Works/Highway

B. Town Administrator

C. Treasurer

Bank Account Signatures:

i. Doug Bergstrom as Online Banking and Cash Management

ii. Cheryl Letourneau and Lori Hobart as Signatories for Hot Lunch Account

iii. Cheryl Letourneau, Lori Hobart and Kellie Bosenberg as Signatories on Other Bank Accounts

iv. Cheryl Letourneau, Lori Hobart, Kellie Bosenberg and Kevin Webster on the Delinquent Tax Account

v. Cheryl Letourneau, Lori Hobart, Kellie Bosenberg, Kevin Webster and the Selectboard on the Corporate Banking Resolutions

vi. Todd Cadieux, Bridget Stone and Keith Baker as Signatories on Debit Cards.

**11. OTHER**

**12. PLAN NEXT MEETING AGENDA**

**A.** June 22, 2026

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

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

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

**A.** Contracts

**B.** Attorney / Legal

**C.** Personnel

**14. ADJOURN**

**TABLED ITEMS:**

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

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

**Signed: Doug Bergstrom, Town Administrator**

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



# GEORGIA VERMONT

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**Selectboard Regular Meeting**  
**Monday, May 25, 2026 at 8:00 AM**  
**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 8:09AM**

**SELECTBOARD PRESENT**

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

**STAFF PRESENT**

Doug Bergstrom, Kollene Caspers, Lori Hobart

**PUBLIC PRESENT**

Terry Cleveland, Heather Dunsmore, Mary Jo Hanbury, Natasha Halverson (via Zoom)

**2. PLEDGE OF ALLEGIANCE**

**3. CHAIR UPDATE**

Chair Bosenberg recognized the Memorial Day holiday and called for a moment of silence for those members of service to our country.

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

- D. Bergstrom requested 8(B) *Neumo Contract* be removed from the Agenda as the Town Clerk has not yet received the contract.
- T. Cleveland requested the addition of a discussion of appointing a new member to the Library Board of Trustees 8(E).

**5. SELECTBOARD MINUTES AND WARRANTS**

- A. Approval of Selectboard Regular Meeting Minutes for May 11, 2026  
Motion to approve minutes as written.

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

40 B. Approval of Selectboard Special Meeting Minutes for May 14, 2026  
41 Motion to approve minutes as written.

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

44 C. Approval of Payroll Warrant  
45 Motion to approve the payroll warrant.

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

48 D. Approval of Warrant #2620  
49 Motion to approve warrant #2620 in the amount of \$109,949.32

- 50 Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist
- 51 • L. Hobart was present to answer Selectboard questions on the warrants.
  - 52 • Chair Bosenberg recognized and thanked the Town staff for the cleaning and organizing records in the vault.
  - 53 • Budget discussion for the public works maintenance of the Town Beach project will be added to the next meeting agenda.

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

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56  
57 **6. PUBLIC COMMENT (For items not on agenda)**

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

- 60 • C. Rosenquist thanked Mari Jo Hanbury for taking good care of the Memorial. She  
61 contributed a lot of hard work to the area and it looks beautiful.

62 **7. CORRESPONDENCE**

63 A. Sheriff's Monthly Activity Report (April 2026)

- 64 • The Sheriff's report was sent to the Town late and did not initially make it into the board  
65 packet. Selectboard members were emailed the report. The report will be added to the digital  
66 packet online for community review.

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

68 A. Georgia Girl Scout Troop 61489 Request to Waive Facilities Fees for Georgia Beach - Action  
69 to Approve

70 Motion to approve the waiver of facilities use fees for the Girl Scout Troop.

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

- 72 • Girl Scouts will pay the deposit in accordance with the Town's Facilities Use Policy.
- 73 • Vice Chair Dunsmore suggested a "Reserved for Private Event" sign that lets the public  
74 know when there is a party that has reserved the space.

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

76 B. Neumo (formerly Avenu) Contract – Tabled for next meeting.

77 C. Dental Insurance Contract

78 Motion to approve the dental insurance contract as presented.

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

- 80 • D. Bergstrom updated the Selectboard on the dental insurance. There was an overwhelming  
81 response in favor of the orthodontal plan.

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

83 D. ACO Kennel - C/U Public Meeting with the DRB on 6/2/2026 @ 7:00PM

- 84 • A Conditional Use hearing is scheduled in front of the Development Review Board (DRB)  
85 on June 2. Vice Chair Dunsmore will represent the Selectboard at the hearing.

86 E. Library Scope of Work - Action to Approve

- 87 • T. Cleveland inquired into the process to appoint the open seat on the Library Board of
- 88 Trustees. The vacancy posting closes June 3rd at 4pm. All letters of intent will go to the
- 89 boards by June 4th. The Selectboard will appoint the open Trustee seat at the June 8<sup>th</sup>
- 90 Selectboard meeting.

91 Motion to approve the Library Scope of Work.

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

- 93 • The Building Revitalization Committee members present, T. Cleveland, Chair Bosenberg
- 94 and Vice Chair Dunsmore, explained the scope of work provided by the engineers which
- 95 focuses primarily on making the library ADA compliant.
- 96 • L. Hobart said the updated scope of work will push the project costs beyond the \$50,000
- 97 initially allocated for the design. Library Reserve Funds are not eligible for covering the
- 98 additional costs.
- 99 • Chair Bosenberg clarified the use of funds set aside for the purpose of the ADA
- 100 renovation. Vice Chair Dunsmore further explained the different views for possible uses
- 101 of the space, and new plans will be needed for just doing the new door and ADA use.
- 102 • Vice Chair Dunsmore explained the parking lot needs work and that attention should be
- 103 sooner than later. He recommended speaking with the engineer involved in our bridge
- 104 work to look at the parking lot.
- 105 • Chair Bosenberg said there has been no champion for the library to publicize the project,
- 106 to raise public awareness, to get excitement and support from the public.
- 107 • T. Hardy asked if we could move forward with the project and not spend the estimated
- 108 \$26,000 for new plans.
- 109 • Chair Bosenberg suggested we ask other engineers to get another scope of work that will
- 110 be within our budget.

111 Voting Nay: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy. This  
112 motion did not pass.

113 F. Investments

- 114 • L. Hobart presented an investment plan to the Selectboard. This includes gaining interest
- 115 with cash on hand safely while retaining liquidity. The plan follows the Town's investment
- 116 policy and will start with a one-month \$500,000 CD that can be rolled over if desired.

117 Motion to approve the recommendation to place \$500,000 in CDs for investment purposes.

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

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

120 G. Street Naming & Addressing Ordinance

- 121 • No updates, still at the attorney.

122 H. VLCT Code of Ethics Investigation and Enforcement Training (May 7) - Ordinance/Complaint  
123 Form

- 124 • D. Bergstrom explained the change in ethics reviews through the State of Vermont, which
- 125 was moved back to VLCT and the municipalities.
- 126 • The Town's Conflict of Interest and Ethics Policy was updated in 2025 and is posted on
- 127 the Town website. The Town is tasked with establishing procedures to review ethics
- 128 complaints, investigate the complaints and enforcement; and post whistleblower
- 129 information in all municipal buildings.
- 130 • Vice Chair Dunsmore asked if this could be outsourced to an HR professional in the
- 131 future.

- 132 • Chair Bosenberg questioned the Town passing an ordinance for this purpose when it will
- 133 be difficult to enforce.
- 134 • Chair Bosenberg encouraged the Selectboard members to take the ethics and open meeting
- 135 law training courses.

136 **9. UNFINISHED BUSINESS**

- 137 A. Bridge #28 (Bridge on Mill River Road)
  - 138 • D. Bergstrom will send reminders to Encore Solar and the property owner for the dates the
  - 139 bridge work will occur, so as to not interfere with the installation of the solar field.
- 140 B. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road) – no
- 141 updates.

142 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES**  
143 **REPORTS**

- 144 A. Public Works/Highway
  - 145 • Updates were included in the TA report.
  - 146 • Project WorkSAFE will be going through all of the Town buildings on June 9<sup>th</sup> or 10<sup>th</sup>.
  - 147 The Town offices have begun to organize and clean the spaces to be examined during the
  - 148 visit. The Selectboard discussed trainings and policies.
- 149 B. Town Administrator
  - 150 • D. Bergstrom included a TA report in the packet. He gave an update to the LURB meeting
  - 151 on May 19th. The LURB has a letter from the Town on record in support for Village
  - 152 Designation. Due to an error in posting, some people were having trouble getting on Zoom
  - 153 and the meeting was continued to Thursday May 28.
- 154 C. Treasurer
  - 155 • L. Hobart would like to appoint C. Letourneau to be assistant Treasurer and authorized
  - 156 signer of the accounts. L. Hobart would also like to appoint Chair Bosenberg to be an
  - 157 authorized signer on the accounts.

158 **11. OTHER**

159 **12. PLAN NEXT MEETING AGENDA**

- 160 A. June 8, 2026

161 **13. PROPOSED EXECUTIVE SESSION (pursuant to 1 V.S.A sec 313 - requires majority vote)**

162 Chair Bosenberg would entertain a motion to enter into executive session to discuss Personnel,  
163 Attorney- Environmental Court and Contracts which premature disclosure or discussion may be  
164 detrimental to the board in itself and/or individuals involved.

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

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

167  
168 Chair Bosenberg moves that we enter into executive session to discuss Personnel, Attorney-  
169 Environmental Court and Contracts with Doug Bergstrom, Heather Dunsmore and Lori Hobart  
170 under the provisions of Title 1, Section 313(a)(1)(E) and (a)(3) of the Vermont Statutes at 9:47AM.

171 Motion to enter into Executive session with D. Bergstrom, H. Dunsmore and L. Hobart.

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

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

174  
175 Motion to exit out of Executive Session at 11:58AM

176 Motion made by T. Hardy, Seconded by J. Nasca

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

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180 **Action out of Executive Session:**  
181 Motion to appoint Doug Bergstrom as Town Administrator.  
182 Motion made by Chair Bosenberg, Seconded by C. Rosenquist  
183 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy  
184

185 **14. ADJOURN**  
186 Motion to adjourn at 11:40AM  
187 Motion made by T. Hardy, Seconded by J. Nasca  
188 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy  
189

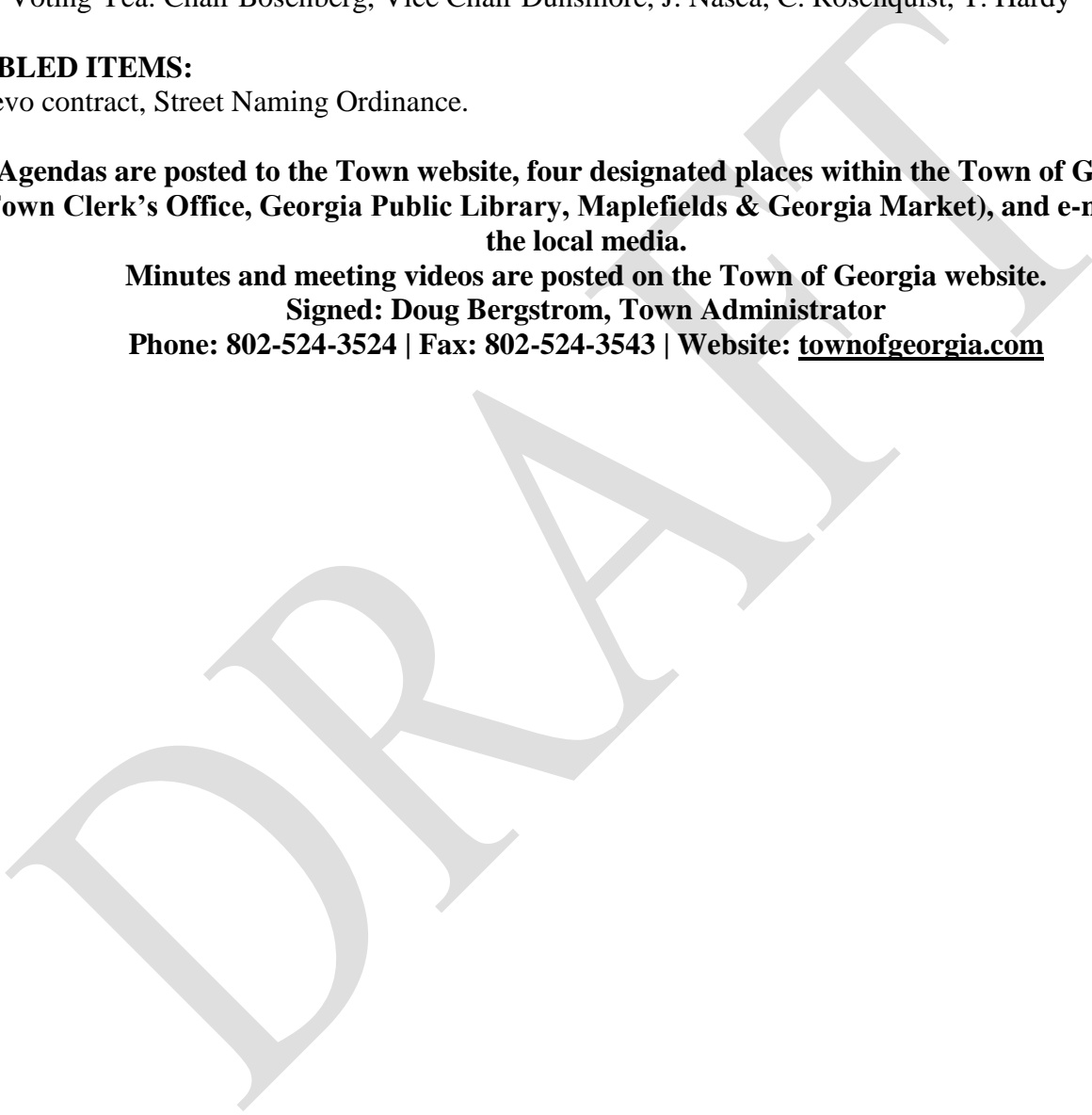
190 **TABLED ITEMS:**  
191 Nuevo contract, Street Naming Ordinance.  
192

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

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

197 **Signed: Doug Bergstrom, Town Administrator**

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



Treasurer Payroll Report – Regular Selectboard Meeting – 06/08/2026

Payroll Check Date – 05/28/26  
Cash Requirement - \$ 21,349.34  
Weekly & Bi-weekly

Payroll Check Date – 06/04/26  
Cash Requirement - \$ 19,247.58  
Weekly

To the Treasurer of Town of Georgia,

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

Each aggregate amount is listed above.

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

Kellie Bosenberg \_\_\_\_\_

Brian Dunsmore \_\_\_\_\_

Tammy Hardy \_\_\_\_\_

Judith Nasca \_\_\_\_\_

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

## 2026 Payroll Log

Check Date	Weekly	Bi-weekly	Cash Requirement	Notes	Weekly Variance %	Weekly/Bi-Weekly Variance %
6/4/2026	x		19,247.58	DTC payment (apr & May), TA pay increase, bonus	18.628%	
5/28/2026	x	x	21,349.34			1.842%
5/21/2026	x		16,225.21		1.566%	
5/14/2026	x	x	20,963.21			-0.242%
5/7/2026	x		15,975.08	no hwy OT	-13.540%	
4/30/2026	x	x	21,014.09			1.918%
4/23/2026	x		18,476.84	TA final pay	1.957%	
4/16/2026	x	x	20,618.58			-25.412%
4/9/2026	x		18,122.14		-1.289%	
4/2/2026	x	x	27,643.25	"snow bonus" for hwy, DTC payment		29.811%
3/26/2026	x		18,358.76		2.179%	
3/19/2026	x	x	21,295.08	election workers		-22.443%
3/12/2026	x		17,967.21	reduced highway	-6.438%	
3/5/2026	x	x	27,457.17	"snow bonus" for Hwy; DTC payment; final paycheck		30.802%
2/26/2026	x		19,203.51	return overpayment; less OT	-2.285%	
2/19/2026	x	x	20,991.43	less call in / OT; return overpayment		-15.811%
2/12/2026	x		19,652.62	less call in / OT	2.652%	
2/5/2026	x	x	24,933.69	"snow bonus" for Hwy; Call In & OT; DTC payment		-1.367%
1/29/2026	x		19,144.94	direct deposit allocation updates, less OT	-16.440%	
1/22/2026	x	x	25,279.36			-5.660%
1/15/2026	x		22,911.56	DTC payment		
1/8/2026	x	x	26,796.00	"snow bonus" for Hwy; OT and Holiday OT; DTC payment		

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1823	town office cleaning	520.00	0.00	520.00	5541	06/08/26
ALLEGIANC ALLEGIANCE TRUCKS	122006426:01	ABS brake repair	2627.30	0.00	2627.30	5542	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1C7K7L4DHFVN	books	40.20	0.00	40.20	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1D347KGW6TH9	safety / MR bridge	255.18	0.00	255.18	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1K4GM14X4X6F	office supplies	32.18	0.00	32.18	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1K77RLF6G644	books	16.50	0.00	16.50	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1LKLQM9R9TCY	supplies, books	247.51	0.00	247.51	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1MQ7NQQNHWKY	program supplies	6.99	0.00	6.99	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1MVFXQNWPH3J	cleaning supplies	244.69	0.00	244.69	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1NCD97CT39HM	safety / supplies	213.33	0.00	213.33	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1NFPVVDTD6YT	books	762.89	0.00	762.89	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1NXY4FCDJX74	wet erase markers	22.60	0.00	22.60	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1T1LRHG6C444	supplies-ext cords	25.96	0.00	25.96	5543	06/08/26
AMAZON AMAZON CAPITAL SERVICES	1XHCCKF4DNNK	supplies	43.52	0.00	43.52	5543	06/08/26
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14984	IT support	1179.75	0.00	1179.75	5544	06/08/26
BOUNDTREE BOUND TREE MEDICAL, LLC	86206847	medical supplies	28.49	0.00	28.49	5545	06/08/26
CHEVALIER CHEVALIER DRILLING CO., INC	101356	beach sample testing	330.00	0.00	330.00	5546	06/08/26
CHEVALIER CHEVALIER DRILLING CO., INC	101357	library sample testing	100.00	0.00	100.00	5546	06/08/26
CIVILENG CIVIL ENGINEERING ASSOCIATES,	30790	svcs 12.11.25-04.22.26	15488.72	0.00	15488.72	5547	06/08/26
COMCAST COMCAST	-3288 052426	town offices	220.20	0.00	220.20	E 60801	06/08/26
COMCAST COMCAST	-4377 052426	fire station	206.69	0.00	206.69	E 60802	06/08/26
COMCAST COMCAST	-7269 052426	new garage	212.72	0.00	212.72	E 60803	06/08/26
COMCASTB COMCAST BUSINESS	04/27-05/26	GFD iPads	120.00	0.00	120.00	E 60804	06/08/26
FIDIUM CONSOLIDATED COMMUNICATIONS	-3032 051826	beach internet	86.53	0.00	86.53	5548	06/08/26
D&M D & M FIRE SAFETY	INV-66583	dry chem fire extinguish	350.00	0.00	350.00	5549	06/08/26
DESORCIE DESORCIE EMERGENCY PRODUCTS, L	21283	rewind switch	289.00	0.00	289.00	5550	06/08/26
DESORCIE DESORCIE EMERGENCY PRODUCTS, L	21294	HAAS altering sub	480.00	0.00	480.00	5550	06/08/26
DESORCIE DESORCIE EMERGENCY PRODUCTS, L	21361	ON-OFF switch	73.00	0.00	73.00	5550	06/08/26
FCIFA FCIFA	594	annual dues	125.00	0.00	125.00	5551	06/08/26
EYE MED FIDELITY SECURITY LIFE INSURAN	167371454	monthly premium	57.60	0.00	57.60	5552	06/08/26
FIRE FIREMATIC SUPPLY COMPANY, INC	INESCT12966	parts / supplies	26547.89	0.00	26547.89	5553	06/08/26
		apex 4 pont kit					
		roll head					
		ratcheting wheel chock					
		load pad					
		extension assemblies					
		schedule 80 chain with grab hooks					
		8" sling					
		mini J cluster					
FLAGS ETC FLAGS ETCETERA	20304	hwy garage flag pole	109.99	0.00	109.99	5554	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0000 052726	old garage	177.36	0.00	177.36	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0001 052726	library well	30.29	0.00	30.29	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0002 052726	library	575.89	0.00	575.89	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0005 052726	town offices	936.24	0.00	936.24	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0006 052726	fire station	998.93	0.00	998.93	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-0009 052726	street lights	529.77	0.00	529.77	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-2626 052726	new garage	712.16	0.00	712.16	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-3109 052726	old mill	49.20	0.00	49.20	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-4295 052726	salt shed	58.63	0.00	58.63	5555	06/08/26
GMP GREEN MOUNTAIN POWER CORPORATI	-6206 052726	historical museum	29.66	0.00	29.66	5555	06/08/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
HAUN	HAUN WELDING SUPPLY INC	821315 compressed oxygen	86.13	0.00	86.13	5556	06/08/26
IPS	INDUSTRIAL PROTECTION SERVICES	213390-00 holmatro service	1700.00	0.00	1700.00	5557	06/08/26
JENKINS	JENKINS TREE SERVICE	1379 tree removal	3600.00	0.00	3600.00	5558	06/08/26
	Georgia Shore						
	Ballard Road						
UNION DUE	LABORERS' INTERNATIONAL OF NO. MAY 2026	monthly dues	129.00	0.00	129.00	5559	06/08/26
LANE	LANE ENTERPRISES, INC	652208 culvert	20506.68	0.00	20506.68	5560	06/08/26
	(4) Spiral poly 72" diam 20' length						
	(4) reroll band polymer 72" diameter including nuts & bolts						
LANE	LANE ENTERPRISES, INC	652356 spiral poly 72" diam	4769.00	0.00	4769.00	5560	06/08/26
LEVELONE	LEVEL ONE GRAPHICS	505 tool stickers	92.50	0.00	92.50	5561	06/08/26
MCCULLOUGH	MCCULLOUGH CRUSHING INC	125573 16 ton 5/8" plant mix	304.00	0.00	304.00	5562	06/08/26
TRUDELL	MILES TRUDELL	05.25.26 refund DRB escrow	4717.66	0.00	4717.66	5563	06/08/26
REYNOL	REYNOLDS AND SON INC	3465636 escape ladder belt	235.33	0.00	235.33	5564	06/08/26
REYNOL	REYNOLDS AND SON INC	3465810 suspenders	69.37	0.00	69.37	5564	06/08/26
REYNOL	REYNOLDS AND SON INC	3466170 roof hook, axe	453.68	0.00	453.68	5564	06/08/26
11239	ROWLEY	541219 184.5 gal #2 diesel	913.28	0.00	913.28	5565	06/08/26
9550	ROWLEY	05.27.26 104.844 gal unleaded	458.02	0.00	458.02	5566	06/08/26
VT ANRDEC	STATE OF VT-ANR DEPT OF ENVIR	9156-9050.A permit fee	480.00	0.00	480.00	E 60806	06/08/26
UNIFIR	UNIFIRST CORPORATION	1080340342 uniforms 05.20.26	136.33	0.00	136.33	5567	06/08/26
UNIFIR	UNIFIRST CORPORATION	1080341374 uniforms 05.27.26	152.43	0.00	152.43	5567	06/08/26
VITAL	VERMONT DEPT OF HEALTH VITAL R 1979	engraved paper	38.00	0.00	38.00	5568	06/08/26
VT ELEC	VERMONT ELECTRICAL CONTRACTING	4683 beach electric	1443.00	0.00	1443.00	5569	06/08/26
FISH&GAME	VERMONT FISH & WILDLIFE	05/24-05/30 hunt / fish licenses	58.50	0.00	58.50	E 60805	06/08/26
VST	VERMONT STATE TREASURER'S OFFI	JAN-APR 2026 dog licenses	2596.00	0.00	2596.00	5570	06/08/26
	January through April 2026						
	376 licenses including 9 breeder						
VLCTUNEMP	VLCT EMPLOYMENT RESOURCE AND B	REN041263-Q2 qtly premium	396.00	0.00	396.00	5571	06/08/26
VMERSDC	VMERS DB	MAY 2026 monthly contribution	11379.90	0.00	11379.90	5572	06/08/26

06/03/2026

03:38 pm

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2621 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 06/08/26 To 06/08/26

Section 5. Item #C. 3  
Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			109,877.37	0.00	109,877.37		

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 \$ \*\*\*109,877.37 Let this be your order for the payments of these amounts.

\_\_\_\_\_  
Kellie Bosenberg - Chair

\_\_\_\_\_  
Brian Dunsmore - Vice Chair

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

\_\_\_\_\_  
Judith Nasca

\_\_\_\_\_  
Tammy Hardy

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1823			05/26/26	06/25/26	01 town office cleaning			
	1-7-05-28-45.60		Janitorial Supply/Svs.				520.00	0.00	0.00
ALLEGIANC ALLEGIANCE TRUCKS	122006426:01			05/20/26	06/19/26	01 ABS brake repair			
	1-7-05-05-50.00		Insurance Claims				2,627.30	0.00	0.00
AMAZON AMAZON CAPITAL SERVICES	1C7K7L4DHFVN			05/17/26	06/16/26	01 books			
	Z-7-05-70-52.29		United Way Grant				40.20	0.00	0.00
	1D347KGW6TH9			05/26/26	06/25/26	01 safety / MR bridge			
	1-7-10-30-62.00		Hwy Parts & Supplies				67.78	0.00	0.00
	N-7-05-20-00.20		Mill River Bridge Expense				187.40	0.00	0.00
Invoice 1D347KGW6TH9 Total							255.18	0.00	0.00
	1K4GM14X4X6F			05/16/26	06/15/26	01 office supplies			
	1-7-05-20-22.00		Admin Office Supplies				32.18	0.00	0.00
	1K77RLF6G644			05/26/26	06/25/26	01 books			
	Z-7-05-70-52.29		United Way Grant				16.50	0.00	0.00
	1LKLOM9R9TCY			05/19/26	06/18/26	01 supplies, books			
	1-7-05-70-22.00		Library Supplies				99.90	0.00	0.00
	Z-7-05-70-52.24		NCSS Pre-School Grant				135.96	0.00	0.00
	Z-7-05-70-52.29		United Way Grant				11.65	0.00	0.00
Invoice 1LKLOM9R9TCY Total							247.51	0.00	0.00
	1MQ7NQONHWKY			05/12/26	06/11/26	01 program supplies			
	1-7-05-70-44.05		Library Educational Progr				6.99	0.00	0.00
	1MVFQXQWFEH3J			05/21/26	06/20/26	01 cleaning supplies			
	1-7-05-28-45.30		Library Building Maint.				244.69	0.00	0.00
	1NCD97CT39HM			05/27/26	06/26/26	01 safety / supplies			
	1-7-10-05-45.05		Highway Training				170.72	0.00	0.00
	1-7-05-28-45.60		Janitorial Supply/Svs.				42.61	0.00	0.00
Invoice 1NCD97CT39HM Total							213.33	0.00	0.00
	1NFPVDTD6YT			05/20/26	06/19/26	01 books			
	1-7-05-70-22.05		Library Adult Books				142.99	0.00	0.00
	Z-7-05-70-52.29		United Way Grant				619.90	0.00	0.00
Invoice 1NFPVDTD6YT Total							762.89	0.00	0.00
	1NXY4FCDJX74			05/18/26	06/17/26	01 wet erase markers			
	1-7-05-20-22.00		Admin Office Supplies				22.60	0.00	0.00
	1TILRHG6C444			05/18/26	06/17/26	01 supplies-ext cords			
	1-7-05-70-22.00		Library Supplies				25.96	0.00	0.00

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		1XHCGKF4DNNK		05/21/26	06/20/26	01 supplies			
		1-7-05-20-22.00	Admin Office Supplies				43.52	0.00	0.00
<b>Total For AMAZON CAPITAL SERVICES</b>							<b>1,911.55</b>	<b>0.00</b>	<b>0.00</b>
BOUCHOME	BOUCHAR	14984		06/01/26	06/21/26	01 IT support			
		1-7-05-20-44.07	Computer Software & Licen				576.00	0.00	0.00
		1-7-05-20-44.11	IT Labor Services				603.75	0.00	0.00
<b>Invoice 14984 Total</b>							<b>1,179.75</b>	<b>0.00</b>	<b>0.00</b>
BOUNDTREE	BOUND TREE	86206847		05/14/26	06/13/26	01 medical supplies			
		1-7-05-36-22.05	Fire & Rescue Medical Sup				28.49	0.00	0.00
CHEVALIER	CHEVALIER	101356		05/26/26	06/05/26	01 beach sample testing			
		1-7-05-28-45.20	Town Beach Bldg. Maint				330.00	0.00	0.00
		101357		05/26/26	06/05/26	01 library sample testing			
		1-7-05-28-45.30	Library Building Maint.				100.00	0.00	0.00
<b>Total For CHEVALIER DRILLING CO., INC</b>							<b>430.00</b>	<b>0.00</b>	<b>0.00</b>
CIVILENG	CIVIL ENGINEERING	30790		04/23/26	05/22/26	01 svcs 12.11.25-04.22.26			
		P-7-02-25-00.00	Library Project expense				15,488.72	0.00	0.00
COMCAST	COMCAST	*-3288 052426		05/24/26	06/19/26	01 town offices			
		1-7-05-28-30.50	Town Hall Utilities				220.20	0.00	0.00
		*-4377 052426		05/24/26	06/19/26	01 fire station			
		1-7-05-28-30.25	Fire & Rescue Utilities				206.69	0.00	0.00
		*-7269 052426		05/24/26	06/19/26	01 new garage			
		1-7-05-28-30.70	New Hwy Garage Utilities				212.72	0.00	0.00
<b>Total For COMCAST</b>							<b>639.61</b>	<b>0.00</b>	<b>0.00</b>
COMCASTB	COMCAST BUSINESS	* 04/27-05/26		05/26/26	06/16/26	01 GFD iPads			
		1-7-05-36-52.40	GFD Computer/Office Suppl				120.00	0.00	0.00
FIDIUM	CONSOLIDATED COMMUNICAT	-3032 051826		05/18/26	06/15/26	01 beach internet			
		1-7-05-28-30.20	Town Beach Utilities				86.53	0.00	0.00
D&M	D & M FIRE SAFETY	INV-66583		05/18/26	06/17/26	01 dry chem fire extinguish			
		1-7-05-28-45.20	Town Beach Bldg. Maint				175.00	0.00	0.00
		1-7-05-28-45.35	Old Hwy Bldg. Maint.				175.00	0.00	0.00
<b>Invoice INV-66583 Total</b>							<b>350.00</b>	<b>0.00</b>	<b>0.00</b>

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
DESORCIE	DESORCIE EMERGENCY PROD	21283		05/02/26	06/01/26	01	rewind switch		
		1-7-05-36-63.05	GFD Truck/App Repairs				289.00	0.00	0.00
		21294		05/04/26	06/03/26	01	HAAS altering sub		
		1-7-05-36-63.00	GFD Equiq Prshe/Repair				480.00	0.00	0.00
		21361		05/27/26	06/26/26	01	ON-OFF switch		
		1-7-05-36-63.05	GFD Truck/App Repairs				73.00	0.00	0.00
Total For DESORCIE EMERGENCY PRODUCTS, LLC							842.00	0.00	0.00
FCIFA	FICIFA	594		04/14/26	05/14/26	01	annual dues		
		1-7-05-36-44.10	Fire & Rescue Training				125.00	0.00	0.00
EYE MED	FIDELITY SECURITY LIFE	167371454		05/22/26	06/10/26	01	monthly premium		
		1-2-00-05-10.37	Vision Withholding				57.60	0.00	0.00
FIRE	FIREMATIC SUPPLY COMPAN	INESCT12966		05/11/26	06/10/26	01	parts / supplies		
		1-7-05-36-63.00	GFD Equiq Prshe/Repair				26,547.89	0.00	0.00
FLAGS ETC	FLAGS ETCETERA	20304		05/20/26	06/19/26	01	hwy garage flag pole		
		1-7-05-28-45.70	New Hwy Bldg. Maint.				109.99	0.00	0.00
GRNMTNELE	GREEN MOUNTAIN ELECTRIC	CM5807004		04/30/26	04/30/26	01	return thermostat		
		1-7-05-28-45.35	Old Hwy Bldg. Maint.				-63.25	0.00	0.00
GMP	GREEN MOUNTAIN POWER CO	-0000 052726		05/27/26	06/23/26	01	old garage		
		1-7-05-28-30.35	Old Hwy Garage Utilities				177.36	0.00	0.00
		-0001 052726		05/27/26	06/23/26	01	library well		
		1-7-05-28-30.30	Library Utilities				30.29	0.00	0.00
		-0002 052726		05/27/26	06/23/26	01	library		
		1-7-05-28-30.30	Library Utilities				575.89	0.00	0.00
		-0005 052726		05/27/26	06/23/26	01	town offices		
		1-7-05-28-30.50	Town Hall Utilities				936.24	0.00	0.00
		-0006 052726		05/27/26	06/23/26	01	fire station		
		1-7-05-28-30.25	Fire & Rescue Utilities				998.93	0.00	0.00
		-0009 052726		05/27/26	06/23/26	01	street lights		
		1-7-05-28-30.75	Streetlight Electricity				529.77	0.00	0.00
		-2626 052726		05/27/26	06/23/26	01	new garage		
		1-7-05-28-30.70	New Hwy Garage Utilities				712.16	0.00	0.00
		-3109 052726		05/27/26	06/23/26	01	old mill		
		1-7-05-28-30.50	Town Hall Utilities				49.20	0.00	0.00

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		-4295	052726	05/27/26	06/23/26	01 salt shed			
		1-7-05-28-30.35	Old Hwy Garage Utilities				58.63	0.00	0.00
		-6206	052726	05/27/26	06/23/26	01 historical museum			
		1-7-05-28-30.50	Town Hall Utilities				29.66	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION							4,098.13	0.00	0.00
HAUN	HAUN WELDING SUPPLY INC	821315		05/19/26	06/18/26	01 compressed oxygen			
		1-7-10-30-51.00	Fuels And Oils				86.13	0.00	0.00
IPS	INDUSTRIAL PROTECTION S	213390-00		05/01/26	05/31/26	01 holmatro service			
		1-7-05-36-64.00	Fire Dept. Annual Testing				1,700.00	0.00	0.00
JENKINS	JENKINS TREE SERVICE	1379		06/01/26	06/15/26	01 tree removal			
		1-7-10-25-45.00	Bridges-Contract Services				3,600.00	0.00	0.00
UNION DUE LABORERS' INTERNATIONAL		MAY 2026		05/31/26	06/11/26	01 monthly dues			
		1-2-00-05-10.41	Union Dues				129.00	0.00	0.00
LANE	LANE ENTERPRISES, INC	652208		05/20/26	06/19/26	01 culvert			
		N-7-05-20-00.20	Mill River Bridge Expense				20,506.68	0.00	0.00
		652356		05/21/26	06/20/26	01 spiral poly 72" diam			
		N-7-05-20-00.20	Mill River Bridge Expense				4,769.00	0.00	0.00
Total For LANE ENTERPRISES, INC							25,275.68	0.00	0.00
LEVELONE	LEVEL ONE GRAPHICS	505		05/24/26	06/23/26	01 tool stickers			
		1-7-05-36-63.00	GFD Equiq Prshe/Repair				92.50	0.00	0.00
MCCULLOUG	MCCULLOUGH CRUSHING INC	125573		05/26/26	06/25/26	01 16 ton 5/8" plant mix			
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.				304.00	0.00	0.00
TRUDELL	MILES TRUDELL	05.25.26		05/25/26	05/25/26	01 refund DRB escrow			
		1-2-00-20-10.87	Paving/Sidewalk Escrow				4,700.00	0.00	0.00
		1-6-00-20-00.30	Interest On Investments				17.66	0.00	0.00
Invoice 05.25.26 Total							4,717.66	0.00	0.00
QUADIEN	QUADIEN FINANCE USA, I	-2740	043026	04/30/26	05/28/26	01 credit			
		1-7-05-20-21.00	Admin Postage				-38.75	0.00	0.00
REYNOL	REYNOLDS AND SON INC	3465636		04/30/26	05/30/26	01 escape ladder belt			
		1-7-05-36-52.20	Fire & Rescue Turn Out Ge				235.33	0.00	0.00
		3465810		05/07/26	06/06/26	01 suspenders			
		1-7-05-36-52.20	Fire & Rescue Turn Out Ge				69.37	0.00	0.00

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		3466170		05/18/26	06/17/26	01	roof hook, axe		
		1-7-05-36-63.00	GFD Equiq Prshe/Repair				453.68	0.00	0.00
Total For REYNOLDS AND SON INC							758.38	0.00	0.00
11239	ROWLEY	541219		05/26/26	05/31/26	01	184.5 gal #2 diesel		
		1-7-10-30-51.00	Fuels And Oils				913.28	0.00	0.00
9550	ROWLEY	05.27.26		05/27/26	06/06/26	01	104.844 gal unleaded		
		1-7-10-30-51.00	Fuels And Oils				458.02	0.00	0.00
VT ANRDEC STATE OF VT-ANR DEPT OF		* 9156-9050.A		06/01/26	06/01/26	01	permit fee		
		1-7-10-05-55.35	State Permit Fee for Hwys				480.00	0.00	0.00
UNIFIR	UNIFIRST CORPORATION	1080340342		05/20/26	06/19/26	01	uniforms 05.20.26		
		1-7-10-40-18.00	Highway Uniforms/Boots				136.33	0.00	0.00
		1080341374		05/27/26	06/26/26	01	uniforms 05.27.26		
		1-7-10-40-18.00	Highway Uniforms/Boots				152.43	0.00	0.00
Total For UNIFIRST CORPORATION							288.76	0.00	0.00
VITAL	VERMONT DEPT OF HEALTH	1979		06/01/26	06/15/26	01	engraved paper		
		1-7-05-10-22.00	Records Supplies				38.00	0.00	0.00
VT ELEC	VERMONT ELECTRICAL CONT	4683		05/29/26	05/29/26	01	beach electric		
		1-7-05-28-45.20	Town Beach Bldg. Maint				1,443.00	0.00	0.00
FISH&GAME	VERMONT FISH & WILDLIFE	* 05/24-05/30		06/01/26	06/04/26	01	hunt / fish licenses		
		1-2-40-20-10.10	State Of VT Fish & Wildli				58.50	0.00	0.00
VST	VERMONT STATE TREASURER	JAN-APR 2026		05/28/26	05/28/26	01	dog licenses		
		1-2-40-20-10.05	State Of VT Dog Licenses				2,596.00	0.00	0.00
VLCTUNEMP	VLCT EMPLOYMENT RESOURC	REN041263-Q2		02/25/26	04/01/26	01	qtly premium		
		1-7-05-75-13.00	Unemployment				396.00	0.00	0.00
VMERSDC	VMERS DB	MAY 2026		05/31/26	06/11/26	01	monthly contribution		
		1-2-00-05-10.25	Retirement Withholding				11,379.90	0.00	0.00
Report Grand Total							109,775.37	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	67,999.36	0.00

+63.25  
+38.75  
109,877.37

06/03/26  
03:28 pm

Town of Georgia, Vermont Accounts Payable  
Invoice Edit List-Current-Last-Next FY  
Invoices Up To 06/26/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
Z		824.21			0.00				
N		25,463.08			0.00				
P		15,488.72			0.00				
		109,775.37			0.00				

06/04/26  
09:42 am

Town of Georgia, Vermont Accounts Payable  
Check Warrant Report # 2622 Current Prior Next FY Invoices  
For checks For Check Acct 01 (General Fund) 06/09/26 To 06/09/26

Section 5. Item #D. 1  
GeorgiaTreasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
CAD CAR	CADIEUX'S CARPENTRY	06.03.26 remainder bathroom final invoice for work om the beach bathrooms	5660.00	0.00	5660.00	5573	06/09/26
Report Total			5,660.00	0.00	5,660.00		

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 \$ \*\*\*\*\*5,660.00 Let this be your order for the payments of these amounts.

\_\_\_\_\_  
Kellie Bosenberg - Chair

\_\_\_\_\_  
Brian Dunsmore - Vice Chair

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

\_\_\_\_\_  
Judith Nasca

\_\_\_\_\_  
Tammy Hardy

## Information Technology (IT) Software and Services Agreement

This IT Software and Services Agreement (the “Agreement”) is entered into by and between **Neumo Enterprise Solutions, LLC** f/k/a Avenu Government Records Services, LLC (“Neumo”), having an office at 5860 Trinity Parkway, Suite 120, Centreville, VA 20120, and Town of Georgia, a government entity in the State of Vermont (“Client”), having an office at 47 Town Common Road North, Saint Albans, VT 05478. Neumo and Client may be referred to herein as individually each a “Party” and collectively the “Parties”.

**1. SCOPE.** This Agreement governs Client’s use of the Neumo products set forth in Schedule A (the “Products”), which are licensed to Client by Neumo on a term basis, and the provision of related Neumo services (collectively the “Services”). The scope for the Services to be performed by Neumo under this Agreement are set forth in the following statements of work which are hereby incorporated by reference into this Agreement as follows:

- i. **Schedule A** - System Support Services Statement of Work
- ii. **Schedule B** - Digital Processing Services Statement of Work

### 2. TERM AND TERMINATION.

- a) **Term.** The term of this Agreement shall begin on May 26, 2026 (“Effective Date”) and shall continue through May 25, 2031 (“Term”). The Term of this Agreement may be extended upon mutual written agreement of the Parties (subject to agreement of applicable fees and other applicable terms and conditions).
- b) **Termination for Breach.** If either Party breaches a material provision under this Agreement the other Party may terminate this Agreement by providing the breaching Party with a written notice describing the breach and required remedy (“Default Notice”). Upon receipt of a Default Notice the breaching Party will have a period of sixty (60) calendar days (or another timeframe that may be mutually agreed to by the Parties) to cure the breach; if the breaching Party fails to remedy the breach within the established cure period, the non-breaching Party may, upon written notice to the defaulting Party, terminate this Agreement for default.
- c) **Termination for Loss of Funding.** If the Client has failed to receive funds for the continued procurement of the Products or Services in a given fiscal year (after every reasonable effort has been made by Client to secure the necessary funding), the Client may terminate this Agreement upon at least thirty (30) days advance written notice to Neumo prior to the expiration of the then current Term year.
- d) **Effect of Termination.** Termination of this Agreement for any reason will not affect any liabilities or obligations of either Party arising before termination or out of events causing termination and will not affect any damages or other remedies to which a Party may be entitled under this Agreement, at law or in equity, arising from any breach or default. Client agrees to discontinue use of all hardware, Products and other Neumo -owned materials no later than the effective date of termination and shall, as mutually agreed upon by the Parties, return required hardware, Products and other Neumo-owned materials to Neumo within thirty (30) calendar days after termination.

### 3. PRODUCTS AND SERVICES

- a) **Licensed Products.** During the Term of this Agreement, and subject to Client paying all required Fees, Neumo grants Client a limited, non-exclusive, non-transferable, revokable right to use the software products set forth in Schedule A (the “System”). Except as expressly provided elsewhere in this Agreement, no sublicensing of use or access is permitted for the System.

- b) Third Party Items. Any hardware and third-party software components provided for Client's use of the System ("Third Party Items") are listed in Schedule A (if applicable). Rights to Third Party Items are subject to the provisions of the software licenses provided by those third-party software vendors. Client understands and agrees that acceptance and use of the Third Party Items will be deemed acceptance of the terms and conditions of the licenses provided by the respective vendors. Client further agrees to use the Third-Party Items in accordance with the terms of those licenses. For "shrink wrap" or "click-wrap" software licenses for Third Party Items, Client authorizes Neumo to accept the terms of each license on behalf of the Client when the software is installed. Neumo makes no express or implied warranties whatsoever with regard to Third Party Items.
- c) Services. During the Term of this Agreement, and subject to Client paying all required Fees, Neumo shall provide the Services set forth in Schedule A and Schedule B in association with Client's use of the System.
- d) Restrictions. Client shall not (and shall not permit any third party to): (i) use the System to develop a similar or competing product or service; (ii) reverse engineer, decompile, disassemble, modify, or otherwise seek to obtain the source code or non-public Application Programming Interfaces ("APIs") to the System, except to the extent expressly permitted by applicable law (and then only upon advance written notice to Neumo); (iii) copy, modify or create any derivative work of the System; (iv) remove or obscure any proprietary or other notices contained in the System; (v) publicly disseminate performance information regarding the System; (vi) use the System to create, use, send, store or run viruses or other harmful computer code, files, scripts, agents or other programs or engage in any other malicious act; (vii) disrupt their security, integrity or operation; (viii) use Neumo Technology except as permitted under this Agreement including removing or modifying any copyright or other proprietary rights notices; or (ix) use the System to reproduce, distribute, display, transmit or use material protected by copyright or other intellectual property right (including the rights of publicity or privacy) without first obtaining the permission of the owner. The System is not designed or intended for use in any situation where failure or fault could lead to death or serious bodily injury of any person or to severe physical or environmental damage ("High Risk Use"). Client is not licensed to use the System or the Services in, or in conjunction with, High Risk Use.
- e) Data Extraction. During the Term of this Agreement, Client may, upon written notice to Neumo, request Neumo provide assistance with extracting Client Data ("Data Extraction Services") from the System. If so requested, Data Extraction Services will be provided to the Client on a labor hour basis, at Neumo's then prevailing professional services rates, and in accordance with the timeframes mutually agreed to by the Parties. Client agrees Neumo shall have no obligation to provide Data Extraction Services except as provided for in this paragraph.
- f) Migration to Neumo Records. Neumo Records is the upgraded cloud version of Neumo's records management solution with enhanced feature delivery, modern architecture, and a fulsome roadmap. Neumo has developed a contracting path to facilitate Client's migration to the latest version of Neumo Records at any time during the Term of the Agreement (migration is encouraged, when possible, to take advantage of the continued investment and enhancements as the roadmap aligns to customer needs).

#### 4. FEES AND PAYMENTS

- a) Annual Subscription Fees. Table 1 specifies the annual System Fees for the Term of the Agreement (the "Annual Fees"). Annual Fees will be invoiced in equal monthly installments throughout the Term of the Agreement. Annual Fees include Support as set forth in Schedule A. The Services set forth in Schedule B are separately priced.

**Table 1: Annual Fee Schedule for Initial Term**

Description	Year 1 Fee (5/26/2026 – 5/25/2027)	Year 2 Fee (5/26/2027 – 5/25/2028)	Year 3 Fee (5/26/2028 – 5/25/2029)	Year 4 Fee (5/26/2029 – 5/25/2030)	Year 5 Fee (5/26/2030 – 5/25/2031)
20/20 Perfect Vision™ Land Records Management System	\$11,171.00	\$11,171.00	\$11,171.00	\$11,171.00	\$11,171.00
Neumo Hosted Public Search Site	Subject to 4(b)(i)- Revenue Sharing for Online Sales				

b) Other Compensation and Fees.

i. Revenue Sharing for Online Sales. Client’s Public Search Site is hosted by Neumo at no charge to the Client under the condition that all online sales revenue associated with downloading and printing fees, after deduction of transaction processing fees (“Online Sales Revenue”), will be split equally between Neumo (50%) and the Client (50%). In the event the Client wishes to terminate this revenue split arrangement, Neumo may suspend hosting Client’s Public Search Site until a separate hosting arrangement is negotiated between the Parties and incorporated into this Agreement. ***With respect to the Client portion of the Online Sales Revenue collected by Neumo, Client shall designate ONE of the following remittance options:***

- The Client can use this revenue as a credit to offset any payments due from Client to Neumo under this Agreement (“Credit Option”); OR
- Neumo can remit this revenue to the Client on a monthly basis via check (“Remit Option”).

**If no option is selected above, Neumo will default to the Credit Option.** For the Credit Option, if the Client does not use the full value of the credit within an individual Term year, then the remaining balance of the credit will be paid by Neumo to the Client via check after completion of the applicable annual period (example: For Year 1, any credit balance for period May 26, 2026 – May 25, 2027 will be paid out and reset after May 25, 2027).

ii. Fees for Digital Processing Services. Digital Processing Services will be billed in accordance with the pricing and invoicing details set forth in Schedule B.

c) Expenses. Travel, lodging, meal, and other expenses that require reimbursement by Client are set forth in incorporated statement of work, if applicable. Client shall reimburse Neumo for all pre-approved travel, lodging, meal, and other expenses reasonably incurred by Neumo in providing the Products and Services, to the extent so specified in corresponding statements of work (“Expenses”).

d) Taxes. “Taxes” means any sales, use, import/export, value add taxes, or other tax, tariff or similar governmental or regulatory fees related to this transaction or any of the Products or Services (however designated and regardless of the jurisdiction that charges any of the foregoing). For the sake of clarity, Taxes do not include any taxes based on Neumo’s net income. If Client is by law exempt from property Taxes, those Taxes will not be included in invoices submitted to the Client under this Agreement. Neumo may be considered a limited agent of Client for the sole purpose of purchasing goods or services on behalf of Client without payment of taxes from which Client is exempt. If Neumo is required to pay taxes by determination of a proper taxing authority having jurisdiction over the Products or Services provided under this Agreement, Client agrees to reimburse Neumo for payment of those taxes.

- e) Payment Terms. All Fees are listed on invoices as U.S. Dollars. Client shall make all payments of any type of invoice from Neumo in U.S. Dollars. Neumo shall invoice Client for the Fees in accordance with the frequency and payment terms set forth herein. Neumo shall invoice Client for all applicable Expenses and Taxes after the month they are incurred. Unless disputed in accordance with Section 4(f), Client shall pay all Fees, Expenses, and Taxes to Neumo via ACH, within thirty (30) days of the applicable invoice date.
- f) Invoice Disputes. Client shall pay the undisputed portion (s) of each invoice. If Client disputes any portion of an invoice, Client shall submit written notice to Neumo regarding the disputed amount, and provide to Neumo, if applicable documentation supporting the alleged billing error (each such notice, a "Fee Dispute Notice"). A Fee Dispute Notice must be submitted to Neumo within twenty (20) days from the date the invoice at issue is received by the Client. Client waives the right to dispute any Fees not disputed within such twenty (20) day period. The Parties shall negotiate in good faith to attempt to resolve any such Fee disputes within thirty (30) days after Client's delivery of the applicable Fee Dispute Notice.
- g) Non-Payment. If Client fails to timely remit payments in accordance with the terms herein, then Client shall also be liable for any additional expenses Neumo incurs in pursuing payment for payable Fees (including but not limited to reasonable attorneys' fees and accrued interest). Failure to make timely payment of Fees shall be a material breach of the Agreement and upon reasonable notice to Client, Neumo may suspend providing any Service for Client's failure to timely pay any amount due that is not disputed in accordance with paragraph (e) above.

## 5. CLIENT RESPONSIBILITIES.

- a) General. Client is responsible for: (i) providing a high speed internet connection of sufficient bandwidth for successful performance of the System; (ii) purchasing, installing, and managing all necessary hardware and the needed anti-virus protection software for any Client-owned workstations; (iii) maintaining confidentiality of the administrator and user logon identifications, passwords and account information; (iv) verifying the accuracy, quality, integrity and legality of Client Data and of the means by which Client acquired it; (v) determining if the System and Services are sufficient for its purposes and (vi) ensuring that its use of the System and Services complies with all applicable laws and regulations. Client agrees to use commercially reasonable efforts to prevent unauthorized access to the System and shall notify Neumo immediately (and in writing) of any such unauthorized access or use. If there is unauthorized use by anyone who obtained access to the System through Client, Client will take all steps reasonably necessary to terminate the unauthorized use and will assist with any actions taken by Neumo to prevent or terminate such unauthorized use. "Client Data" means any data or other information which is provided to Neumo by Customer (directly or indirectly) in connection with the Services, including data collected/stored in the System.
- b) Data Backup. Throughout the Term of this Agreement, Client will be responsible for backing up all Client Data contained in the System in accordance with standard industry back-up procedures. Neumo shall provide assistance with such efforts as indicated below provided however Neumo will not be responsible for loss of Client Data under any circumstances.
- Neumo has supplied removeable media to accomplish a six (6) day rotation of server backups. The System has scheduled server tasks/jobs to perform a Monday-Friday and a weekend nightly backup process to the removeable media herein known as the 'Neumo Backup Strategy'. It shall be the Client's responsibility to change this media (i.e. nightly during the work week, Monday-Friday and for the monthly backup) so that the backups are performed accurately. Neumo shall not be liable for any failed backups resulting from the Client's failure to rotate the media, causing the backups to not be performed. The Client can send the Monthly backup media to the Dallas office at 8600 Harry Hines Blvd., Suite 300, Dallas, Texas 75235 to be processed for safe keeping. Neumo shall not be liable for the media that is onsite or stored in the current server location.

## 6. PROPRIETARY RIGHTS

- a) Neumo Technology. Neumo retains sole and exclusive ownership of all right, title and interest in the Products or Services and any modifications thereto, and any related information, documentation or deliverables Neumo provides to Client under this Agreement (“Neumo Technology”). Client is not authorized to use (and shall not permit any third party to use) Neumo Technology or any portion thereof except as expressly authorized by this Agreement. Subject to Client’s payment of all Fees due hereunder, Neumo grants to Client a limited, non-exclusive, royalty-free, non-sublicensable, non-transferable, revokable license (except as specifically permitted in this Agreement), to use those elements of Neumo Technology embodied in the Services deliverables, if any, in Client’s ordinary course of business, solely as so embodied. The Services rendered by Neumo shall not be considered a “work for hire” under United States copyright laws or other intellectual property laws, and all rights, title, and interest in Neumo Technology shall vest solely in Neumo. Client shall not take any action that jeopardizes Neumo’s intellectual property rights in the Neumo Technology, nor assume or acquire any right in Neumo Technology except the limited rights specified in this Agreement. All rights not expressly granted to Client by Neumo in this Agreement are reserved exclusively to Neumo. The provisions of this Section shall survive termination of this Agreement.
- b) Client Data. All rights, title and interest in and to Client Data are, and shall remain, the property of Client and all intellectual property rights in Client Data are and will remain the property of Client. Subject to the confidentiality obligations set forth herein, Client hereby grants to Neumo, throughout the Term of this Agreement and after the term as necessary for Neumo to deliver any post-termination obligations to Client, a non-exclusive, transferable, sublicensable, worldwide and royalty-free license to use Client Data to provide the Services to Client and, as necessary or useful to monitor and improve the System or the Services. For avoidance of doubt, Client Data shall be deemed “Confidential Information” and shall be protected in accordance with the confidentiality provisions set forth herein.

## 7. CONFIDENTIAL INFORMATION.

- a) Confidentiality. The Party receiving information (“Recipient”) from the other Party (“Discloser”) shall treat the Discloser’s information as confidential and proprietary (“Confidential Information”) unless: (1) Recipient is able to demonstrate that the information was known to Recipient prior to the disclosure; (2) Recipient is able to demonstrate the information is part of the public domain; or (3) Recipient’s personnel, without knowledge of the Confidential Information, independently develops the information. Recipient shall: (1) protect the secrecy of the Discloser’s Confidential Information using the same degree of care it accords to its own confidential information, which in no event, will be less than a reasonable degree of care; (2) not disclose the Discloser’s Confidential Information to anyone other than an employee, subcontractor, or agent that has: (i) a reason to know the Confidential Information; (ii) been advised of the confidential nature of the information; and (iii) confidentiality obligations that protect the information from further disclosure; and (3) not use the other Party’s Confidential Information except to perform its obligations under this Agreement. Recipient may disclose the Discloser’s Confidential Information pursuant to a court order or as otherwise required by law, provided that, where legally permitted, Recipient first provides Discloser with written notice and a reasonable opportunity to oppose that disclosure, and reasonably cooperates, at the Discloser’s cost, with Discloser to limit the disclosure to the extent permitted by law.
- b) Public Disclosures. Neumo acknowledges that Client is subject to one or more public record/open door act which generally provides that unless exempted under the applicable act, all records relating to a public agency’s business constitute “public records or files” and are open to public inspection, disclosure and copying in the manner provided by the applicable public record/open door act. Accordingly, Client will not breach or be considered in violation of this Section if Client needs to disclose Neumo’s Confidential Information to respond to a valid request made under such an act. If Client receives a request under an applicable public records/open door act that requires the disclosure of Neumo’s Confidential Information, Client will notify Neumo of the request of the information and if Neumo desires to object, reasonably assist Neumo in seeking to protect the information from disclosure in a court of competent jurisdiction.

- c) Residuals. As with any person performing their job responsibilities, during the performance of Services under this Agreement Neumo personnel will learn to be more efficient and better at their jobs through learning new ideas, know-how, methods, techniques, processes and skills in providing the Products and Services ("Residuals"). Neumo may use, disclose, and otherwise employ such Residuals in its business (including, but not limited to, providing services or creating similar programming or materials for other customers) without violating this Section. For example, if another customer requests Neumo to implement a similar process to what the Client is using, Neumo may do so and may use the Residuals to provide those similar services to that other customer. The Client shall not assert against Neumo any prohibition or restraint from using the Residuals as outlined in this Section. For the sake of clarity, Residuals exclude Client's Confidential Information and Neumo may only use Client's Confidential Information as set forth in this Agreement.

## 8. WARRANTIES.

- a) Limited Warranty. Neumo warrants that (i) the Services will be performed in a professional and workmanlike manner in accordance with generally applicable industry standards and (ii) that the System will be free from material errors that would prevent the documented operational features of the System from functioning when used properly under normal conditions and in accordance with the documentation and instructions for use provided by Neumo. The limited System warranty provided in this Section 8(a) shall not cover, and shall be void as to (a) any third party hardware or software (including commercial off-the-shelf hardware and software) provided to or used by Client in connection with the System; (b) any System component on which maintenance has been performed by a third party that has not been authorized in writing by Neumo; (c) any System component that has been altered or modified by Client or any third party that has not been authorized in writing by Neumo; (d) any System component that is damaged due to the acts or omissions of Client or any third party; (e) any System component that has been damaged as a result of failure to operate the System in accordance with documentation or operating instructions provided by Neumo; or (f) any System failure due to *force majeure* or exposure to unusual physical or electrical stress.
- b) Disclaimer. THE LIMITED WARRANTIES SET FORTH IN SECTION 8(a) ARE MADE TO CLIENT EXCLUSIVELY AND ARE IN LIEU OF ALL OTHER WARRANTIES. EXCEPT FOR THE LIMITED WARRANTIES STATED ABOVE, THE SYSTEM AND ALL RELATED SERVICES ARE PROVIDED "AS IS" AND CLIENT'S USE OF THEM IS AT ITS OWN RISK. NEUMO DOES NOT MAKE, AND HEREBY SPECIFICALLY DISCLAIMS, AND CLIENT RELEASES AND WAIVES, ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE OR FROM A COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OR TRADE PRACTICE, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. NEUMO DOES NOT WARRANT THAT CLIENT'S USE OF THE SYSTEM WILL BE UNINTERRUPTED OR ERROR-FREE, NOR DOES NEUMO WARRANT THAT IT WILL REVIEW CLIENT DATA FOR ACCURACY OR THAT IT WILL PRESERVE OR MAINTAIN CLIENT DATA WITHOUT LOSS. NEUMO SHALL NOT BE LIABLE FOR SYSTEM DELAYS, INTERRUPTIONS, SERVICE FAILURES OR OTHER PROBLEMS INHERENT IN USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS OR OTHER SYSTEMS OUTSIDE THE REASONABLE CONTROL OF NEUMO. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, NEUMO DOES NOT WARRANT THAT THE SYSTEMS OR THE SERVICES WILL MEET THE CLIENT'S SPECIFIC REQUIREMENTS, WILL OPERATE IN ANY COMBINATION THAT MAY BE SELECTED FOR USE BY CLIENT OR IN COMBINATION WITH OTHER THIRD-PARTY SOFTWARE BEYOND THE THIRD-PARTY COMPONENTS EXPRESSLY APPROVED AS COMPLIANT IN NEUMO PROVIDED DOCUMENTATION. EXCEPT AS TO COMPATIBILITY OF THE LICENSED SOFTWARE AS DESCRIBED IN THE DOCUMENTATION PROVIDED TO CLIENT BY NEUMO, NEUMO MAKES NO WARRANTIES TO CLIENT WITH RESPECT TO CLIENT'S COMPUTER EQUIPMENT OR SYSTEM SOFTWARE OR ITS CAPACITY. FURTHERMORE, NEUMO DOES NOT WARRANT THAT ANY SYSTEM ERRORS, DEFECTS, OR INEFFICIENCIES WILL BE CORRECTED, NOR DOES NEUMO ASSUME ANY LIABILITY FOR FAILURE TO CORRECT ANY SUCH ERROR, DEFECT OR INEFFICIENCY. NEUMO MAKES NO WARRANTY, AND THE CLIENT ASSUMES THE ENTIRE RISK, AS TO THE INTEGRITY OF ANY DATA AND THE RESULTS, CAPABILITIES, SUITABILITY, USE, NON-USE OR PERFORMANCE OF THE PRODUCTS OR SYSTEMS. IN NO EVENT SHALL NEUMO BE LIABLE TO CLIENT FOR

ANY DAMAGES RESULTING FROM OR RELATED TO THE USE OF THE SOLUTIONS. CLIENT MAY HAVE OTHER STATUTORY RIGHTS, BUT THE DURATION OF STATUTORILY REQUIRED WARRANTIES, IF ANY, SHALL BE LIMITED TO THE SHORTEST PERIOD PERMITTED BY LAW.

## 9. INDEMNITY.

- a) Intellectual Property Infringement. Neumo shall defend Client from and against any claim, legal action or proceeding brought or made against the Client alleging that the System, when used as authorized under this Agreement, infringes on any copyright, patent, trade secret, or other intellectual property rights of a third party (“Infringement Claim”) and shall indemnify and hold harmless Client from and against any damages and costs awarded against Client or agreed in settlement by Neumo (including reasonable attorneys’ fees) resulting from such Infringement Claim. The foregoing indemnification obligation of Neumo shall not apply: (1) if the System is modified by any party other than Neumo, but solely to the extent the alleged infringement is caused by such modification; (2) if the System combined with products or processes not provided by Neumo, but solely to the extent the alleged infringement is caused by such combination; (3) to any unauthorized use of the System; (4) to any action arising as a result of Client Data or any third-party deliverables or components contained within the System or (5) if Client settles or makes any admissions with respect to a claim without Neumo’s prior written consent. **Client acknowledges and agrees that this Section 9 (a) sets forth Client’s sole and exclusive remedies as it relates to any claim that arises from or relates to the infringement, misappropriation or violation of proprietary rights by Neumo or the Products or Services.**
- b) Mutual Indemnity. Each Party shall indemnify and hold harmless the other Party (and its successors, officers, directors, and employees) from any and all liabilities, claims, and expenses of whatever kind and nature for injury to or death of any person or persons and for loss of or damage to any tangible personal property occurring in connection with or in any way incident to or arising under this Agreement, resulting in whole or in part from the negligent acts or omissions of the indemnifying Party.
- c) Conditions of Indemnity. Each Party agrees, as conditions to the indemnity obligations set forth herein, that the indemnified Party will (i) notify the indemnifying Party promptly in writing of any third party claim for which indemnification may be sought (provided that failure to give such notice may excuse the indemnifying Party’s obligations only to the extent such failure resulted in actual prejudice to the indemnifying Party); (ii) give the indemnifying Party sole control over the defense and settlement of the claim, (provided that the indemnifying Party will not settle any claim that imposes any monetary or injunctive obligation upon the indemnified Party without the indemnified Party’s prior written approval, not to be unreasonably withheld; and (iii) provide the indemnifying Party with reasonable cooperation, at the indemnifying Party’s expense, in connection with the defense and settlement of the claim.

## 10. LIMITATION OF LIABILITY.

- a) Consequential Damages Waiver. NEITHER PARTY SHALL HAVE ANY LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT FOR ANY LOSS OF USE, LOST DATA, LOST PROFITS, FAILURE OF SECURITY MECHANISMS, INTERRUPTION OF BUSINESS, LOSS CAUSED BY THE INTERRUPTION, TERMINATION OR DELAYED OPERATION OF THE INTERNET, THIRD-PARTY TELECOMMUNICATION SERVICES OR THIRD-PARTY SECURITY FEATURES OR SYSTEMS, EXCEPT AS REQUIRED BY LAW. EXCEPT FOR CLAIMS ARISING FROM CLIENT’S VIOLATION OF NEUMO’S INTELLECTUAL PROPERTY RIGHTS IN MEUMO TECHNOLOGY NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, PUNITIVE, RELIANCE, OR CONSEQUENTIAL DAMAGES OF ANY KIND, EVEN IF INFORMED OF THE POSSIBILITY IN ADVANCE, SUFFERED BY ANY PARTY OR ANY PARTY CLAIMING ON BEHALF OF OR THROUGH THE OTHER PARTY, OR ANY OTHER THIRD PARTY RESULTING FROM OR ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE PERFORMANCE OR BREACH THEREOF.

- b) Liability Cap. EXCEPT FOR (i) CLAIMS ARISING FROM CLIENT’S VIOLATION OF NEUMO’S INTELLECTUAL PROPERTY RIGHTS IN NEUMO TECHNOLOGY OR (ii) ANY AMOUNTS PAYABLE TO THIRD PARTIES PURSUANT TO THE INDEMNIFICATION OBLIGATIONS SET FORTH IN THIS AGREEMENT, EACH PARTY’S ENTIRE CUMULATIVE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT SHALL NOT, EXCEED THE AMOUNTS ACTUALLY PAID OR PAYABLE TO NEUMO PURSUANT TO THE APPLICABLE ORDER AND DURING THE TWELVE (12) MONTH PERIOD PRECEEDING THE FIRST EVENT GIVING RISE TO LIABILITY. FOR THE AVOIDANCE OF DOUBT, THE PRECEDING LIMITATION OF LIABILITY SHALL NOT AFFECT THE CLIENT’S OBLIGATION TO EFFECT PAYMENT OF FEES DUE, WHICH SHALL REMAIN IN EFFECT REGARDLESS OF, AND ON TOP OF, THE LIMITATION OF LIABILITY.
  
- c) Limitations Fair and Reasonable. EACH PARTY ACKNOWLEDGES THAT THE LIMITATIONS OF LIABILITY SET FORTH IN THIS SECTION 10 REFLECT THE ALLOCATION OF RISK BETWEEN THE PARTIES UNDER THIS AGREEMENT, AND THAT IN THE ABSENCE OF SUCH LIMITATIONS OF LIABILITY, THE ECONOMIC TERMS OF THIS AGREEMENT WOULD BE SIGNIFICANTLY DIFFERENT.

**11. NOTICES.** Unless otherwise specified in this Agreement, all notices, requests, or consents required to be given in writing under this Agreement shall be sufficiently given if sent by first class certified, delivered by overnight delivery service (FedEx or UPS), hand delivered by a courier (signature service required), or electronic mail with delivery confirmation enabled. Notices shall be considered to have been given at the time of actual delivery in person, two (2) business days after deposit in the mail as set forth above, or one (1) day after delivery to an overnight air courier service or through electronic mail, provided in each case that delivery in fact is affected. Either Party may change its contact person for notices and/or address for notice by means of notice to the other Party given in accordance with this Section.

For Neumo:	For Client:
Neumo Holdings, LLC Attn: Contracts 5860 Trinity Parkway, Suite 120 Centreville, VA 20120  Email: <a href="mailto:contracts@avenuinsights.com">contracts@avenuinsights.com</a> CC: <a href="mailto:susan.gilmore@neumo.com">susan.gilmore@neumo.com</a>	Town of Georgia 47 Town Common Road North, Saint Albans, VT 05478  Attention: Cheryl Letourneau Email: <a href="mailto:townclerk@townofgeorgia.com">townclerk@townofgeorgia.com</a>

**12. INSURANCE.** During the Term of this Agreement, Neumo agrees to maintain standard insurance coverage in accordance with its corporate policy. Upon request, Neumo will provide evidence of coverage on a standard ACORD form certificate of insurance.

**13. ASSIGNMENT.** Neumo may utilize subcontractors to provide the Products and Services. In addition, Neumo may, without the consent of Client, assign or transfer this Agreement to a successor-in-interest in the event of a merger, consolidation or acquisition of any portion of the business of Neumo provided that (a) the assignee to which this Agreement is assigned or transferred agrees in writing to be bound by the terms and conditions of this Agreement; and (b) Neumo Neumo notifies Client of such assignment within a reasonable period of time after it occurs. In all other circumstances, neither Party shall assign any of its rights under this Agreement, or delegate the performance of any of its duties hereunder, without the prior written consent of the other Party.

**14. FORCE MAJEURE.** Neither Party shall be liable for failure or delay in performance of its obligations under this Agreement when such failure or delay is caused by acts of God, flood, hurricane, extreme weather, fire or other natural calamity, acts of governmental agencies, internet provider network unavailability/outages, or

similar causes beyond the reasonable control of such Party ("Force Majeure Events"). If due to any Force Majeure Events either Party shall be unable to perform any obligation when due, such Party shall promptly notify the other Party of such inability and of the period over which such inability is expected to continue. Affected obligations of the Parties shall be temporarily suspended during the period of the Force Majeure Event and the time for performance under this Agreement shall, as applicable, be extended by the duration of any such period; provided, however, that if the delay continues for a period of thirty (30) days or more, either Party may terminate this Agreement by written notice to the other.

**15. EXPORT CONTROL.** Client shall not export or re-export or allow anyone to access or use the Products or related Services outside of the United States without the prior written authorization of Neumo. If approved, Client must comply fully with all relevant export laws and regulations of the United States and other applicable export and import laws to ensure that neither the Products or related Services are exported, directly or indirectly, in violation of applicable laws.

**16. RELATIONSHIP OF THE PARTIES.** The Parties hereto expressly understand and agree that each Party is an independent contractor in the performance of each and every part of the Agreement, is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection therewith.

**17. GENERAL.**

- a) Authority to Execute. Each Party represents and warrants that it has the requisite power and authority to conduct its business and to execute, deliver and the perform the obligations under this Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to enter into this Agreement and to bind each respective Party.
- b) Injunctive Relief. The Parties recognize that a remedy at law for a breach of the provisions of this Agreement relating to proprietary and confidential information or the unauthorized use of any trademark, copyright, or other intellectual property of Neumo may not be adequate for protection of Neumo, and accordingly Neumo shall have the right to seek injunctive relief to enforce the provisions of this Agreement, in addition to any other relief and remedies available.
- c) Waiver. The failure of either Party at any time to enforce any right or remedy available to it under this Agreement with respect to any breach or failure by the other Party shall not be construed to be a waiver of such right or remedy with respect to any other breach or failure by the other Party.
- d) Headings. The headings used in this Agreement are for reference only and do not define, limit, or otherwise affect the meaning of any provisions hereof.
- e) Severability. If any of the provisions of this Agreement shall be invalid or unenforceable, such invalidity or unenforceability shall not invalidate or render unenforceable the entire Agreement, but rather the entire Agreement shall be construed as if not containing the invalid or unenforceable provision or provisions, and the rights and obligations of Client and Neumo shall be construed and enforced accordingly.
- f) Governing Law. This Agreement shall be governed by, interpreted, construed, and enforced in accordance with the laws of the State of Virginia, without reference to the principles of conflict of laws.
- g) Changes. A Party may request a modification to this Agreement or the Services by written request to the other Party specifying the requested changes and other pertinent details. Changes shall be mutually agreed upon by the Parties and will become effective via written modification or amendment executed by authorized contractual representatives of both Parties.
- h) Survival. Any provision of this Agreement that expressly or by implication is intended to survive termination or expiration of this Agreement, regardless of the date, cause, or manner of such termination, and including but not limited to rights of action accruing prior to termination and payment obligations, will survive such termination or expiration and will continue in full force and effect.
- i) Order of Precedence. To the extent any terms and conditions included in the main body of this Agreement conflict with the terms and conditions of any document incorporated by reference into the Agreement, the

provisions in Sections 1-18 of this Agreement shall control, except where such exhibit, schedule, addendum expressly states the intent to supersede any conflicting terms in the Agreement (provided, however, that the fact that a provision appears in one of those documents but not in another shall not be deemed to be a conflict for purposes of this sentence).

**18. ENTIRE AGREEMENT.** The contents of this Agreement (including Schedule A and any other schedules or attachments that are referred to and incorporated in this Agreement by reference) constitute the entire understanding and agreement between the Parties with regards to the subject matter hereof and supersede any prior agreements, written or oral, that are not specifically referenced and incorporated in this Agreement.

The Parties accept and agree to the terms and conditions set forth herein and have caused this Agreement to be executed by their respective authorized representatives:

**Neumo Enterprise Solutions, LLC**

**Town of Georgia, Vermont**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Name:

Name:

Title:

Title:

Date:

Date:

**Attachments:**

**Schedule A –Statement of Work for System Support Services**

**Schedule B –Statement of Work for Digital Processing Services**

## SCHEDULE A STATEMENT OF WORK FOR SYSTEM SUPPORT SERVICES

This Schedule A - Statement of Work for System Support Services (“Schedule A”) is incorporated into the IT Software and Services Agreement with the Effective Date of May 26, 2026 (the “Agreement”) between **Neumo Enterprise Solutions, LLC** f/k/a Avenu Government Records Services, LLC (“Neumo”), and Town of Georgia, a government entity in the State of Vermont (“Client”). Unless defined otherwise in this Schedule A, all capitalized terms shall have the meanings set forth in the Agreement.

### A. PRODUCTS AND THIRD-PARTY ITEMS

Licensed Products (the “System”)	Included Modules
20/20 Perfect Vision™ Land Records Management System (On Premise)  -	<ul style="list-style-type: none"> <li>• Cashiering</li> <li>• Indexing/Recording</li> <li>• Imaging</li> <li>• Searching/Retrieval (Employee &amp; Public in Office)</li> <li>• Reporting</li>   <li>• Neumo Hosted Public Search Website – Subject to Online Revenue Sharing Fees as set forth in Section 4(b) of the Agreement</li> </ul>

#### Third Party Items:

Component	Quantity	Description
Dell PowerEdge T340	1	Server
Dell OptiPlex 7480 All In One with 23.8” Flat Panel	1	Public Station
Dell OptiPlex 7480 All In One with 23.8” Flat Panel	1	Cash Station
Dell OptiPlex 7480 All In One with 23.8” Flat Panel	1	Scan Station
Dell All In One Height Adjustable stand with DVD+/RW	1	Stand with DVD
Linksys SE3016 Switch 16Port	1	Switch
Fujitsu Fi-7260	1	Scanner
HP 610 DN Duplex	1	Laser Printer
HP 610 DN Sheet Feed Trat – 500 pages	1	Paper Feeder
CISCO 5506-X Fwall	1	Firewall
APC 600 UPS	2	UPS for Workstations
APC 1500 LCD	1	UPS for server
APC SureArrest Perform	1	Surge Protector
Axiom 760 Serial – (Refurbished)	1	Receipt Printer/Validator
Cable Axiom Serial	1	Cable

Verbatim 2 TB External Hard Drive	1	USB EXT Drive
SEAGATE 1TB Backup+Slim External Hard Drive	6	USB EXT Drive
Microsoft Windows Server Standard 2019		
Microsoft SQL Server 2017 Standard		
PDF Factory Pro Server (existing)		
McAFEE Endpoint Protect		

## B. SCOPE OF SERVICES

Subject to the terms and conditions set forth in the Agreement and Client’s payment of all required Fees, Neumo agrees to provide support services (“Support”) for the System as follows:

Neumo will provide Support to address general user tickets pertaining to System features and functionality and Defects. Support tickets must be submitted to Neumo through the online customer service portal and will be addressed by Neumo during business hours. With regard to Support Services, “Defect” means an error or malfunction with the System causing the System to not function in accordance with Neumo provided specifications and training. Support includes those upgrades, enhancements, improvements to the System that Neumo makes generally available to its customers from time to time (“Updates”). Updates may include bug fixes, patches, and/or new functionality and features. Updates do not include product extensions to different hardware platforms, different operating system platforms, or different database platforms.

## C. OUT OF SCOPE SERVICES

The following services are **excluded** from the scope of Support under this Schedule A (“Out of Scope Services”):

- Hardware refreshes/software updates for Third Party Items
- Implementation, configuration, integration, or other custom software development services.
- Support for System issues that are not Reproducible or that otherwise fail to meet the criteria of a Defect. “Reproducible” means that the issue that causes the Defect can be re-created or reproduced by Neumo with an unaltered version of the System, indicating that the issue is caused by a bug or other issue inherent to the System, rather than caused by the specific Client environment or use.
- Support for System modifications made by anyone other than Neumo or a person acting at Neumo’s direction
- Support for interfaces or third-party products
- Support of the technological environment in which the System is installed
- Support for System issues arising out of Client operating system changes
- Support for hardware or Client owned equipment.
- On-Site Support
- Data Extraction Services

## D. ASSUMPTIONS

1. The Services set forth in this Schedule A will be performed remotely.
2. Neumo does not guarantee a specific resolution of any or all reported Defects and proposed resolutions may consist of a fix, temporary workaround, or other responses Neumo deems reasonable. Neumo resources will be assigned to the most critical Support tickets first.
3. Neumo is not required to provide any Support occasioned by neglect or misuse of the Systems or equipment, or unauthorized alterations or modifications of the Systems.
4. Subject to the changes provision and upon Client's written request, Neumo may (but has no obligation to) agree to provide Out of Scope Services on a time and materials basis, subject to Client agreeing to pay Neumo's then current fees and charges, including, as applicable, travel and other expenses.
5. Availability of and access to Updates shall not be construed to entitle Client to new options or features that are sold separately and that are not direct additions to the System to which Customer has a term license pursuant to the Agreement.
6. Client agrees to be responsible for purchasing, installing, and managing all necessary anti-virus protection software and anti-virus software updates on any Client-owned servers and workstations.
7. Client is responsible for providing high speed connection to the internet (DSL, cable, or other service) of sufficient bandwidth. Client shall engage their IT staff to troubleshoot connectivity issues that arise.

**(END OF SCHEDULE A)**

**SCHEDULE B**  
**STATEMENT OF WORK FOR DIGITAL PROCESSING SERVICES**

This Schedule B - Statement of Work for Digital Processing Services (“Schedule B”) is incorporated into the IT Software and Services Agreement with the Effective Date of May 26, 2026 (the “Agreement”) between **Neumo Enterprise Solutions, LLC** f/k/a Avenu Government Records Services, LLC (“Neumo”), and Town of Georgia, a government entity in the State of Vermont (“Client”). Unless defined otherwise in this Schedule B, all capitalized terms shall have the meanings set forth in the Agreement.

**A. SCOPE OF SERVICES**

During the Term of the Agreement and subject to payment of the fees set forth in Section B below, Neumo will perform the following **selected** Digital Processing Services. Client may modify its selection for Digital Processing Services via sales order or an amendment to the Agreement.

- |   |   |
|---|---|
| X | <p><b>1. Image to Film and Duplication – 16mm Film Creation</b></p> <ul style="list-style-type: none"> <li>Upon request from Client, on a quarterly or monthly basis, Neumo will procure from Client the most recently recorded images via electronic file transfers or Client-sent USB drive and create microfilm for images where the original image file is 11” x 17” or less in size and is a bitonal TIF. Image to Film services will be provided for documents recorded into a Neumo system during the Term of this Agreement.</li> </ul> |
|---|---|

**B. FEES**

Year 1 Fees for the Services set forth in this Schedule B will be based on the following pricing/invoicing schedule. Fees will increase by 5% on an annual basis, escalated on the anniversary of the Effective Date of this Agreement.

PRICING / INVOICING MATRIX				
	Service	Year 1 Fee	Code	Invoicing
A.	Image to Film – maximum 4,000 frames per roll <b>(16mm)</b>	\$ .15 per frame	GR000297	Upon delivery
	Image to Film – maximum 1,400 frames per roll <b>(35mm)</b>	\$.50 per frame	GR000048	Upon delivery
	<ul style="list-style-type: none"> <li>Diazo Duplication of 16mm Roll Film</li> </ul>	\$85.00 per duplicate roll	GR000304	Upon delivery
	<ul style="list-style-type: none"> <li>Silver Duplication of 16mm Roll Film</li> </ul>	\$105.00 per duplicate roll	GR000058	Upon delivery
B.	Print Archival Documents	\$1.75 per frame scanned or printed (25% linen punched to spec)	GR000026	Upon delivery
C.	Index Reports			
	<ul style="list-style-type: none"> <li>Index Report</li> </ul>	\$ .10 per PDF	GR000040	Upon delivery of Report

	Electronic PDFs	page		via email
	<ul style="list-style-type: none"> <li>Index Report Print to Paper</li> </ul>	\$ .35 per page printed	GR000303	Upon shipment of Report
D.	Index Verification per document	\$ .75 per document	GR000028	Monthly in arrears based on actual volume. If paying monthly flat fee, invoiced monthly in advance.
E.	Full-Service Indexing	Pricing upon request	GR000024	Monthly in arrears based on actual volume. If paying monthly flat fee, invoiced monthly in advance.
F.	Map Services– includes microfilming, conversion, indexing, linking/loading to System	\$15.00 per map	GR000002	Upon delivery
G.	Film Storage			
	<ul style="list-style-type: none"> <li>Film Storage in Neumo’s Vault</li> </ul>	\$5.00 per roll annually	GR000005	Annually, in advance
	<ul style="list-style-type: none"> <li>Film Storage – Additional Rolls <i>(Added during Term of Agreement)</i></li> </ul>	\$5.00 per roll annually	GR000005	Annually, in advance.
	<ul style="list-style-type: none"> <li>Film Retrieval First Roll per Request</li> </ul>	\$100.00 per first roll	GR000003	Upon shipment of film
	<ul style="list-style-type: none"> <li>Film Retrieval Subsequent Rolls per Request</li> </ul>	\$15.00 per roll	GR000004	Upon shipment of film
	<ul style="list-style-type: none"> <li>Microfilm Document Reprints / Record retrieval, first image</li> </ul>	\$3.00 per image	GR000006	Upon delivery
	<ul style="list-style-type: none"> <li>Microfilm Document Reprints from retrieval, additional images</li> </ul>	\$1.75 per document	GR000026	Upon delivery
<i>All shipping charges at Client’s Expense</i>				

### C. ASSUMPTIONS

- Client will provide or purchase any and all supplies: book binders (with or without embossing), posts, flysheets, compact book binders (with or without embossing), linen paper, laser printer paper, receipt paper, electricity, magnetic media for backups and image extractions, pick rollers and pad assemblies for scanners, cabling requirements, Internet access, and any other miscellaneous supplies needed. Supplies can be purchased via the following Neumo link: <https://neumo.com/records-supply-order-form/>
- Client will provide document reception and preparation and will input all instruments for fee collection, indexing, and imaging purposes.

3. Client will create any record books.
4. Client is responsible for all shipping charges, which will be billed to the Client as incurred.
5. Client will have ten (10) business days after notification by Neumo that a portion of the Services are complete and ready for acceptance to inspect and accept or decline that portion of the Services. If Client declines to accept all or any part of the Services, Client will provide Neumo a written description of the deficiencies and a reasonable opportunity to cure those deficiencies. Client will indicate acceptance of the Services in writing, via email, to Neumo. However, if Client fails to accept or decline the Services and deliver a written list of deficiencies to Neumo within ten (10) business days after receipt of notice of delivery, the Services will be deemed to have been accepted by Client.

**(END OF SCHEDULE B)**

## Local Emergency Management Plan

### 1. Emergency management planners

*These are the people who wrote and maintain this plan. This must include the EMD.*

Douglas Bergstrom, Town Admin / EMD  
 Todd Cadieux, Public Works Director  
 Keith Baker, Fire Chief

### 2. Municipal emergency operations center (EOC)

*The EOC is an organization that coordinates information, support, and response across the municipality for incident commanders and town officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.*

Which municipal position(s) can activate the EOC?

Selectboard Members  
 Town Administrator/EMD  
 Fire Chief

#### **Preferred EOC positions and duties**

<i>Position title</i>	<i>Duties associated with that position</i>
EOC Director	Supervises and directs all EOG activities coordinating municipal support and response Staff's phones and radio Tracks and answers any Requests for Information (RFI) Tracks and coordinates any Requests for Support (RFS) Produces and posts public information and press releases
Operations	Responsible for establishing and coordinating strategy and tactics (actions) for incident as set by Command.
Planning	Responsible for managing the Resources, Situation, Documentation, and Demobilization Units as well as any Technical Specialists.
Logistics	Responsible for providing facilities, services and material in support of the incident.
Finance	Accounts for all municipal related expenditures of incident.
Public Information	Responsible for interfacing with the public, the media, and with other jurisdictions/organizations with incident-related information needs.

#### **Potential EOC staff members**

<i>Name</i>	<i>Qualified position(s) and notes</i>
Douglas Bergstrom	EOC Director, Planning, Finance
Kellie Bosenberg	Public Information, Logistics
Keith Baker	Operations
Todd Cadieux	Operations, Logistics
Lori Hobart	Finance
Kollene Caspers	Planning, Logistics

#### **Primary EOC location**

Facility address:	Fire & Rescue Station 4134 Ethan Allen Highway
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Phone numbers:	(802)782-8045
Equipment and notes:	<input checked="" type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input checked="" type="checkbox"/> computers <input checked="" type="checkbox"/> copy machine <input checked="" type="checkbox"/> projector or large screen <input checked="" type="checkbox"/> food prep Includes an air-conditioned meeting room with full kitchen, and showers
<b><i>Alternate EOC location (if applicable)</i></b>	
Facility address:	Town Office 47 Town Common Road North
Phone numbers:	(802)782-8045
Equipment notes:	<input type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input checked="" type="checkbox"/> computers <input checked="" type="checkbox"/> copy machine <input checked="" type="checkbox"/> projector or large screen <input checked="" type="checkbox"/> food prep Includes an air-conditioned meeting room with a 49-person capacity.
<b><i>Alternate EOC location (if applicable)</i></b>	
Facility address:	Highway Department 83 Plains Rd
Phone numbers:	(802)524-3323
Equipment notes:	<input checked="" type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input checked="" type="checkbox"/> computers <input checked="" type="checkbox"/> copy machine <input checked="" type="checkbox"/> projector or large screen <input checked="" type="checkbox"/> food prep Includes an air-conditioned room that is 1,100 SF and houses three offices, two ADA compliant restrooms, and a breakroom with a kitchenette used for meals and staff meetings.
<b><i>Alternate EOC location (if applicable)</i></b>	
Facility address:	Library 1697 Ethan Allen Highway
Phone numbers:	(802)524-4643
Equipment notes:	<input type="checkbox"/> generator <input checked="" type="checkbox"/> internet <input checked="" type="checkbox"/> phone line <input checked="" type="checkbox"/> computers

	<ul style="list-style-type: none"><li><input checked="" type="checkbox"/> copy machine</li><li><input checked="" type="checkbox"/> projector or large screen</li><li><input checked="" type="checkbox"/> food prep</li></ul> <p>Includes an air-conditioned room, meeting room, large open space, food shelf,</p>

### 3. Resources

<b>Use municipal resources, mutual aid agreements, and local purchases first to get resources for response as needed and available.</b>		
Who is authorized to make emergency purchases and what are their spending limits. Please note the town is responsible for ensuring individuals listed in this plan are aware of and following these limits.		
Selectboard Chair, Fire Chief, Town Administrator. The town has no emergency spending limits policy in place.		
<i>Please use the following sections to note resources you may need during a disaster, and how you would access them. Resources to consider include, but are not limited to, fuel for town vehicles, food, office supplies, plow trucks, dump trucks, generators, excavators, wood chippers, all-terrain vehicles, and signage.</i>		
<b>Town or city owned resources (if applicable)</b>		
Type of resource	Name	Contact information
Fire Engine (pumper)		
Firefighting Crew Transport		
Firefighting Aerial Apparatus		
(2) Water Tender (Tanker)		
(2) Air Compressor		
(6) Generator		
Hydraulic Excavator, Medium Mass Excavation		
Equipment Tag-trailer		
Small Equipment Trailer		
(5) On-Road Dump Truck		
(5) Plow Truck		
Water Distribution Water Pump		
Wheel Loader, Backhoe		
(3) Wheel Loader Medium		
Woodchipper		
<b>Businesses with standing municipal contracts (if applicable)</b>		
Type of resource	Name	Contact information
Contact Town Administrator, Town Clerk, Treasurer for utility contracts (GMP, Comcast, etc.)		
<b>Other local resources (if applicable)</b>		
Type of resource	Name	Contact information
Construction	Alan Mossey Excavating	373-3517
Construction	Harrison Concrete	849-6688
Construction	Jeff Adams Construction	370-0077

Construction	Travis Belisle - Rocky Ridge Construction	309-1077
Construction	Justin Brouillette: Dons Excavating	310-1922
Tree Service	Trace Jenkins Tree Service	777-7367
Construction	Jimmy Paquette Excavating Georgia	324-7663
	Gary Wright: Wright Family Farm	355-4892
Construction	Roger Wright Excavating Georgia	373-7262
Drone	VTRANS/UVM	800-347 -0488 (SEOC)

State support that is usually at no cost to the municipality:

- Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)
- Vermont Urban Search and Rescue (USAR, VT-TF1)
- Vermont State Police Special Teams
- Swiftwater rescue teams (both local and VT-TF1)
- Regional shelter support
- Subject matter expertise from state government agency or federal response agency

State support and resources the municipality will normally eventually have to pay for:

- Supplies and equipment
- VTrans equipment and personnel
- Vermont National Guard support

*The state emergency operations center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.*

<b>National Incident Management System (NIMS) typed resources* (if applicable)</b>											
Type	I	II	III	IV	Other	Type	I	II	III	IV	Other
Critical Incident Stress Management Team		N/A	N/A	N/A		Water Pumps, Drinking Water Supply - untreated source					
Mobile Communications Center						<b>Water Pump, Water Distribution</b>					<b>1</b>
Mobile Communications Unit (Law/Fire)			N/A	N/A		Water Pump, Wastewater					
Water Pumps, De-Watering						Water Valve Maintenance Truck				N/A	

\*Information about the NIMS typed resources can be found at: <https://rtlt.preptoolkit.fema.gov>

\*Additional resource information is available on the FEMA Reimbursable Equipment List: <https://www.fema.gov/assistance/public/schedule-equipment-rates>

**4. Public Information and Warning**

<p><i>During a significant emergency, the emergency operations center (EOC) and incident command posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.</i></p> <p><i>Vermont Emergency Management (1-800-347-0488) can send VT-Alert messages on behalf of your community if you are unable to send them on your own.</i></p> <p><i>Many communities have individuals who need translation services, are deaf or hard of hearing, or blind or visually impaired. Municipalities may use, at their own expense, statewide translation contracts on the <a href="#">Buildings and General Services website</a> to meet these needs. Please consider what those needs may be, and how those needs can be met.</i></p>	
<p>Local VT-Alert managers and managers of other notification systems (if applicable):</p>	
<p>Important local websites or social media channels (if applicable):</p>	<p>Town Home Page: <a href="https://www.townofgeorgia.com/">https://www.townofgeorgia.com/</a>            Library: <a href="http://www.georgiapubliclibraryvt.org/">www.georgiapubliclibraryvt.org/</a>            School: <a href="http://www.gemsvt.org">www.gemsvt.org</a></p>
<p>Local newspaper, radio, TV (if applicable):</p>	<p>St. Albans Messenger - Tel. (802) 524-9711            WEZF 92.9 FM - Tel. (866) 865-7827            95 Triple X 95.5 FM - Tel. (802) 655-9595            WOKO 98.9 FM - Tel. (802) 958-1230            VPR 107.9 FM - Tel. (802) 955-9451            WRSA 1420 AM - 863-1010</p>
<p>Public notice locations:            These are physical locations that you are required to post meeting notices per <a href="#">17 V.S.A. § 2641</a>. Two must be in town and the third must be in or near the town clerk's office.</p>	<p>Town Hall            Town Library            Elementary School            Georgia Market            Maplefields</p>
<p><i>Vermont 2-1-1 is a United Ways of Vermont system that provides 24x7x365 information and referral services in cooperation with many state and local government and community-based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary. Dial 211 or (802) 652-4636.</i></p>	

**5. Organizations and communities requiring additional coordination**

*This is the list of organizations that need extra communication and coordination from the local emergency operations center before, during, and after an emergency. This list should include all organizations the town needs to have enhanced communication with, including schools, daycares, nursing homes, organizations serving speakers of languages other than English, organizations serving New Americans, organizations serving unhoused individuals, mobile home parks, dams, facilities in hazardous areas, and communities that may need additional coordination. Individuals that need extra communication and coordination can be accessed through [Citizen Assistance Registration for Emergencies \(CARE\)](#). If necessary, the EOC may contact organizations and facilities, listed below, that serve populations that may be at risk based on the emergency. If there are residents at risk or in danger, the EOC should monitor their status and if required coordinate support for them until their situation stabilizes. Please ensure these contacts have updated EMD contact information.*

Population/Facility Type	Name	Location	Contact
Daycare	Bigelow, Ashley	697 Bullock Rd	(802)752-8077
Daycare	Georgia Elementary Preschool Program	4416 Ethan Allen Hwy	802-524-6358
Daycare	Mathsen, Jeremy	114 Ledge wood Ln	(845)807-4110
Daycare	Georgia's Next Generation Infant Center	150 Old Stage Rd	(802)734-8584
Daycare	Georgia's Next Generation, LLC (Fairfax)	4502 Highbridge Rd	(802)782-3811
Daycare	Elementals LLC	1551 Mill River Rd	(802)782-1036
Daycare	Giguere, Kimberly	196 Bradley Hill Rd	(802)524-5314
Daycare	Mossey, Tina	2113 Plains Rd	(802)528-2974
Daycare	Pigeon, Amanda	1514 Cline Road	(802)524-3664
Afterschool Childcare Program	Y School Age Program at Georgia Elementary	4416 Ethan Allen Hwy	(802)652-8153
School	Georgia Elementary School PK-4	4416 Ethan Allen Hwy	(802)524-6358
Senior Housing	Hidden Pines Senior Housing (8 apartments) Champlain Housing Trust	4180 Highbridge Rd	(802)524-1423
Library	Georgia Public Library	1697 Ethan Allen Hwy	(802)524-4643
Government Site	Georgia Historical Society	4127 Ethan Allen Hwy	Contact: Cindy Ploof, President 813-634-2828

Healthcare	Northwestern Georgia Health Center (NWMC)	4178 Highbridge Rd	(802)752-1930
Healthcare	Northwestern Walk-In Clinic	927 Ethan Allen Hwy	(802)524-8911
Religious	Ascension Parish	3157 Ethan Allen Hwy	(802)524-5824
Religious	Georgia Plains Baptist Church Pastor Tyler Smith	1493 Ethan Allen Hwy	(802)524-5348 (802)989-8136
Religious	Redeeming Grace Church	164 Ballard Road	(802)891-4213
Religious	Georgia Methodist Church	18 Carpenter Hill Rd	(802)528-5252
Tele-communications	AT&T RCC-Georgia	Rt. 7 North	800-566-9347
Utility	Green Mountain Power Georgia Substation	60 Industrial Park Rd	Contact: Tim Upton, Enviro mgr. 747-5436 John Greenan, Emergency Contact 747-5707 (w), 747-2353 (24 hr)
Rail Transportation	New England Central Railroad	Crossings at Oakland Station Road, Conger Road, Goodrich Hill Road, Skunk Hill Road, Georgia Mountain Road Bridge: Georgia High Bridge/104A/Lamoille River	Contact: Bruce Nowland: 524-3416
Hazmat Storage Site Industry	Perrigo Nutritional	147 Industrial Park Road	Contact: Todd Shuttleworth, Director of Operations 802-528-8650 Jared Davignon, EHS Manager, 528-8645 PBM Security: 527-0521
Utility	Vermont Electric Power Company	876 Sand Hill Rd	Direct Line: 1-802-773-9161 or Central Dispatch 524-2131 or 24 hr. phone (800) 832-2677

**6. Shelters**

*During some emergencies, the EOC will monitor or coordinate support for individuals who are displaced. When multiple locations are available, shelters should be selected based on how individuals can access that location during a variety of disasters, how food and other resources can be provided at that location, and which services (food, generator, etc.) are available on site or within close proximity.*

**Spontaneous sheltering**

Determine the approximate number of people who need sheltering.  
 Call the state EOC or VEM watch officer at 800-347-0488 and request support. This support may be in the form of a regional shelter.  
 Track the status of residents who need shelter until their situation stabilizes.

**Primary local shelter**

This must be a location that your city or town has the authority to open

Location and address:	Georgia Elementary School 4416 Ethan Allen Hwy	
Facility contact(s):	Melissa Fisher, (802)524-6358, (802)999-2769	
Shelter manager:		
Staff requirements:		
Services (select all the apply):	<input checked="" type="checkbox"/> Warming center <input checked="" type="checkbox"/> Cooling center <input checked="" type="checkbox"/> Overnight shelter <input checked="" type="checkbox"/> Food preparation	<input type="checkbox"/> Showers <input type="checkbox"/> Generator <input type="checkbox"/> Pets allowed
Daytime capacity:	250	
Overnight capacity (if applicable):		
Notes:		

**Alternate local shelter (if applicable)**

Location and address:	Georgia Methodist Church 18 Carpenter Hill Road	
Facility contact(s):	James Coo, 528-5252, 910-670-4858	
Shelter manager:		
Staff requirements:		
Services (select all that apply):	<input checked="" type="checkbox"/> Warming center <input checked="" type="checkbox"/> Cooling center <input checked="" type="checkbox"/> Overnight shelter <input type="checkbox"/> Food preparation	<input type="checkbox"/> Showers <input type="checkbox"/> Generator <input type="checkbox"/> Pets allowed
Daytime capacity:	50	
Overnight capacity (if applicable):		
Notes:		

<b>Alternate local shelter (if applicable)</b>	
Location and address:	Georgia Plain Baptist Church 1493 Stone Bridge Road
Facility contact(s):	Pastor Tyler Smith, 524-5348, 989-8136 (C),
Shelter manager:	
Staff requirements:	
Services (select all that apply):	<input checked="" type="checkbox"/> Warming center <input type="checkbox"/> Showers <input checked="" type="checkbox"/> Cooling center <input type="checkbox"/> Generator <input type="checkbox"/> Overnight shelter <input type="checkbox"/> Pets allowed <input type="checkbox"/> Food preparation
Daytime capacity:	10
Overnight capacity (if applicable):	
Notes:	
<b>Alternate local shelter (if applicable)</b>	
Location and address:	Ascension Church 3157 Ethan Allen Highway
Facility contact(s):	Father Curtis Miller, 802-893-2487
Shelter manager:	
Staff requirements:	
Services (select all that apply):	<input checked="" type="checkbox"/> Warming center <input type="checkbox"/> Showers <input checked="" type="checkbox"/> Cooling center <input type="checkbox"/> Generator <input type="checkbox"/> Overnight shelter <input type="checkbox"/> Pets allowed <input checked="" type="checkbox"/> Food preparation
Daytime capacity:	200
Overnight capacity (if applicable):	
Notes:	
<b>Alternate local shelter (if applicable)</b>	
Location and address:	
Facility contact(s):	
Shelter manager:	
Staff requirements:	
Services (select all that apply):	<input type="checkbox"/> Warming center <input type="checkbox"/> Showers <input type="checkbox"/> Cooling center <input type="checkbox"/> Generator <input type="checkbox"/> Overnight shelter <input type="checkbox"/> Pets allowed <input type="checkbox"/> Food preparation
Daytime capacity:	
Overnight capacity (if applicable):	
Notes:	

**Annexes (Optional, create and letter as needed)**

Annex 1 - Contact Information
Annex 2 - Mutual Aid
Annex 3 - Maps
Annex 4 - NIMS Resolution

See the Vermont Emergency Management (VEM) web site at <https://vem.vermont.gov> for samples and examples of annexes such as: forms, delegations of authority, incident-specific plans, checklists, matrices, animal disaster references, etc.

**Annex 1**  
**Contact Information**

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
<b>Local emergency management team</b>					
EMD	Kellie Bosenberg	(203) 623-8256			kbosenberg@townofgeorgia.com
Fire Chief	Keith Baker	(802) 752-5813			georgiavtfirechief@ gmail.com
Town Administrator, EMC	Douglas Bergstrom	(802) 524-3524	(802)309-1020		administrator@townofgeorgia.com
<b>Local response organization contacts</b>					
Fire Chief	Keith Baker	(802) 752-5813	(802) 524-9635		georgiavtfirechief@gmail.com
Fairfax Resue	Michael Wheeler	(802) 249-2773	(802) 999-3525		president@fairfaxrescue.org
State Police	Michael Filipek	(802)524-5993	911		Michael.Filipek@vermont.gov
Franklin County Sheriff	John Grismore	(802)524-2121	911		John.Grismore@vermont.gov
Local Dispatch Center	Central Dispatch	(802)524-2166	911		Maurice.Lamothe@ stalbanspd.com
EMS Chief	Chelsea Dubie	(802)782-8045			emschief@townofgeorgia.com
<b>Local public works contacts</b>					
Public Works Director	Todd Cadieux	(802)524-3323	(802)307-2259		roadforeman@townofgeorgia.com
<b>Municipal government contacts</b>					
Selectboard Chair	Kellie Bosenberg	(203) 623-8256			kbosenberg@townofgeorgia.com
Selectboard	Brian Dunsmore	(802)752-6660			bdunsmore@townofgeorgia.com
Selectboard	Carl Rosenquist	(802)527-7332			crosenquist @townofgeorgia.com
Selectboard	Judith Nasca	(802)528-9927			jnasca@townofgeorgia.com
Selectboard	Tammy Hardy	(802)370-5486			thardy@townofgeorgia.com
Town Administrator	Douglas Bergstrom	(802)524-3524	(802)309-120		administrator@townofgeorgia.com

**Annex 1  
Contact Information**

Position	Name	Phone numbers — indicate mobile, home, work			Email
		Primary	Alternate	Alternate	
Town Health Officer	Kollene Caspers	(802)524-3524			zoningclerk@townofgeorgia.com
Wastewater and Septic/Floodplain Administrator/E911		(802)524-3524			zoning@townofgeorgia.com
Animal Control	Sara Currier	(802)370-4871			scurrier@townofgeorgia.com
Assistant Animal Control	Jim Benson	(802)238-3246			jbenson@townofgeorgia.com
Forest Fire Warden	Andrew Dunsmore	(802)370-0641			firewarden@townofgeorgia.com
Georgia Elementary School Principal	Melissa Fisher	(802)524-6358			mfisher@fwsu.ord
Franklin West SU Superintendent	John Tague	(802)370-3113			<a href="mailto:JTague@fwsu.org">JTague@fwsu.org</a>
Town Clerk	Cheryl Letourneau	(802)524-3524	(802)373-9512		Townclerk@townofgeorgia.com
<b>Other contacts (including neighboring EMDs)</b>					

**Annex 3  
Maps**

Call log		Agency	Phone	Contact
<b>1. TRANSPORTATION</b>				
<input type="checkbox"/>	Time	Grand Avenue Enterprises	802-868-2761	Swanton
<input type="checkbox"/>	Time			
<input type="checkbox"/>	Time	C&M Transport Busing	802-285-2145	cplooff@franklinvt.org
<input type="checkbox"/>	Time	Mathieu Enterprises Inc	802-878-4580	Richard Mathieu -Fairfax
<input type="checkbox"/>	Time	VTRANS District 8	802-527-5503	Ernie Patnoe, DTA
<b>2. COMMUNICATIONS &amp; ALERTING</b>				
<input type="checkbox"/>	Time	Vermont Emergency Alert System (VT-ALERT)	800-347-0488	Watch Officer
<input type="checkbox"/>	Time	Burlington Communication	802-862-7092	
<input type="checkbox"/>	Time	Central Dispatch	802-524-2166	Central Dispatch
<input type="checkbox"/>	Time	Franklin County Mutual Aid	802-524-2166	Central Dispatch
<input type="checkbox"/>	Time	Franklin Co. Sheriff	802-524-2121	Sheriff Dispatch
<input type="checkbox"/>	Time	Grand Isle Co. Sheriff	802-372-4482	Sheriff Dispatch
<input type="checkbox"/>	Time	Lamoille Co. Sheriff	802-888-3502	Sheriff Dispatch
<b>3. PUBLIC WORKS &amp; ENGINEERING</b>				
<input type="checkbox"/>	Time	Vermont Emergency Management	800-347-0488	Watch Officer
<input type="checkbox"/>	Time	Franklin County Mutual Aid	802-524-2131 802-524-2121	Central Dispatch Franklin County Sheriff
<input type="checkbox"/>	Time	Bakersfield Town Garage	802-827-6133 (w) 802-827-6606 (h)	William "Mac" Newett, Road Foreman
<input type="checkbox"/>	Time	Berkshire Town Garage	802-324-6495	Danny Kennison, Road Foreman
<input type="checkbox"/>	Time	Enosburgh Town Garage	802-370-0429 (c) 802-933-7761 (w) 802-933-4018 (h)	Joey Clark, Road Foreman
<input type="checkbox"/>	Time	Enosburg Falls Village Public Works	802-933-6669 (w)	?? Director
<input type="checkbox"/>	Time	Enosburg Falls Electric Light & Water Department	802-933-4443	Alan Plouff, Operator
<input type="checkbox"/>	Time	Enosburg Falls	802-933-4443 802-933-6669	Brian Ovitt, Operator

**Annex 3  
Maps**

		Wastewater Treatment Facility		
<input type="checkbox"/>	Time	Fairfield Town Garage	802-393-2409 (c) 802-393-7585 (c) 802-827-3808 (h)	Maurice Jettie, Road Foreman Gavin Ryan, Road Commissioner
<input type="checkbox"/>	Time	Fairfax Town Garage (Public Works)	802-849-6111 x17 802-849-6827 (w)	Brent Sheets, PW Director
<input type="checkbox"/>	Time	Fletcher Town Garage	802-849-6178 (w)	Glen Packard, Road Foreman
<input type="checkbox"/>	Time	Franklin Town Garage	802-285-2180 (w) 802-285-6854 (h) 802-324-2580 (c)	Jeremy Barnum, Road Foreman
<input type="checkbox"/>	Time	Georgia Town Garage	802-524-3323 (w) 802-355-0185 (c)	Todd Cadieux, Road Foreman
<input type="checkbox"/>	Time	Highgate Town Garage	802-868-4697 x207 (w)	Nick Scott, Public Works Director
<input type="checkbox"/>	Time	Montgomery Town Garage (Public Works)	802-326-4418	Scott Ovitt, Road Foreman
<input type="checkbox"/>	Time	Richford Town Garage	802-848-3379 (w)	Jason Wetherby, Road Foreman
<input type="checkbox"/>	Time	Richford Water & Sewer Plants	802-848-7040 (water plant) 802-848-3112 (sewer plant) 802-793-7339 (c)	Jeremy Wiegand, Chief Operator
<input type="checkbox"/>	Time	Sheldon Town Garage	802-393-0052 (c) 802-933-4040(w)	Seth Kittell, Road Supervisor
<input type="checkbox"/>	Time	St. Albans City Public Works	802-524-1504 (w) Call central dispatch	Martin Manahan, Public Works Dir.
<input type="checkbox"/>	Time	St. Albans Town Highway Dept.	802-527-0739 (w) 802-393-9096 (c) 802-524-0964 (h)	David Allerton, Public Works Dir.
<input type="checkbox"/>	Time	Swanton Village Public Works	802-868-3397 x211(w) 802-582-2630 (m) 802-868-4200 (After Hrs.) 582-2630 (c)	Dean Ryan, Public Works Foreman
<input type="checkbox"/>	Time	Swanton Town Garage	802-868-7281 802-309-8300 (c)	Kevin Lapan, Road Foreman
<input type="checkbox"/>	Time	Swanton Village Water Treatment Facility	802-868-2148 (w)	Tod Jones, Chief Operator

**Annex 3  
Maps**

			802-868-4200 (After Hrs.)	
<input type="checkbox"/>	Time	Swanton Village Wastewater Treatment Facility	802-868-3241 (w) 802-868-4200 (After Hrs.)	Jason Starr, Operator
<input type="checkbox"/>	Time	VTRANS District 8	802-527-5503	Ernie Patnoe
<input type="checkbox"/>	Time			
<b>4. FIREFIGHTING</b>				
<input type="checkbox"/>	Time	Mutual Aid	802-524-2131 or 911 802-524-2121	Central Dispatch Franklin County Sheriff's Office
<input type="checkbox"/>	Time	Bakersfield Fire	802-370-5759	Matt Hull, Chief
<input type="checkbox"/>	Time	Berkshire Fire	802-782-5861	Tony Archambault, Chief
<input type="checkbox"/>	Time	Cambridge Fire Department	802-849-6012 (h) 802-742-3168 (c) 802-644-2201 (FD)	Alan Cary, Chief
<input type="checkbox"/>	Time	Enosburg Fire	802-933-8301 (w) 802-933-4345 (FD) 802-933-2445 (h)	Mark LaRose, Chief
<input type="checkbox"/>	Time	Fairfield Fire	802-393-9999 (c) 802-827-3261 (w)	Tim Corey, Chief
<input type="checkbox"/>	Time	Fairfax Fire	802-582-8997 (c) 802-849-6075 (Station)	Micah Genzlinger, Chief
<input type="checkbox"/>	Time	Franklin Fire	802-527-3409 (w) 802-285-6520 (h) 802-582-0785 (c)	Michael Lawyer
<input type="checkbox"/>	Time	Georgia Fire	802-752-5813 (c)	Keith Baker, Chief
<input type="checkbox"/>	Time	Highgate Fire	802-582-2744 (w) 802-868-4697 x210 (w)	Gary Greenough, Chief
<input type="checkbox"/>	Time	Montgomery Fire	802-582-9676 (c)	Doug Kopacz, Chief
<input type="checkbox"/>	Time	Richford Fire	802-370-2306 (c) 802-848-7068 (h)	Andy Pond, Chief
<input type="checkbox"/>	Time	Sheldon Fire	802-272-0026 (c) 802-527-4731 (w) 802-524-2263 (h)	Rick Piaseczny, Chief
<input type="checkbox"/>	Time	St. Albans City Fire	802-524-2132 (w) 802-524-2166 (24x7)	Matt Mulheron, Chief
<input type="checkbox"/>	Time	St. Albans Town Fire	802-524-2517 (w) 802-524-2132 (w)	Matt Mulheron, Chief

**Annex 3  
Maps**

<input type="checkbox"/>	Time	Swanton Village Fire	802-868-3300 (w)	Dan Chevalier, Chief
<input type="checkbox"/>	Time	Westford Fire Department	802-524-2131 or 911 802-879-6505 (station)	Steve Woolard, Chief
<input type="checkbox"/>	Time	Bedford Fire	450-248-2798	
<input type="checkbox"/>	Time	Clarenceville / Noyan Fire Service	450-294-2961 (h) 514-886-2148 (c) 450-294-2111 (Station)	Michael Johnston
<input type="checkbox"/>	Time	Frelighsburg	450-298-5133	
<input type="checkbox"/>	Time	Sutton Fire	450-538-2290	
<input type="checkbox"/>	Time	Phillipsburgh Fire Dept	450-248-4344 450-248-4281	

**5. Local Emergency Management Directors and Coordinators**

<input type="checkbox"/>	Time	Bakersfield EMD	802-752-7202	Paul Talley
<input type="checkbox"/>	Time	Berkshire EMD	933-2509	Mark Larivee, EMD
<input type="checkbox"/>	Time	Enosburgh Town and Village EMD	782-5771 (m) 933-9427 (h)	Pierre Letourneau, EMD
<input type="checkbox"/>	Time	Fairfax EMD Fairfax EMC	238-1943 849-6075 582-8977	Bryce McNall, SB Chair Michah Genzlinger, Fire Chief
<input type="checkbox"/>	Time	Fairfield EMD	393-9411 827-3261	Tom Howrigan, SB Chair
<input type="checkbox"/>	Time	Fletcher EMD Fletcher EMC	373-3517 849-6978 363-5366	Matt Gillilan, SB Chair Eva Gillilan, EMC
<input type="checkbox"/>	Time	Franklin EMD  Franklin EMC	582-1329 (m) 285-6523 (h) 285-2101 309-1046	Dave Bennion, SB Chair  Sara Rainville, EMC
<input type="checkbox"/>	Time	Georgia EMD	(203) 623-8256	Kellie Bosenberg, SB Chair
<input type="checkbox"/>	Time	Highgate EMD	735-4007 868-4697	Vern Brosky III, SB Chair
<input type="checkbox"/>	Time	Montgomery EMD	(201)232-7305	Greg Lucas, EMD
<input type="checkbox"/>	Time	Richford EMD	370-2306 (m) 848-7068 (h)	Andy Pond, SB Chair, EMD, Fire Chief
<input type="checkbox"/>	Time	Sheldon EMD	933-8482 582-6515 (m)	Stephen Dodd, SB Chair

**Annex 3  
Maps**

			309-2197 (m) 524-2263 (h)	Richard Piaseczny, Civil Defense
<input type="checkbox"/>	Time	St. Albans City EMD	524-2166 (central)	Maurice Lamothe, EMD, Police Chief
<input type="checkbox"/>	Time	St. Albans Town EMD	527-7646 (w) 309-1815 (m)	Matt Mulherron, EMD, Public Safety Officer
<input type="checkbox"/>	Time	Swanton Town EMD	238-1086 (w) 904-3960	Reginald Beliveau, Jr
<input type="checkbox"/>	Time	Swanton Village EMD	238-1086 (w) 904-3960	Reginald Beliveau, Jr.
<b>6. EMERGENCY MANAGEMENT</b>				
<input type="checkbox"/>	Time	Vermont Emergency Management	800-347-0488	Watch Officer
<b>7. MASS CARE AND SHELTER</b>				
<input type="checkbox"/>	Time	American Red Cross	1-800-660-9130	Northern New England Chapter
<input type="checkbox"/>	Time	CVOEO Champlain Valley Office of Economic Opportunity	802-527-7392	Jess Graff, Director \ Franklin-Grand Isle
<input type="checkbox"/>	Time	NW Medical Reserve Corps	802-524-5572 (w)	Erin Creeley, VDH Augustus Toynton, VDH
<b>8. RESOURCE SUPPORT</b>				
<input type="checkbox"/>	Time	Mutual Aid	802-524-2131 or 911	Central Dispatch
<b>9. HEALTH AND MEDICAL SERVICES</b>				
<input type="checkbox"/>	Time	EMS District 1 Mutual Aid, MCI Protocol	802-524-2166	Central Dispatch
<input type="checkbox"/>	Time	Northwest Medical Center	802-524-5911 802-524-1037 800-347-0488	Front Desk ER Emergency
<input type="checkbox"/>	Time	Copley Hospital Morrisville,	802-888-8888	Front Desk
<input type="checkbox"/>	Time	Dartmouth-Hitchcock Lebanon, NH	603-650-5000	Front Desk
<input type="checkbox"/>	Time	North Country Hospital Newport	802-334-7331	Front Desk
<input type="checkbox"/>	Time	UVM Medical Center, Burlington	800-847-1110 800-847-0000	Fanny Allen – Colchester Burlington
<input type="checkbox"/>	Time	Fairfax Rescue	802-849-2773 802-370-2180 (c)	Station Kathy Jochim

**Annex 3  
Maps**

			802-999-3525	Mike Wheeler
<input type="checkbox"/>	Time	Franklin County Home Health Agency	802-527-7531	Andrea Patrick-Baudet, President/CEO
<input type="checkbox"/>	Time	Georgia First Response	802-734-1349 (c)	Chelsea Dubie
<input type="checkbox"/>	Time	Missisquoi Valley Rescue	802-868-2352 (w)	Joshua Ramsdell
<input type="checkbox"/>	Time	Montgomery EMS	802-326-4058	Ken Scheffler
<input type="checkbox"/>	Time	New England Poison Control Center	800-222-1222	
<input type="checkbox"/>	Time	Northwest Counseling and Support Services	802-524-6554	
<input type="checkbox"/>	Time	Richford Ambulance (Health Center)	802-255-5584 (w)	Donna Sylva
<b>10. SEARCH &amp; RESCUE</b>				
<input type="checkbox"/>	Time	Vermont Emergency Management	800-347-0488	Watch Officer
<input type="checkbox"/>	Time	Vermont State Police	802-524-5993 802-524-2131	LT Michael Filipek Commander Central Dispatch
<input type="checkbox"/>	Time	Colchester Technical Rescue	802-655-1412	Mike Canon, Chief
<b>11. HAZARDOUS MATERIALS</b>				
<input type="checkbox"/>	Time	Vermont HAZMAT Hotline	800-641-5005	Watch Officer
<b>12. ANIMAL AND PLANT EMERGENCY SERVICES</b>				
<input type="checkbox"/>	Time	Vermont Emergency Management	800-347-0488	Watch Officer
<input type="checkbox"/>	Time	Franklin County Humane Society	802-524-9650	
<input type="checkbox"/>	Time	University of Vermont Extension Service	802-656-2990	
<b>13. ENERGY</b>				
<input type="checkbox"/>	Time	Enosburg Falls Electric Light & Water Department	802-933-4443	Alan Plouff
<input type="checkbox"/>	Time	Swanton Village Electric Hydro Electric Dam (HIGHGATE)	802-868-3397 (w) 802-868-4200 (24hr) 802-582-2995 (m)  802-868-3394 (w) 802-582-2630 (m)	Dan Chevalier, Maintenance Supervisor  Duane Couture, Crew

**Annex 3  
Maps**

			802-868-4200 (after hours)	
<input type="checkbox"/>	Time	Swanton Village Electric	802-868-3397 (w) 370-4867 (m) 802-868-4200 (24-hour)	William "Bill" Sheets, Village Manager
<input type="checkbox"/>	Time	Green Mountain Power	802-655-8414 802-773-8833	24x7
<input type="checkbox"/>	Time	Vermont Electric Cooperative	(800) 773-9161 802-524-2166 802-524-2121	24x7 Central Dispatch FC Sherriff's Office
<input type="checkbox"/>	Time	VELCO	(800) 832-2667 802-524-2131 802-524-2121	24x7 Central Dispatch FC Sherriff's Office
<b>FUELS/HEAT</b>				
<input type="checkbox"/>	Time	Amerigas /Liberty Propane	802-527-1287 802-434-2912	St. Albans
<input type="checkbox"/>	Time	Blouin Brothers Oil G,K,O,P,D	802-933-4420	Enosburgh
<input type="checkbox"/>	Time	Blair Discount Fuels O,K,D	802-796-3282	Alburgh
<input type="checkbox"/>	Time	Bourne's Energy P, K, O, D, Bio	802-326-8763	Swanton
<input type="checkbox"/>	Time	Champlain Valley Plumbing and Heating O,K,G, Bio	802-388-4975	Middlebury
<input type="checkbox"/>	Time	Clarence Brown O,K	802-524-2400	St. Albans
<input type="checkbox"/>	Time	Jack Course Inc. P, O	802-335-1031	Cambridge
<input type="checkbox"/>	Time	Energy Co-op of Vermont (oil and kerosene)	802-860-4090	St. Albans Fletcher Fairfax Georgia

**Annex 3  
Maps**

<input type="checkbox"/>	Time	Fred's Propane and Heating P	802-888-3827	Morrisville
<input type="checkbox"/>	Time	Green's Ace Hardware G	802-933-7500	Enosburgh
<input type="checkbox"/>	Time	H.G. Berger & Son, Inc. O,K	802-868-7697	Swanton
<input type="checkbox"/>	Time	Joyal Fuels O,K,D	802-849-6066	Fairfax
<input type="checkbox"/>	Time	McAllister Fuels O,K	802-848-3989	Richford
<input type="checkbox"/>	Time	McCuin Fuels, Inc. O,K	802-868-3261	Highgate
<input type="checkbox"/>	Time	R.L. Vallee, Inc.	802-524-8710 802-351-2901	Business Off hour
<input type="checkbox"/>	Time	Rowley Fuels O,K,P,G,D	802-893-7952	Milton
<input type="checkbox"/>	Time	S.B. Collins, Inc. O,P,K,G,D,Bio	802-527-0116 802-933-5529	Business Off hour
<input type="checkbox"/>	Time	Suburban Propane O,P,K,G	802-527-7755	St. Albans

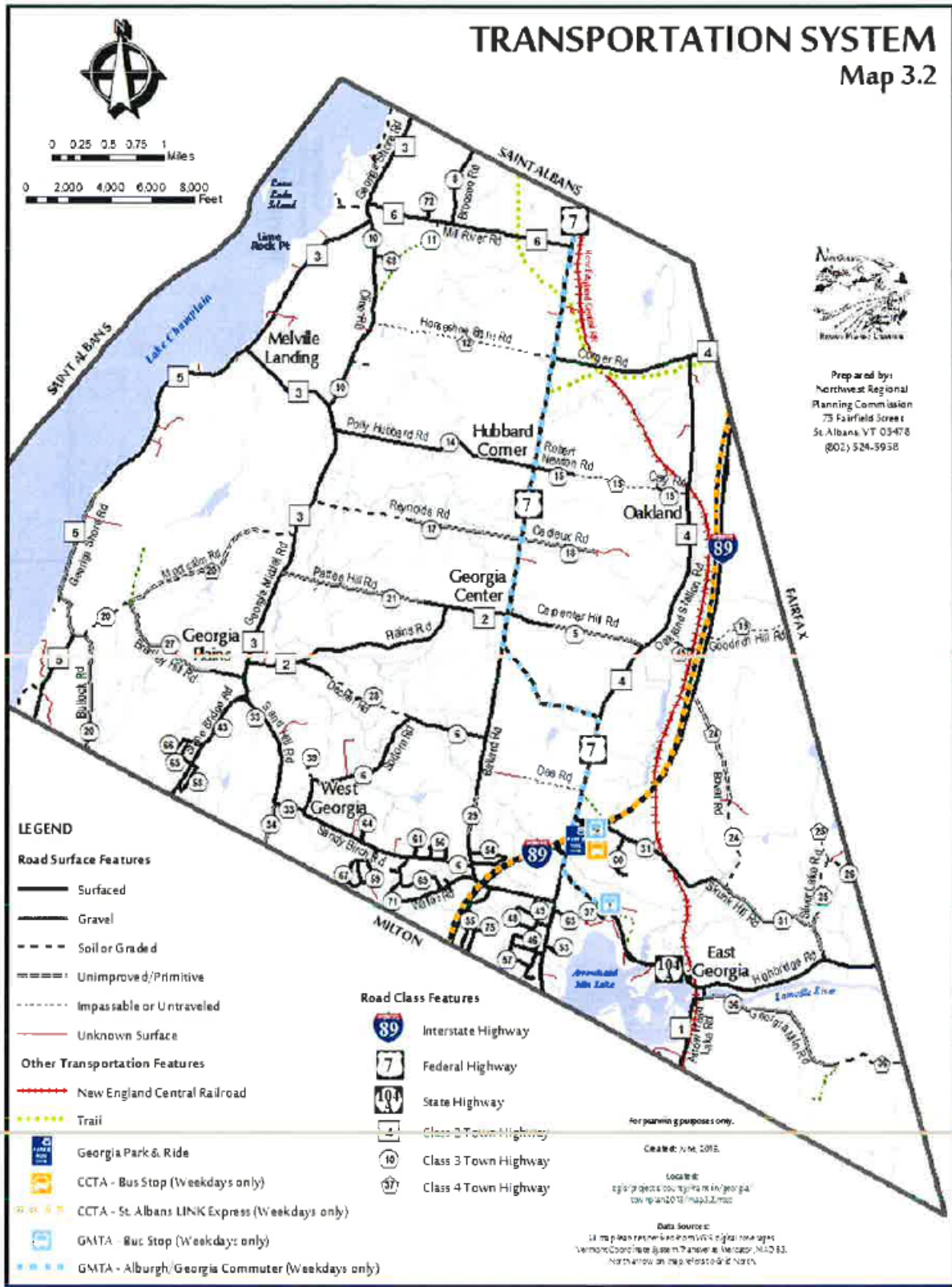
**14. LAW ENFORCEMENT & SECURITY**

<input type="checkbox"/>	Time	Vermont State Police	802-524-5993 911	Lieutenant Michael Kamerling St. Albans Barracks
<input type="checkbox"/>	Time	Homeland Security Customs and Border Protection	1-800-689-3362	
<input type="checkbox"/>	Time	Franklin County Sheriff's Office	802-524-2121 or 911	Sheriff John Grismore
<input type="checkbox"/>	Time	St. Albans City PD	802-524-2121 or 911	Chief Maurice Lamothe

**Annex 3  
Maps**

<input type="checkbox"/>	Time	Swanton Police Department	802-868-4100 (w) or 911	Chief Michael Sullivan
<b>15. EMERGENCY PUBLIC INFORMATION</b>				
<input type="checkbox"/>	Time	Vermont Emergency Management (Emergency Alert System)	800-347-0488	Watch Officer
<input type="checkbox"/>	Time	St. Albans Messenger	802-527-9771	
<input type="checkbox"/>	Time	County Courier	802-933-4375	
<input type="checkbox"/>	Time	WPTZ	802-655-5455	
<input type="checkbox"/>	Time	WCAX	802-658-6300	







Annex 4  
NIMS Resolution

746

NIMS Adoption Document for  
Town of Georgia

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS  
THE BASIS FOR ALL INCIDENT MANAGEMENT IN THE TOWN OF GEORGIA

WHEREAS, the President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity;

WHEREAS, the collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS;

WHEREAS, it is necessary and desirable that all Federal, State, local and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management;

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters;

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Town of Georgia's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes.

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the State, including current emergency management training programs; and

WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System;

NOW, THEREFORE, I, The Selectboard of The Town of Georgia, by the virtue of the authority vested in me by the Constitution and Laws of the Town of Georgia Selectboard, do hereby establish the National Incident Management System (NIMS) as the Town of Georgia's standard for incident management.

GIVEN under my hand and the Privy Seal of The Town of Georgia this 13 day of June in the year Two Thousand and ~~Nine~~ Eleven,

BY Town of Georgia Selectboard  
/s/ Kirk White, Deborah Woodward,  
Rebecca, Paul Jansen

Georgia Town Clerks Office  
Rec'd/Recorded June 14 2011 AD  
# 1 of book 30 pages P 11  
Recorded by 217 Page 746  
Attest Admi Kim Town Clerk

Local Emergency Management Plan Municipal Adoption Form

Section 8. Item #G.

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Vermont Emergency Management (VEM) Regional Coordinator by June 1st.

If VEM needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local points of contact who should have authoritative local information and authority to request resources are listed at right.

VEM will share the town's contact information with emergency partners who have a life safety need during an emergency.

Mark this box to request Vermont Emergency Management not share the town's contact information with emergency partners (Dam owners, utility providers, elected officials, neighboring EMDs, American Red Cross, FEMA) outside of an emergency.

REMC Representatives	
REMC Emergency Services Appointee	
Email	
EMD REMC Representative	
Email	

Municipality	Town of Georgia
LEMP Adoption Date	
NIMS Adoption Date	06/13/2011
EMD Name	Douglas Bergstrom
Position	EMD
Primary Phone	802-524-3524
Alternate Phone	802-309-1020
Email	Administrator@townofgeorgia.com
Public contact information	
POC 2 Name	Kellie Bosenberg
Position	Selectboard Chair
Primary Phone	203-623-8256
Alternate Phone	
Email	kbosenberg@townofgeorgia.com
POC 3 Name	Keith Baker
Position	Fire Chief
Primary Phone	802-752-5813
Alternate Phone	802-524-9635
Email	firechief@townofgeorgia.com

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed\* \_\_\_\_\_ Printed Name: \_\_\_\_\_  
 Certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP at a **warned public meeting**, as stated above:

Signed\* \_\_\_\_\_ Printed Name: \_\_\_\_\_  
 Attesting individual must be a selectboard member, town manager, council member, city manager, mayor

**Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to VEM Regional Coordinator.**



Local Emergency Management Plan (LEMP)

# Required Elements

Municipal Adoption		
<input checked="" type="checkbox"/>	Completed Municipal Adoption Form	
<input checked="" type="checkbox"/>	Required Elements form (this page). If not using a VEM template, this form must include the page numbers where the LEMP Required Elements are listed in your plan.	
LEMP Required Elements		Page # (if not using a template)
<input checked="" type="checkbox"/>	Emergency Management planners	
	List of people who wrote or maintain the LEMP. Must include EMD.	
<input checked="" type="checkbox"/>	Municipal Emergency Operations Center (EOC)	
	EOC activation authority (minimum 1)	
	EOC staff positions and corresponding duties (minimum 1)	
	Potential EOC staff members (minimum 1)	
	Facility information for potential EOC locations (minimum 1), including address, phone number, and available equipment	
<input checked="" type="checkbox"/>	Resources	
	Emergency purchasing agent and spending limits	
	List of town or city owned resources, municipal contracts, or other local resources that can be used during an emergency (if any)	
	National Incident Management System (NIMS) Typed Resource List (if applicable)	
<input checked="" type="checkbox"/>	Public Information and Warning	
	Local VT-Alert managers (if applicable)	
	Local website or social media information (if applicable)	
	List of local media outlets (if applicable)	
	Public notice sites (minimum 3 – 2 in town, 1 near town clerk’s office)	
	Note that the public can call Vermont 2-1-1 for resources.	
<input checked="" type="checkbox"/>	Organizations and communities requiring additional coordination	
	List of organizations or communities and contact method	
<input checked="" type="checkbox"/>	Shelters	
	Local Shelter address, facility contact, shelter manager, staff requirements, services, daytime capacity, overnight capacity (if applicable) (minimum 1)	
<input checked="" type="checkbox"/>	Contact Information	
	Local contacts for emergency management team, response organizations, public works, municipal government, and others including neighboring EMDs	
	Note that municipalities can call 1-800-347-0488 if they need assistance with a shelter, VTAlert, or resources, but they will usually have to pay for supplies, equipment, or personnel.	

\*A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. See the VEM website for models and samples: <http://vem.vermont.gov>



# GEORGIA VERMONT

## Street Naming & Addressing Ordinance

Adopted June 8, 2026

This Ordinance shall take effect on July 22, 2026

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### 1.0 AUTHORITY

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

### 2.0 PURPOSE

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

### 3.0 DEFINITIONS

**Abbreviations Used:**

**MSAG:** Master Street Address Guide

**FPO:** Fleet Post Office

**APO:** Army Post Office

**USPS:** United State Postal Service

**911 System:**

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

**Addressing Systems:**

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

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

**Dispatchable Location:**

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

**Emergency Service Number (ESN):**

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

**Emergency Service Zone (ESZ):**

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

**Geographic Information Systems (GIS):**

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

**Public Safety Answering Point (PSAP):**

An emergency communications center capable of processing 911 calls.

**Enforcement Officer:**

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

**E-911 Coordinator:**

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

**4.0 NAMING OF ROADS**

All public roads shall be named. All private roads or driveways serving three or more lots shall be defined as a private road and be named. A driveway serving one or two lots shall be defined as a driveway and shall not require a name. Any future changes in a driveway

increasing the lots served beyond the two lots will require the driveway to be upgraded to a private road, shall be named, and require new addressing created by the E-911 Coordinator in compliance with the Vermont Enhanced 911 Board Addressing Standards. New private roads established via the Town's subdivision process shall be named after a duly noticed public hearing pursuant to 24 V.S.A. § 4463(c) within the 180-day period following the final decision by the DRB and prior to the recording of the mylar and deeds required by the DRB.

## 5.0 GENERAL NUMBERING SYSTEM GUIDELINES

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

## 6.0 POSTING OF DESIGNATED STREET ADDRESSES

- A. The owner of any house or building to which a number has been assigned will be notified by the E-911 Coordinator of the number and street name assigned to the building.
  
- B. Within 60 days of the receipt of such notice, the owner of a house or building to which the number has been assigned, shall be responsible for causing that number to be affixed on or near the front door on the side of the house facing the road or driveway. In addition, the owner shall be responsible for causing the number to be affixed to either the mailbox or a post installed at the driveway entrance on the main road, located at least 30 feet from the center of the road.
  
- C. Numbers and letters affixed pursuant to this Section must be at least 3" in height and reflective.
  
- D. Affixing of assigned numbers under this Section must meet any additional requirements set forth in the Vermont Enhanced 911 Board Addressing Standards.

## 7.0 NEW STRUCTURES

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

## 8.0 ENFORCEMENT

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

### 1. Waiver Fees

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

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

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

### 2. Civil Penalties

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

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

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

3. Other Relief

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

9.0 SEVERABILITY

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

10.0 EFFECTIVE DATE

This Ordinance shall take effect on July 22, 2026.

Adopted by the Selectboard on June 8, 2026.

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

**STATE OF VERMONT  
AGENCY OF TRANSPORTATION  
STANDARD GRANT AGREEMENT**

**Part 2 – Grant Agreement**

1. Parties: This is a Grant Agreement between the State of Vermont, Agency of Transportation (hereinafter called “State”), and **Town of Georgia**, a **US Local Government**, with its principal place of business at **47 Town Common Rd North, St Albans, VT 05478**, (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Grantee is required to have a Vermont Department of Taxes Business Account Number.
2. Subject Matter: The subject matter of this Grant Agreement is implementation of clean water improvements to address road-related water quality issues.
3. Award Details: Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. The detailed scope of work covered by this award is described in Attachment A.
4. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. Cancellation: This Grant may be cancelled by either party by giving written notice at least thirty (30) days in advance.
6. Attachments: This Grant Agreement consists of **15** pages including the following attachments which are incorporated herein:
  - Grant Agreement - Part 2 - Grant Agreement
  - Grant Agreement - Part 1 - Grant Award Detail
  - Attachment A - Scope of Work
  - Attachment B - Payment Provisions
  - Attachment C - Standard State Provisions for Contracts and Grants October 1, 2024
  - Attachment D - Other Provisions
  - Attachment E - DOT Standard Title VI Assurances and Non-Discrimination Provisions (DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E
7. Order of Precedence: Any ambiguity, conflict or inconsistency in the Grant Documents shall be resolved according to the following order of precedence:
  - 1) Grant Agreement Part 1 and Part 2
  - 2) Attachment D - Other Provisions
  - 3) Attachment C - Standard State Provisions for Contracts and Grants
  - 4) Attachment A - Scope of Work
  - 5) Attachment B - Payment Provisions
  - 6) Attachment E - DOT Standard Title VI Assurances and Non-Discrimination Provisions (DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

**WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS GRANT AGREEMENT.**

By the State of Vermont  
Agency of Transportation

By the Grantee:  
**TOWN OF GEORGIA**

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

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

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

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

Name: Joe Flynn

Name: \_\_\_\_\_

Title: Secretary of Transportation

Title: \_\_\_\_\_

**STATE OF VERMONT GRANT AGREEMENT**

**Part 1-Grant Award Detail**

**SECTION I - GENERAL GRANT INFORMATION**

<sup>1</sup> Grant #: BR1380		<sup>2</sup> Original <input checked="" type="checkbox"/> Amendment # _____	
<sup>3</sup> Grant Title: Georgia CWFA026-006			
<sup>4</sup> Amount Previously Awarded: <b>\$0.00</b>		<sup>5</sup> Amount Awarded This Action: <b>\$7,968.00</b>	<sup>6</sup> Total Award Amount: <b>\$7,968.00</b>
<sup>7</sup> Award Start Date: Apr 01, 2026		<sup>8</sup> Award End Date: Oct 31, 2027	<sup>9</sup> Subrecipient Award: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
<sup>10</sup> Supplier #: 0000040230	<sup>11</sup> Grantee Name: Town of Georgia		
<sup>12</sup> Grantee Address: 47 Town Common Rd North			
<sup>13</sup> City: St Albans		<sup>14</sup> State: VT	<sup>15</sup> Zip Code: 05478
<sup>16</sup> State Granting Agency: Vermont Agency of Transportation			<sup>17</sup> Business Unit: 08100
<sup>18</sup> Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	<sup>19</sup> Match/In-Kind: \$ \$1,992.00 Description: 20% Required Match		
<sup>20</sup> If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>			

**SECTION II - SUBRECIPIENT AWARD INFORMATION**

<sup>21</sup> Grantee Identifier [UEI] #: DXKQLSGBFFF6		<sup>22</sup> Indirect Rate: <u>N/A</u> % <small>(Approved rate or de minimis 10%)</small>	<sup>23</sup> FFATA: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
<sup>24</sup> Grantee Fiscal Year End Month (MM format): 12		<sup>25</sup> R&D: <input type="checkbox"/>	
<sup>26</sup> EEI Registered Name (if different than VISION Vendor Name in Box 11):			

**SECTION III - FUNDING ALLOCATION**

STATE FUNDS				
Fund Type	<sup>27</sup> Awarded Previously	<sup>28</sup> Award This Action	<sup>29</sup> Cumulative Award	<sup>30</sup> Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$7,968.00	\$7,968.00	Clean Water Funds
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$0.00	\$0.00	

FEDERAL FUNDS <small>(includes subrecipient Global Commitment funds)</small>					Required Federal Award Information		
<sup>31</sup> ALN#	<sup>32</sup> Program Title	<sup>33</sup> Awarded Previously	<sup>34</sup> Award This Action	<sup>35</sup> Cumulative Award	<sup>36</sup> FAIN	<sup>37</sup> Federal Award Date	<sup>38</sup> Total Federal Award
		\$0.00	\$0.00	\$0.00			
<sup>39</sup> Federal Awarding Agency:			<sup>40</sup> Federal Award Project Descr:				
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:			Federal Award Project Descr:				
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:			Federal Award Project Descr:				
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:			Federal Award Project Descr:				
		<b>Total Awarded - All Funds</b>	<b>\$0.00</b>	<b>\$7,968.00</b>	<b>\$7,968.00</b>		

**SECTION IV - CONTACT INFORMATION**

<p><b>STATE GRANTING AGENCY</b></p> <p>NAME: Ross Gouin          TITLE: Better Roads Project Coordinator          PHONE: Cell (802) 595 - 2381          EMAIL: ross.gouin@vermont.gov</p>	<p><b>GRANTEE</b></p> <p>NAME: Stacy Katen          TITLE: Town Administrator          PHONE: Office: (802) 524 - 3524          EMAIL: administrator@townofgeorgia.com</p>
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## **ATTACHMENT A SCOPE OF WORK**

### **1. LOCATION OF WORK**

The work described below involves the following town highways:

Town Wide

### **2. SCOPE OF WORK**

The work to be completed shall be as described within the Grantee's application and supporting documentation except as modified by the Special Conditions noted below and generally described here:

Inventory - Road

The Grantee shall complete work in accordance with specifications contained in the current Vermont Better Roads Manual, Agency of Natural Resources (ANR) Stormwater Manual, Green Stormwater Infrastructure sizing tool for small sites, or other applicable manual(s).

### **3. SPECIAL CONDITIONS**

Per legislation passed in 2017, grant recipients for projects with anticipated construction durations of greater than two weeks shall post a Clean Water Project Sign in a location that is publicly visible within the project limits. For details on how to obtain a sign, please contact the Part 1 – Grant Award Detail in Section IV, State Granting Agency.

## ATTACHMENT B PAYMENT PROVISIONS

The State agrees to reimburse the Grantee for actual expenses incurred or services provided by the Grantee in the the performance of program functions outlined in the grant up to the total award amount stated on the Part 1 - Grant Award Detail, provided such services are within the scope of the grant agreement and are authorized as provided for under the terms and conditions of this grant agreement. Award of a grant agreement does not guarantee payment of any or all the total award amount stated on the Part 1 - Grant Award Detail. The State reserves the right to recoup funds, if a payment is determined to be improper.

The Grantee shall invoice the State with properly documented bills that clearly reference the Project name and number, using the standard Municipal Better Roads invoice form, which Grantee shall send electronically via email to: [BetterRoads@vermont.gov](mailto:BetterRoads@vermont.gov)

In addition to properly documented invoices, the Grantee must provide the State with the following documentation to be eligible for reimbursement:

### Category A:

1. Completion of a Townwide road erosion inventory within the Department of Environmental Conservation (DEC) municipal road general permit portal.
2. A Municipal Invoicing Spreadsheet, using the template provided by the State.

### Category B, C, D:

1. Four color photographs, two of which shall show the project during construction and two of which shall show the project after completion.
2. Municipal Invoicing Spreadsheet
3. Project Summary of Work Completed and Expected Benefits.

At its option, the State may subject the Grantee's project to a final inspection.

The State will close out this award when it determines that all applicable administrative actions and all required work of the award have been completed by the Grantee. To be reimbursed under the conditions of this Grant, the Grantee must submit, no later than 90 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the award. The State, at its sole discretion, may extend the 90-day submittal period, when requested and justified by the Grantee.

**ATTACHMENT C: STANDARD STATE PROVISIONS  
FOR CONTRACTS AND GRANTS  
REVISED OCTOBER 1, 2024**

**1. Definitions:** For purposes of this Attachment, “Party” shall mean the Contractor, Grantee or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.

**2. Entire Agreement:** This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect.

**3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial:** This Agreement will be governed by the laws of the State of Vermont. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State with regard to its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

**4. Sovereign Immunity:** The State reserves all immunities, defenses, rights or actions arising out of the State’s sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State’s immunities, defenses, rights or actions shall be implied or otherwise deemed to exist by reason of the State’s entry into this Agreement.

**5. No Employee Benefits For Party:** The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.

**6. Independence:** The Party will act in an independent capacity and not as officers or employees of the State.

**7. Defense and Indemnity:** The Party shall defend the State and its officers and employees against all third party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.

The Party shall indemnify the State and its officers and employees if the State, its officers or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.

Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys’ fees, collection costs or other costs of the Party or any third party.

**8. Insurance:** Before commencing work on this Agreement the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State through the term of this Agreement. No warranty is made that the coverages and limits list

herein are adequate to cover and protect the interests of the Party for the Party's operations. These are solely minimums that have been established to protect the interests of the State.

*Workers Compensation:* With respect to all operations performed, the Party shall carry workers' compensation insurance in accordance with the laws of the State of Vermont. Vermont will accept an out-of-state employer's workers' compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy, if necessary to comply with Vermont law.

*General Liability and Property Damage:* With respect to all operations performed under this Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

Premises - Operations

Products and Completed Operations

Personal Injury Liability

Contractual Liability

The policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Each Occurrence

\$2,000,000 General Aggregate

\$1,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

*Automotive Liability:* The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, limits of coverage shall not be less than \$1,000,000 combined single limit.

*Additional Insured.* The General Liability and Property Damage coverages required for performance of this Agreement shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. If performance of this Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers and employees as Additional Insureds. Coverage shall be primary and non-contributory with any other insurance and self-insurance.

*Notice of Cancellation or Change.* There shall be no cancellation, change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written prior written notice to the State.

**9. Reliance by the State on Representations:** All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports and other proofs of work.

**10. False Claims Act:** The Party acknowledges that it is subject to the Vermont False Claims Act as set forth in 32 V.S.A. § 630 *et seq.* If the Party violates the Vermont False Claims Act it shall be liable to the State for civil penalties, treble damages and the costs of the investigation and prosecution of such violation, including attorney's fees, except as the same may be reduced by a court of competent jurisdiction. The Party's liability to the State under the False Claims Act shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

**11. Whistleblower Protections:** The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.

**12. Location of State Data:** No State data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the continental United States, except with the express written permission of the State.

**13. Records Available for Audit:** The Party shall maintain all records pertaining to performance under this agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or

acquired by the Party in the performance of this agreement. Records produced or acquired in a machine readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of the Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

**14. Fair Employment Practices and Americans with Disabilities Act:** Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.

**15. Set Off:** The State may set off any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any set off of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided hereinafter.

**16. Taxes Due to the State:**

- A. Party understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
- B. Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- C. Party understands that final payment under this Agreement may be withheld if the Commissioner of Taxes determines that the Party is not in good standing with respect to or in full compliance with a plan to pay any and all taxes due to the State of Vermont.
- D. Party also understands the State may set off taxes (and related penalties, interest and fees) due to the State of Vermont, but only if the Party has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the Party has no further legal recourse to contest the amounts due.

**17. Taxation of Purchases:** All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.

**18. Child Support:** (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, he/she:

- A. is not under any obligation to pay child support; or
- B. is under such an obligation and is in good standing with respect to that obligation; or
- C. has agreed to a payment plan with the Vermont Office of Child Support Services and is in full compliance with that plan.

Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

**19. Sub-Agreements:** Party shall not assign, subcontract or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Location of State Data"); Section 14 ("Fair Employment Practices

Americans with Disabilities Act”); Section 16 (“Taxes Due the State”); Section 18 (“Child Support”); Section 20 (“No Gifts or Gratuities”); Section 22 (“Certification Regarding Debarment”); Section 30 (“State Facilities”); and Section 32.A (“Certification Regarding Use of State Funds”).

**20. No Gifts or Gratuities:** Party shall not give title or possession of anything of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Agreement.

**21. Copies:** Party shall use reasonable best efforts to ensure that all written reports prepared under this Agreement are printed using both sides of the paper.

**22. Certification Regarding Debarment:** Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party’s principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds.

Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State’s debarment list at: <http://bgs.vermont.gov/purchasing/debarment>

**23. Conflict of Interest:** Party shall fully disclose, in writing, any conflicts of interest or potential conflicts of interest.

**24. Confidentiality:** Party acknowledges and agrees that this Agreement and any and all information obtained by the State from the Party in connection with this Agreement are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq.

**25. Force Majeure:** Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lock-outs) (“Force Majeure”). Where Force Majeure is asserted, the nonperforming party must prove that it made all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

**26. Marketing:** Party shall not refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.

**27. Termination:**

**A. Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is a Grant that is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Grant immediately, and the State shall have no obligation to pay Subrecipient from State revenues.

**B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party’s notice or such longer time as the non-breaching party may specify in the notice.

**C. Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

**28. Continuity of Performance:** In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.

**29. No Implied Waiver of Remedies:** Either party's delay or failure to exercise any right, power or remedy under this Agreement shall not impair any such right, power or remedy, or be construed as a waiver of any such right, power or remedy. All waivers must be in writing.

**30. State Facilities:** If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to and use of State facilities which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.

**31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements:** If this Agreement is a grant that is funded in whole or in part by Federal funds:

- A. Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the granting Party within 9 months. If a single audit is not required, only the Subrecipient Annual Report is required. For fiscal years ending before December 25, 2015, a Single Audit is required if the subrecipient expends \$500,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with OMB Circular A-133. For fiscal years ending on or after December 25, 2015, a Single Audit is required if the subrecipient expends \$1,000,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.
- B. Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States and the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- C. Mandatory Disclosures:** In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

**32. Requirements Pertaining Only to State-Funded Grants:**

- A. Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,001, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party's employee's rights with respect to unionization.
- B. Good Standing Certification (Act 154 of 2016):** If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify, and (ii) that it will comply with the requirements stated therein.

(End of Standard Provisions)

**ATTACHMENT D**  
**OTHER GRANT AGREEMENT PROVISIONS**

1. **Cost of Materials:** Grantee will not buy materials and resell to the State at a profit.
2. **Prior Approval/Review of Releases:** Any notices, information pamphlets, press releases, research reports, or similar other publications prepared and released in written or oral form by the Grantee under this Grant Agreement shall be approved/reviewed by the State prior to release.
3. **Ownership of Equipment:** Any equipment purchased by or furnished to the Grantee by the State under this grant agreement is provided on a loan basis only and remains the property of the State.
4. **Grantee's Liens:** Grantee will discharge all contractors' or mechanics' liens imposed on property of the State through the actions of subcontractors.
5. **State Minimum Wage:** The Grantee will comply with the state minimum wage laws and regulations, if applicable.
6. **Equal Opportunity Plan:** If it is required by the Federal Office of Civil Rights to have a plan, the Grantee must provide a copy of the approval of its Equal Opportunity Plan.
7. **Construction:** The Grantee will construct the project using sound engineering practices and in accordance with plans defining the work.
8. **Permits; Compliance with Permit Conditions.** The Grantee will obtain all necessary permits and other approvals required to construct the Project and will be responsible for assuring that all permit or approval requirements are complied with during construction and, to the extent applicable, for the life of the project.
9. **Damage to Abutters.** The Grantee will pay the total cost of any incidental damages that may be sustained by abutting or adjacent property owners or occupants as the result of construction of the project.
10. **Acquisition of Additional Right-of-Way.** The Grantee will be responsible for obtaining additional right-of-way, if any, needed for the project. The cost of any such right-of-way shall be the responsibility of the Grantee.
11. **Utility Relocations.** The Grantee will be responsible for making any necessary arrangements for utility relocations needed to accommodate the project. Please call Dig Safe at 1-800-DigSafe ([www.digsafe.com](http://www.digsafe.com)). The cost of any improvements to existing utilities shall be the responsibility of the Grantee or the utility.
12. **Traffic Control.** The Grantee will provide all traffic control necessary to assure the safe movement of traffic during construction.

13. **Maintenance of Project Improvements.** The Grantee will maintain the completed project in a manner satisfactory to the State or its authorized representatives and shall make ample provisions each year for town highways and structures. In this regard, the Grantee acknowledges that its attention has been directed to Vermont Statutes Annotated, Title 19, Sections 304 (Duties of selectmen) and 310 (Highways, bridges and trails).
  
14. **Cargo Preference Act Compliance (if applicable).** The contractor/recipient/subrecipient is hereby notified that the Contractor and Subcontractor(s)/recipients and subrecipients are required to follow the requirements of 46 CFR 381.7 (a)-(b), if applicable. For guidance on requirements of Part 381 – Cargo Preference – U.S. Flag Vessels please go to the following web link:  
<https://www.fhwa.dot.gov/construction/cqit/cargo.cfm>.

**ATTACHMENT E****The United States Department of Transportation****Standard Title VI/Non-Discrimination Assurances****DOT Order No. 1050.2A*****Assurance Appendix A***

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level, or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

## Assurance Appendix E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin), as implemented by 49 C.F.R. § 21.1 *et seq.* and 49 C.F.R. § 303;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (102 Stat. 28.), (“...which restore[d] the broad scope of coverage and to clarify the application of title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and title VI of the Civil Rights Act of 1964.”);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Justice regulations at 28 C.F.R. parts 35 and 36, and Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*), as implemented by 49 C.F.R. § 25.1 *et seq.*



**Vermont League  
of Cities & Towns**

Issue Date: 01/01/2026  
Policy Number: PACIF1215-26

Section 8. Item #.

**CERTIFICATE OF COVERAGE**

Company Affording Coverage

Named Member  
Town of Georgia  
Attn: Cheryl Letourneau  
47 Town Common Road North  
St. Albans, VT 05478

VLCT Property & Casualty Intermunicipal Fund, Inc.  
89 Main Street Suite 4  
Montpelier, VT 05602

This is to certify that the policies of coverage listed below have been issued to the named member listed above for the policy period indicated. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded by the policies described herein is subject to all the terms, definitions, exclusions, and conditions of such policies. Note that limits shown may have been reduced by paid claims.

Type of Coverage	Term	Limits of Liability
Commercial General Liability Coverage Includes: Premises/Operations Products/Completed Operations Personal Injury Contractual Independent Contractors Broad Form Property Damage	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence
Automobile Liability Any Auto Hired Autos Non-Owned Autos Comprehensive/Collision	01/01/2026 - 01/01/2027	\$10,000,000 Per Occurrence  ACV
Workers Compensation And Employers Liability	01/01/2026 - 01/01/2027	Statutory  \$5,000,000 Per Occurrence and in the Aggregate
Property	01/01/2026 - 01/01/2027	As Per Policy Declarations
Other: The State of Vermont and its agencies, departments, officers and employees are included as an additional covered party (additional insured) for Automobile Liability, General Liability and Property Damage, but only in respect to operations by or on behalf of the Named Member, as respects the grant. Coverage shall be primary and noncontributory with any other insurance, when required by contract.		
Certificate Holder: State of Vermont Agency of Transportation-Contract Administration 219 North Main Street, Suite 105 Barre, VT 05641	This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies above.  Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the Certificate Holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents, or representatives.	

Authorized Representative: \_\_\_\_\_





# GEORGIA VERMONT

## NOTICE of DECISION

RECEIVED & RECORDED  
Jun 03, 2026 02:28P  
DOCUMENT TYPE: DEVELOPMENT REVIEW BOARD  
DOCUMENT NUMBER: 00108518  
CHERYL LETOURNEAU, TOWN CLERK  
GEORGIA, VT

In re: Town of Georgia, Selectboard and Public Works Director  
Permit Application No.: CU-001-26

### Decision and Findings of Fact for Conditional Use Approval

To Whom It May Concern,

After a duly warned hearing of the Development Review Board (DRB) on June 2, 2026, the following action was taken with regard to the Conditional Use application:

### GRANTED WITH CONDITIONS

**Note:** The application, any and all relevant evidence presented to the Board, and the minutes of the Board at the hearing conducted by the Town of Georgia DRB on June 2, 2026, and relevant information from public records and sources, shall be considered part of the Finding of Fact and kept as part of the permanent record of the applicant/owner.

This official record shall provide an additional basis for the Board's decision.

### Background:

This matter came before the Town of Georgia DRB on the application of the Town of Georgia, hereinafter referred to as Applicant, requesting conditional use approval in order to operate an as-needed impound kennel in the old Town garage at the parcel located at 65 Plains Road within the Business Hamlet (BH) zoning district. A Notice of Public Hearing was duly published in the St. Albans Messenger on May 15, 2026, and all abutting property owners were notified.

The DRB conducted a public hearing on this application on June 2, 2026, Selectboard Vice Chair Brian Dunsmore was present at the meeting. Please see meeting minutes for a list of interested parties. A conditional use application was submitted and the Zoning Administrator presented a DRB report.

**Finding of Facts:**

1. Applicant is requesting to use the contained office space within the old Town garage for use as an impound kennel for the use of the Town of Georgia's Animal Control Officer (ACO) on an as-needed basis.
2. The use of the kennel will be for the Town's ACO only, and only when there are dogs that need to be impounded. The facility will hold up to three (3) dogs at one time, for up to ten (10) days.
3. No signage was requested at this time.
4. The proposed business is expected to have no traffic generated beyond the ACO and ACO's delegates vehicles.
5. The application states that the use will not generate excessive noise, pollution, or any other effect that would be in violation of this regulation.
6. The applicant is not proposing any additional parking spaces outside of the existing driveway.

**Conclusion:**

The Board concludes as follows:

1. Applicant has submitted all relevant information required by the Town of Georgia Development Regulations (October 13, 2025).
2. This application was reviewed under Article 6.2, Conditional Use Review.
3. The application was deemed consistent with the abovementioned standards and requirements.
4. The current regulations allow the old Town garage to be used as a kennel in the Business Hamlet (BH) zoning district.
5. The approval of this Conditional Use application is based on all plans and documents submitted and contained in the zoning file for this project.

**Decision:**

Applicant's request to operate an impound kennel out of the old Town garage for use as an impound kennel is **GRANTED** subject to the following conditions.

1. The impound kennel will be used on an as-needed basis, for up to three (3) dogs for a period of time not to exceed ten (10) days.
2. The impound kennel is reserved for exclusive use of the Town of Georgia's Animal Control Officer (ACO).
3. This Conditional Use Agreement is nontransferable and approved for use by the Town of Georgia for the use outlined above. Any changes to the proposed use outlined in the Finding of Facts requires a new Conditional Use application.

**These conditions shall not be deviated from absent an amendment granted by the Board.**

**All plats, plans, drawings, etc., listed above or submitted at the hearing and used as a basis for the decision to grant the permit shall be binding on the applicants, their heirs and assigns. Projects must be completed in accordance with such approved plans and conditions. Any deviation shall be a violation of the permit and subject to enforcement action by the Town.**

**NOTICE:** This decision may be appealed to the Vermont Environmental Court by an interested person who participated in the proceedings before the Development Review Board. Such appeal must be taken within 30 days of the date of this decision pursuant to 24 V.S.A. Section 4471. Notice of the appeal shall be filed by certified mailing, with fees, to the environmental court and by mailing a copy to the Zoning Administrator who shall supply a list of interested persons to the appellant within five working days. Upon receipt of the list of interested persons, the appellant shall, by certified mail, provide a copy of the notice of appeal to every interested person.

**EXPIRATION:** Pursuant to Article 6.2.4 of the Town of Georgia Development Regulations, approval from the Development Review Board allowing a conditional use shall expire two years from date of issue if construction has not progressed to the point where the property can reasonably be used for its intended purpose as defined and/or all conditions of this decision as set forth above have not been met. An extension of one year will be granted by the Zoning Administrator if application for extension takes place before the approval has expired. At the end of three years, the permit will permanently expire unless the Development Review Board grants a further extension.

Members present and voting for approval: Charles Cross, James Powell, Gilles Rainville, Lisa Faure, Leigh Horton and Glenn Sjoblom.

Members abstaining: None

Members Absent: Jared Waite, Tony Gabel and Chris Caspers

Members present and voting against approval: None

Signature of Chair:  Date: June 2, 2026  
Charles Cross, DRB Chair

## Town Administrator Update

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Date: June 3, 2026

Prepared by Doug Bergstrom

Reporting Period May 22, 2026 – June 3, 2026

### 1. General Update

- Attended NRPC meeting in St Albans for Regional Plan. Presented to the LURB board information to counter correspondence received by the board. The meeting closed and the LURB has 15 days to issue their written decision. Their next meeting is June 8<sup>th</sup> so hopefully the decision will be made at that meeting.
- Posted the open positions for the Library Trustees and the Zoning Administrator position.
- Completed the onboarding of the new hire at the library.
- Posted the sealed bid process for the 2026 paving
- Released the escrow for Miles Trudell per the DRB decision
- Sent correspondence to applicants for the TA position
- Defective new camera at the library being replaced by Philo under warranty.
- Started quoting with vendors for ADA at the library
- Finalizing information on cell tower contract
- Met with VT Emergency Management regarding LEMP plan.
- NRPC board meeting, NRPC approved the request from GMP for the new substation
- Met with Philo and PW to discuss pricing and options for new camera to cover boat launch
- Updating dental plan changes from employees
- Working to complete the Better Roads grant with NRPC
- Issued Junk Ordinance violation on Bayview Road

### 4. Planning & Zoning

- DRB public preliminary plat meeting on a 18-lot subdivision on Ballard Road
- DRB Conditional Use hearing on 3-lot subdivision by the interstate which includes an 8,000SF commercial building, a duplex and a single-family home.
- Final minor subdivision on Conger Road
- Conditional Use for emergency kennel in the old town garage
- Issued zoning violation on Decker Road

## 5. Public Works

- Signs are up on Red Barn Hill. They seem to be working
- 1<sup>st</sup> round of roadside mowing is done
- Grass has been growing fast. We received a lot of thanks on how well the cemeteries looked for Memorial Day weekend
- Polly Hubbard cemetery fence still in the works
- Meetings coming up on water survey at the beach, Project work safe
- Bridge 8. Looking at a 5-10 year fix for bridge due to costs. We will need to discuss funding
- BFA had there outing at the beach and provided lots of help on getting the grounds ready
- New dock is in
- Fidium issues controlling the beach cameras and gate
- Bathrooms are complete. Siding to be started shortly
- Fixed 6T2 coolant leak fixed and coordination for 6T1 steering sensor (insurance from accident) fix.
- Citizen that uses the beach ordered a new Tennis net for the beach and was looking for the town to reimburse 1/2
- Plow truck is going in to have plow equipment done in the coming weeks. We received the truck last April
- Had some large dead trees taken down on Georgia shore and Ballard road. Now looking at some causing sight distance issues in Manor drive/route 7 intersection
- Stormwater inspection complete for the town garage facility
- Still working on project work safe suggestions and ditching has been put on hold do to staffing issues
- Still getting things together for Bridge 28. Signs will be going up shortly for the closure. Neighboring agencies will be notified.

## 6. Library

- Working on quotes for ADA entrance

## 7. Ongoing Projects

- NEW – CHIP policy
- Law enforcement contract June 30 – Met with Sheriff Grismore and working on details of budget versus policing rates. Will bring to the board once I have more information.
- Ethics Ordinance
- VOSHA / WorkSafe updating

Treasurer's Report – June 8, 2026

- Attended NEMRC tax training. We have the ability to show credits and pre-payments on the Original Tax Bills this year. So, we can, if we wish, show the VGS credit on the tax bill or we can cut them a check prior to the tax billing. They have said they are fine with both.
  - School cash flow payment: \$ 346,131.10
  - VGS Available Credit School: ( 268,077.76 )
  - VGS Available Credit Town: ( 9,060.48 )
  - Remainder \$ 68,992.86
- We are supposed to receive the payment from FWSU on June 12, per Randall Morton
- Cleaning up all Available Credits before tax bills are calculated and printed
- Many towns are using multiple channels to remind tax payers that the postmark process is longer and suggest that they take the payment to their local post office and watch it be hand stamped. I will include on my tax bill insert. What other methods would you like to use?
- Working on Reserve Fund policies to identify when the Fund was approved by the voters and what it is allowed to be used for.
  - Suggest adding “Capital Improvement” to “Capital Equipment” in some funds to broaden what the reserve can be used for. These would all have to be articles for the election.
    - This will help when we budget for Jan 2027 – June 2028
- Working to reconcile Reserve Fund activities for 2Q26 financial reporting next month
- Working on a Records Retention Policy to memorialize when financial records can be destroyed and the method for destruction. The state statute generally recommends maintaining records until the end of the audit. The auditors recommend the audit +7 – 10 additional years.
  - Not all categories of our financial records are easily identified by the language we use in the statute, so this should help put records in our language
- I have sent out preliminary Capital Budget worksheets for the Fire Department, the Highway Department and Public Works. The Public Works budget worksheet is new. Trying to create a mechanism to consider long term capital improvements.
- On the 10<sup>th</sup>, I'm attending the VT Government Financial Officers Assoc training.