



GEORGIA VERMONT

Selectboard Regular Meeting Monday, September 28, 2026 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Agenda

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWZVadz09>

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 August 24, 2026 (tabled from last meeting)

LCATV Meeting video (minutes 9:00-15:00) reviewed. Suggested addition after line 57: *"The project budget lists \$180,000 to "Furnish/ install" the culvert. \$123,000 has been paid toward the culvert and the \$22,000 recently invoiced is within budget."*

B. Approval of Selectboard Regular Meeting Minutes for September 14, 2026

C. Payroll Warrant

D. Approval of Warrant #2639

6. PUBLIC COMMENT (For items not on agenda)

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

7. CORRESPONDENCE

A. Sheriff's Monthly Activity Report (August 2026)

B. ElanCity Radar Speed Signs

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

A. Scouts Troop 42

B. Forest Glenn Agreement update

- C. VLCT Employment Resource & Benefits Trust Inc. - Action to Approve
- D. VLCT Property & Casualty Intermunicipal Fund Inc. - Action to Approve
- E. Mill River Culvert Bond Update
- F. CHIP Policy - Draft Review
- G. Facilities Use Policy - Draft with Updates
- H. Old Town Garage Preliminary Discussion

9. UNFINISHED BUSINESS

- A. Georgia Public Library Revitalization Project
- B. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A. Town Administrator
- B. Public Works/Highway
- C. Treasurer

11. OTHER

12. PLAN NEXT MEETING AGENDA

- A. October 12, 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 of the Vermont Statutes. (State Time.)

- A. Personnel

14. ADJOURN

TABLED ITEMS:

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

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

Signed: Doug Bergstrom, Town Administrator

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



GEORGIA VERMONT

Selectboard Regular Meeting Monday, August 24, 2026 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

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 6:00PM

SELECTBOARD PRESENT

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

STAFF PRESENT

Doug Bergstrom, Todd Cadieux, Kollene Caspers, Lori Hobart, Molly Mashtare (via Zoom)

PUBLIC PRESENT

Heather Dunsmore, Debbie Mann, Jen Jamies (via Zoom)

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

- Condolences to Town Clerk Cheryl Letourneau and the Letourneau/Cote families for the loss of Edward Cote at 103 years of age.

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- L. Hobart requested the addition of warrants #2634 (5E) and checks to write before Georgia's Fall Fest on September 12th in advance of the next Selectboard meeting on September 14, 2026 (5F).

5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Special Meeting Minutes for August 10, 2026

Motion to approve the minutes as written.

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

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

B. Approval of Selectboard Regular Meeting Minutes for August 10, 2026

Motion to approve the minutes as written.

Motion made by C. Rosenquist, Seconded by J. Nasca
 Voting Yea: Chair Bosenberg, Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
 C. Approval of Payroll Warrant

Motion to approve the payroll warrant.

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

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

D. Approval of Warrant #2633

Motion to approve warrant #2633 in the amount of \$54,954.81.

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

- L. Hobart and D. Bergstrom answered questions about the warrant.

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

E. Approval of Warrant #2634

Motion to approve warrant #2634 in the amount of \$68,128.85.

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

- This warrant includes public works and bridge repair expenses.
- Vice Chair Dunsmore questioned the \$22,000 for the culvert, which he believed was already paid in full. Chair Bosenberg pulled up the original quote for the Selectboard.

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

F. Approval of checks in advance of the next regular Selectboard meeting on 9/14/26

Motion to approve the checks in advance of the next meeting.

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

- L. Hobart explained the checks were for the upcoming Fall Fest celebrations.

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

6. PUBLIC COMMENT (For items not on agenda)

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

7. CORRESPONDENCE

A. Sheriff's Monthly Activity Report (July 2026) – D. Bergstrom handed this out at the last meeting.

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

A. Errors and Omissions (E&O) - Action to Approve

Motion to approve the E&O as presented.

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

- M. Mashtare explained the E&O requests to the Selectboard.

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

B. Georgia Public Library Trustee Vacancy - Action to Approve

- At the Georgia Public Library Board of Trustee meeting on August 19, 2026, Debbie Mann was voted by majority to be appointed Trustee Member at Large, taking over Terry Cleveland's seat (remainder of 2nd year of a 3-year term) until Town Meeting Day 2027.

Motion to approve Debbie Mann for the Georgia Public Library Board of Trustees.

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

- D. Mann was present to speak with the Selectboard on her return to the Board.

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

C. Public Indecency Ordinance - Action to Approve

Motion to approve the ordinance.

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

- D. Bergstrom explained he ran the draft ordinance past the town attorney for approval before coming before the Selectboard.
- Chair Bosenberg pointed out a grammatical error.
- The Selectboard discussed the ordinance, enforcement and its implications in the Town.

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

D. Ethics Reporting & Whistleblower Protection Policy - Draft

- D. Bergstrom introduced the policy and explained the reasoning behind the Town adopting the policy, as recommended by VLCT and based on the State of Vermont no longer being able to handle ethics complaints by potential whistleblowers.

Motion to approve the Ethics Reporting & Whistleblower Protection Policy as amended with uniformity clarification.

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

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

E. Employee Review - Document Changes / Timeline

- Changes made include attendance as a part of the review, to be discussed.
- D. Bergstrom explained the addition of "Attendance and Reliability" to each of the job descriptions.
- Selectboard members made some minor edits and suggestions.
- Chair Bosenberg suggested executing these staff reviews in November before budget preparations are underway.

F. Georgia Public Library Capital Funds Expense for Painting / Floor Cleaning - Action to Approve

Motion to approve the GPL Improvements Request. T. Hardy made the motion, J. Nasca seconded the motion.

- GPL Trustee Chair Heather Dunsmore explained the improvements requested, including painting, stripping and waxing the floors, and a new circulation desk in 2026-2027.
- Sources of funding were discussed, including capital funds, maintenance funds and the GPL tax-based funds. Due to a deficiency in GPL salary funding, the painting project may be funded using the excess in this line item with floors using the allocated Town Maintenance funds.
- Chair Bosenberg suggested the LBOT work with L. Hobart to ensure proper funding for the improvement projects.
- No board approval is needed because the projected expenses will be coming out of approved allocated funds.

G. Georgia Beach Boat Dock Removal Discussion

- T. Hardy wanted more information on the \$8,000 expenditure to remove and reinstall the docks from Dock Doctors.
- It was explained this was a part of the original contract with Dock Doctors upon installation.
- Chair Bosenberg recommended pulling up meeting minutes for better understanding. D. Bergstrom will submit the meeting minutes to the Selectboard at the next meeting.

9. UNFINISHED BUSINESS

A. Georgia Public Library Building Revitalization Committee

- No updates for the renovation plans.
- Justin Holmes from Pinnacle Engineering is providing a quote for the driveway work.

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

- L. Hobart answered questions on payments made using bond money for bridge work.
 - Questions about staffing, overtime and the ability to use bridge funds are still awaiting information from the bond bank and town attorney.
 - T. Cadieux gave an update to the work progression at the bridge. The project is on schedule thus far but dependent on weather and vendor availability.
 - School buses will continue to be diverted until the work is completed.
- C. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)
- No updates.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Town Administrator

- D. Bergstrom answered Selectboard questions on the provided TA report.
- Interviews for the new Zoning Administrator will be starting this Wednesday at 11am, there are three candidates who have been identified for interviews. C. Rosenquist and Chair Bosenberg will be present for interviews. Vice Chair Dunsmore is available as needed.

B. Public Works/Grounds/Recreation

- T. Cadieux answered Selectboard questions; information on Bridge #28 was shared in 9(B).

C. Treasurer

- Tax payments have started to come in; more money is being added to the Town's CD accounts to collect as much interest revenue before the school payment will be due in November.
- L. Hobart will be meeting with J. Harvey next week to go over library expenses.
- L. Hobart will have a call with the Town Auditor on Wednesday to close out the grants.
- The calendar was explained to meet with the Finance Committee, which is chaired by K. Bosenberg and J. Nasca. L. Hobart will be meeting with each department to share budget information prior to the Finance Committee meetings.

11. OTHER

12. PLAN NEXT MEETING AGENDA

A. September 14, 2026

- Chair Bosenberg will not be present for September 14th & September 28th meetings. Vice Chair Dunsmore will lead the September Selectboard meetings.
- L. Hobart will meet with department heads before finance committee meetings.

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

- No Executive Session needed.

14. ADJOURN

Motion to adjourn at 7:27PM

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

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

TABLED ITEMS: Georgia Beach Boat Dock Removal

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

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

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

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

DRAFT



GEORGIA

VERMONT

Selectboard Regular Meeting

Monday, September 14, 2026 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

Minutes

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWVLzVadz09>

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

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

1. CALL TO ORDER 6:00PM

SELECTBOARD PRESENT

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

SELECTBOARD ABSENT

Chair Kellie Bosenberg

STAFF PRESENT

Keith Baker, Doug Bergstrom, Todd Cadieux, Kollene Caspers, Lori Hobart

GUESTS PRESENT

Caroline Bright, Tom Hargy, Heather Dunsmore, Lorna Peters (via Zoom), Natasha Halverson (via Zoom)

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- L. Hobart requested the addition of Warrants #2635 and #2638
- D. Bergstrom added the request by the Georgia Fire Department to use of impact fees for radios (8F)
- D. Bergstrom added the request by the Public Works Director for jersey barriers at the Bridge #28 project (8G)
- D. Bergstrom added the request by the Public Works Director for a plan to purchase a new hot box (8H)

- D. Bergstrom also requested to move the Silver Lake Woods project discussion from 8D to 8A.

Motion to approve the agenda changes as listed above.

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

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

5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for August 24, 2026

Motion to approve minutes.

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

- Questions on the language for culvert costs. Tabled until the next meeting to research exact language used during the meeting.

C. Rosenquist rescinded his motion.

B. Approval of Special Meeting Minutes August 31, 2026

Motion to approve minutes as written.

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

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

C. Payroll Warrant

Motion to approve payroll warrant.

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

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

D. Approval of Warrant #2635

- Warrant #2635 in the amount of \$8,877.63. Signatures only for the warrant as the expenses were approved at the August 24, 2026 Selectboard meeting.

E. Approval of Warrant #2637

Motion to approve Warrant #2637 in the amount of \$285,904.96

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

- L. Hobart answered questions about the warrant. Many of the expenses were related to Bridge #28 repairs.

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

F. Approval of Warrant #2638

Motion to approve Warrant #2638 in the amount of \$3,414.06.

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

- L. Hobart explained this warrant is for additional charges and corrections to Warrant #2637.

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

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.

- C. Bright was present to request a waiver of fees for use of the Fire Station Community Room to host weekly community coffee hours. The meeting room at the Town offices is not available during the day, and the Georgia Public Library Community Room will be undergoing painting and floor waxing in the near future.
- The Selectboard requested the Facilities Use Policy be reviewed for updating to give the Town Administrator discretion and guidance to waive fees in certain circumstances.
- Discussion was tabled to address Board Business 8D, which was moved up to 8A.

- Public Comment reconvened and C. Bright continued the discussion on the use of community buildings as a community member for the benefit of members of the Georgia community. She explained this weekly event would be open to the public, has no political or religious agenda, and would be held every week for the foreseeable future.
- N. Halverson spoke in support of the weekly coffee meetings at the Town Fire Station.
- C. Rosenquist suggested tabling the discussion to the next meeting so the Selectboard has time to discuss the request.

7. **CORRESPONDENCE**

- A. Vermont Route 104A Resurfacing Project
- Route 104A is back open and the resurfacing project looks great.

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

- A. **AGREEMENT FOR PRELIMINARY DESIGN SERVICES**
by and between FITZGERALD ENVIRONMENTAL ASSOCIATES, LLC.
and the TOWN OF GEORGIA, VERMONT
- Moved up to the first agenda item in Board Business.
 - L. Peters from Northwest Regional Planning Commission was present to explain the agreement to the Selectboard and town.
 - This agreement includes culvert repair for Silver Lake Road to remedy issues of erosion and organism aquatic passage.
 - This phase will run from Fall 2026 to June 2027 and will include the culvert as well as placement of beaver dam analogs, that create habitat for the stream and slow water down.
 - L. Peters answered Selectboard and TA questions.
- Motion to approve the Agreement for Preliminary Design Services as outlined in the documents for \$23,546, pending documentation ensuring the project is entirely grant funded and the Town will not incur any expenses.
- Motion made by C. Rosenquist, Seconded by T. Hardy
- Voting Yea: Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
- B. **Planning Commission Vacancy Appointments - Action to Approve**
- On September 8, 2026 the Planning Commission voted to recommend the Selectboard appoint Voyo Savich and Emily Lowell to the Planning Commission Board to serve until Town Meeting Day 2027.
- Motion to accept the Planning Commission’s recommendation to appoint Voyo Savich and Emily Lowell to the Planning Commission Board to serve until Town Meeting Day 2027.
- Motion made by T. Hardy, Seconded by J. Nasca
- Voting Yea: Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy
- C. **Georgia Beach Boat Dock Removal - Minutes (11/24/25)**
- Minutes were reviewed and no further discussion was needed.
- D. **Trash at Russell Greene Natural Area (RGNA)**
- D. Bergstrom explained the Conservation Commission’s notice of dumping at RGNA. He spoke with Dave Murrish, enforcement officer for ANR/Environmental agencies, who visited the RGNA and found trash that traced back to an individual in town but there is not enough evidence for the Town of Sherrif to get involved.

- T. Hargy explained he reached out to D. Murrish for assistance in the matter, as dumping became more prevalent in the area. T. Hargy would like for the Town to help with trash removal and to deter dumping.
- Trail or solar cameras were suggested to catch individuals dumping at the RGNA; as well as "no littering" or "no dumping" signs.
- D. Bergstrom will look into purchasing cameras to be hung at the RGNA. He will request the highway employees include any trash dumped at RGNA with other trash for disposal.

E. CHIP Policy - Draft review

- D. Bergstrom introduced the draft Community Housing Infrastructure Program (CHIP) Policy, which is intended to be a guide that follows state statute as developers request funding for infrastructure in the Town of Georgia.
- Currently there are two developers who are preparing applications for CHIP funding in the Town of Georgia. At this time, no applications will be accepted until there is a policy in place.
- D. Bergstrom is asking the Selectboard to review the policy for discussion at the next regular Selectboard meeting.

F. Georgia Fire Department is requesting the use of Impact Fees for new radios.

- Chief Baker was present to explain the request for portable radios for use by fire station staff. Twenty portable radio replacements will cost approximately \$20,000. There is \$9,000 available from the remainder budgeted \$35,000 for rescue jacks approved in the 2026 budget.

Motion to approve the use of extra impact fees to cover the costs of twenty replacement portable radios for the fire department.

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

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

G. Request for Jersey Barriers

- D. Bergstrom, on behalf of Public Works Director T. Cadieux, is requesting the purchase of jersey barriers for the completed Mill River Culvert project as guardrails will not be able to be installed until the end of the month. Bridge engineer T. Billingsly suggested the installation of Jersey barriers until the rails can be installed.
- While the Town has a few jersey barriers, six additional units are needed at the cost of \$615/each, for a total of \$3,600, which will come out of the bond funds.

Motion to approve the purchase of six jersey barriers for a total of \$3,600 to be used as barriers until the guard rails can be installed at the Mill River culvert.

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

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

H. Hot Box Purchase

- D. Bergstrom explained the old dock was put on Municibid, which did not meet the reserve of \$3,500. A bidder out of Maine has a hot box which he will price to the Town and offset by the Town delivering the old docks. The Selectboard approved the trade of the old dock toward the purchase of a new hot box.

9. UNFINISHED BUSINESS

A. Georgia Public Library Building Revitalization Project

- No new information for the revitalization project outdoors.

- The GPL Trustees are meeting on Wednesday September 16th to approve estimates for painting and floor waxing and stripping. When approved, painting work will start within a week. The floors will be stripped and waxed after the walls are painted.
- B. Mill River Culvert (Formerly "Bridge 28", Bridge on Mill River Road)
 - The culvert and paving project is complete but for the installation of guard rails. Photos are included in the TA report.
- C. Bridge #8 (Bridge on Georgia Shore Road between The Pines and Mill River Road)
 - No updates. D. Bergstrom will contact Bridge #28 project engineer T. Billingsly for estimates on Bridge work for #8.
 - L. Hobart is still waiting to hear back from the bond bank about the transfer of the remainder of the Bridge #28 bond funds for repairs to this bridge.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A. Town Administrator
 - D. Bergstrom answered Selectboard questions on the TA report.
- B. Public Works/Highway
 - Update included in the TA report.
- C. Treasurer
 - L. Hobart reported that taxes are coming into the office and are transferred to month-long CDs for short-term investment until tax money is to be paid to the school in early November.

11. OTHER

12. PLAN NEXT MEETING AGENDA

- A. September 28, 2026

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

- A. Contract
- B. Personnel

Voce Chair Dunsmore would entertain a motion to enter into executive session to discuss Contract and Personnel which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

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

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

Vice Chair Dunsmore moves that we enter into executive session to discuss Contracts and Personnel with D. Bergstrom under the provisions of Title 1, Section 313(a)(1)(E) and (a)(3) of the Vermont Statutes at 8:10PM.

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

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

Motion to exit out of Executive Session at 9:07PM

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

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

No Action out of Executive Session.

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14. ADJOURN

Motion to adjourn at 9:08PM.
Motion made by J. Nasca, Seconded by T. Hardy
Voting Yea: Vice Chair Dunsmore, J. Nasca, C. Rosenquist, T. Hardy

TABLED ITEMS: Minutes from August 24, 2026 Regular Selectboard Meeting, Facilities Use request, CHIP Policy

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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

Treasurer Payroll Report – Regular Selectboard Meeting – 09/28/2026

Payroll Check Date – 09/17/26
Cash Requirement - \$ 22,353.90
Weekly & Bi-weekly

Payroll Check Date – 9/24/26
Cash Requirement - \$ 20,227.24
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 _____

Town of Georgia

2026 Payroll Log

Section 5. Item #C.

Check Date	Weekly	Bi-weekly	Cash Requirement	Notes	Weekly Variance %	Weekly/Bi-Weekly Variance %
9/24/2026	x		20,227.24		2.043%	
9/17/2026	x	x	22,353.90			0.111%
9/10/2026	x		19,822.30		4.354%	
9/3/2026	x	x	22,329.17	small DTC pymt, less OT		6.341%
8/27/2026	x		18,995.29	lower bridge OT	-5.851%	
8/20/2026	x	x	20,997.67	lower bridge OT, election workers, low overall fire		-15.545%
8/13/2026	x		20,175.78	lower bridge OT	-5.086%	
8/6/2026	x	x	24,862.55	Bridge project OT, DTC payment		27.227%
7/30/2026	x		21,256.86	Bridge project OT	23.844%	
7/23/2026	x	x	19,541.87			-5.965%
7/16/2026	x		17,164.18	Hwy WC	-1.897%	
7/9/2026	x	x	20,781.47	Highway full staff		15.070%
7/2/2026	x		17,496.10	DTC payment, new dental, new VMERS	6.176%	
6/25/2026	x	x	18,059.87			-6.426%
6/18/2026	x		16,478.35	Library Director vacation payout	-14.387%	
6/11/2026	x	x	19,300.09			-9.599%
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		

09/24/26

Town of Georgia, Vermont Accounts Payable

Section 5. Item #D. 1

11:01 am

Check Warrant Report # 2639 Current Prior Next FY Invoices

Georgia Treasurer

For checks For Check Acct 01 (General Fund) 09/28/26 To 09/28/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ALLEGIANC	ALLEGIANCE TRUCKS	122048055:02 restrictor chalmers	291.88	0.00	291.88	5859	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	14L7N3FT6TYV car wash brush	64.52	0.00	64.52	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1J199J3QK7GQ books / supplies	473.89	0.00	473.89	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1LJ39YRGD1NF book	16.50	0.00	16.50	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1TJLVYYD1MGK return	-11.40	0.00	-11.40	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1VG4NQMYXNGX card case	9.99	0.00	9.99	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1VVGXDPT4DQV supplies	117.03	0.00	117.03	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1W4XLFT1TX1H book	15.95	0.00	15.95	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1WGHYPMNVY3 new employee supplies	58.01	0.00	58.01	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1WMCC7PP6WRD misc supplies	701.02	0.00	701.02	5860	09/28/26
		IT for the library					
		cleaning supplies for the library					
		GCEC Fall Fest items					
		admin supplies					
AMAZON	AMAZON CAPITAL SERVICES	1WQ4HWHRRP9P small trash bags	17.99	0.00	17.99	5860	09/28/26
AMAZON	AMAZON CAPITAL SERVICES	1YNJLGT97VG3 toilet paper	63.09	0.00	63.09	5860	09/28/26
APPLE	APPLE INC	09.29.26 extra storage	0.99	0.00	0.99 E	92801	09/28/26
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	15076 setup zoning	563.00	0.00	563.00	5861	09/28/26
		phones / laptops / emails					
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	15077 library updates & mat'ls	3193.75	0.00	3193.75	5861	09/28/26
		windows / driver updates for community room laptop					
		rebuilt patron computer					
		security precautions for patron computer					
		re-cabing					
		new access points					
		software / cables / panel / cabling materials					
		23 hours labor					
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	15086 library work & matls	1093.00	0.00	1093.00	5861	09/28/26
		migration to town IT system					
		redirected CANVA and Weebly					
		switches, access points					
BURLCOMM	BURLINGTON COMMUNICATIONS	BCS19125 radio installation	1024.28	0.00	1024.28	5862	09/28/26
CHEVALIER	CHEVALIER DRILLING CO., INC	101483 beach water testing	285.00	0.00	285.00	5863	09/28/26
CHEVALIER	CHEVALIER DRILLING CO., INC	101484 library water testing	325.00	0.00	325.00	5863	09/28/26
COMCAST	COMCAST	-7699 090226 old garage	87.22	0.00	87.22 E	92802	09/28/26
COMCASTB	COMCAST BUSINESS	07/27-08/26 GFD iPads	120.00	0.00	120.00 E	92803	09/28/26
FIDIUM	CONSOLIDATED COMMUNICATIONS	-3032 081826 beach internet	86.53	0.00	86.53	5864	09/28/26
PTCC	ELAN FINANCIAL SERVICES	217030 VT Bar notary	45.00	0.00	45.00	5865	09/28/26
		notary training - C Letourneau					
PTCC	ELAN FINANCIAL SERVICES	217700 VT Bar notary	45.00	0.00	45.00	5865	09/28/26
		notary training - L Hobart					
EXIT18	EXIT 18 EQUIPMENT	101983 impeller / spark plugs	183.70	0.00	183.70	5866	09/28/26
EXIT18	EXIT 18 EQUIPMENT	101984 air cleaner / parts	29.33	0.00	29.33	5866	09/28/26
WEBBFW	F W WEBB COMPANY	97122942 return surplus mat'l	-50.97	0.00	-50.97	5867	09/28/26
		from Invoice 96933872					
WEBBFW	F W WEBB COMPANY	97626832 road fabric	683.72	0.00	683.72	5867	09/28/26
FCSD	FRANKLIN COUNTY SHERIFF DEPART	608 AUG 2026 159.5 hours patrol	15897.37	0.00	15897.37	5868	09/28/26
GAP	GEORGIA AUTO PARTS LLP	46503 tubing	6.99	0.00	6.99	5869	09/28/26
GEO MARK	GEORGIA MARKET	669377 Fall Fest decor	114.35	0.00	114.35 E	92804	09/28/26
GMP	GREEN MOUNTAIN POWER CORPORATI	-0004 090826 beach	60.80	0.00	60.80	5870	09/28/26

09/24/26

11:01 am

Town of Georgia, Vermont Accounts Payable

Section 5. Item #D. 2

Check Warrant Report # 2639 Current Prior Next FY Invoices

Georgia Treasurer

For checks For Check Acct 01 (General Fund) 09/28/26 To 09/28/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
GMP	GREEN MOUNTAIN POWER CORPORATI	-1297 090826 town beach	37.32	0.00	37.32	5870	09/28/26
IBALLARD	ISABELLA BALLARD	2026-0923 Fall Fest pumpkins	100.00	0.00	100.00	5871	09/28/26
MAIN ST	MAIN STREET GRAPHICS, LLC	21392 Fall Fest banner	65.00	0.00	65.00	5872	09/28/26
MCCULLOUGH	MCCULLOUGH CRUSHING INC	128092 stone fill	15642.50	0.00	15642.50	5873	09/28/26
MCCULLOUGH	MCCULLOUGH CRUSHING INC	128266 stone	2293.00	0.00	2293.00	5873	09/28/26
		14 ton 5/8" - Mill River					
		22 ton 7" erosion stone - Mill River					
		14 ton 7" erosion stone - Mill River					
		56 ton rock fines - Skunk Hill / Pattee Hill					
MRS	MILTON RENTAL & SALES INC	1-678691-4 message boards	1540.00	0.00	1540.00	5874	09/28/26
MRS	MILTON RENTAL & SALES INC	1-681974 supplies	282.88	0.00	282.88	5874	09/28/26
		push broom					
		fiberglass tape					
		deck sprayer					
		3 gal sprayer					
NEDENT	NORTHEAST DELTA DENTAL	OCT 2026 monthly premium	552.66	0.00	552.66	5875	09/28/26
PACK	PACK-N-SHIP LONGWOOD	337952 ship mtg owls	44.32	0.00	44.32	E 92805	09/28/26
PAYCHEX	PAYCHEX	2026091501 41 tranx 1 delivery	309.68	0.00	309.68	E 92806	09/28/26
PAYCHEX	PAYCHEX	2026092101 21 tranx	187.97	0.00	187.97	E 92807	09/28/26
PESTPRO	PESTPRO, INC.	222571 monthly treatment	75.00	0.00	75.00	5876	09/28/26
PETE'S	PETE'S TIRE BARNS, INC	3700000271 8 tires	6097.52	0.00	6097.52	5877	09/28/26
SDIRELAND	S.D. IRELAND	550-26.01 mill river paving	21155.17	0.00	21155.17	5878	09/28/26
SHELBUR	SHELBURNE LIMESTONE CORPORATIO	24749 19.09 ton driveway mix	320.71	0.00	320.71	5879	09/28/26
ACE	ST ALBANS ACE HARDWARE LLC	117687/2 small parts	25.77	0.00	25.77	5880	09/28/26
OMG	ST ALBANS MESSENGER	466731 ordinance notice	103.05	0.00	103.05	5881	09/28/26
		indecenty ordinance					
ST A REC	ST ALBANS RECREATION DEPARTMEN	870 swim vouchers	2235.20	0.00	2235.20	5882	09/28/26
		68 @ \$4					
		6 @ \$5					
		2 @ \$1					
		88 @ \$8					
		1 @ \$79					
		2 @ \$145					
		1 @ \$165					
		1 @ \$490					
		admin fee - \$203.20					
UNIFIR	UNIFIRST CORPORATION	1080348521 07.08.26 uniforms	138.66	0.00	138.66	5883	09/28/26
UNIFIR	UNIFIRST CORPORATION	1080360319 09.15.26 uniforms	142.55	0.00	142.55	5883	09/28/26
UNTAPPED	UNTAPPED	W55131 maple UnTapped	64.00	0.00	64.00	5884	09/28/26
VERIZON W	VERIZON	6152466242 town phones	74.90	0.00	74.90	5885	09/28/26
VTAWARDS	VERMONT AWARDS & ENGRAVING, IN	94328 plaque engraving	70.00	0.00	70.00	5886	09/28/26
		added Bridget Stone to library plaque					
VST	VERMONT STATE TREASURER'S OFFI	5/1-8/31/26 dog licenses	771.00	0.00	771.00	5887	09/28/26
VOSKER	VOSKER	W5362099 monthly subscription	15.00	0.00	15.00	E 92808	09/28/26
		cell service for cameras at Russell Green					
WBMASON	W.B. MASON CO., INC.	264260495 water cooler rental	3.69	0.00	3.69	5888	09/28/26
CRWOODS	WOOD'S CRW CORP	R10603 SD45B compactor	1500.00	0.00	1500.00	5889	09/28/26
CRWOODS	WOOD'S CRW CORP	R10604 SD75B compactor	1500.00	0.00	1500.00	5889	09/28/26
CRWOODS	WOOD'S CRW CORP	R10613 SD45B compactor	1500.00	0.00	1500.00	5889	09/28/26
CRWOODS	WOOD'S CRW CORP	R10614 SD75B compactor	1500.00	0.00	1500.00	5889	09/28/26

09/24/26

11:01 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2639 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 09/28/26 To 09/28/26

Section 5. Item #D. 3

Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
CRWOODS	WOOD'S CRW CORP	R10622	SD45B compactor	700.00	0.00	700.00	5889 09/28/26
CRWOODS	WOOD'S CRW CORP	R10624	SD75B compactor	1300.00	0.00	1300.00	5889 09/28/26
CRWOODS	WOOD'S CRW CORP	R10639	SD45B compactor	-700.00	0.00	-700.00	5889 09/28/26
CRWOODS	WOOD'S CRW CORP	R10655	rental return	-1300.00	0.00	-1300.00	5889 09/28/26
WORKING	WORKING DOG SEPTIC SERVICE, IN 45676		Fall Fest porta potties	1030.00	0.00	1030.00	5890 09/28/26
Report Total			84,990.08	0.00	84,990.08		

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 \$ ****84,990.08 Let this be your order for the payments of these amounts.

 Kellie Bosenberg - Chair

 Brian Dunsmore - Vice Chair

 Carl Rosenquist

 Judith Nasca

 Tammy Hardy

09/24/26
10:48 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 10/17/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
ALLEGIANC ALLEGIANCE TRUCKS		122048055:02		09/02/26	10/10/26	01	restrictor chalmers		
		1-7-10-30-62.75	2013 International Repair				291.88	0.00	0.00
AMAZON	AMAZON CAPITAL SERVICES	14L7N3FT6TYV		09/08/26	10/08/26	01	car wash brush		
		1-7-05-36-63.05	GFD Truck/App Repairs				64.52	0.00	0.00
		1J199J3QK7GQ		09/13/26	10/13/26	01	books / supplies		
		1-7-05-70-22.00	Library Supplies				29.99	0.00	0.00
		1-7-05-70-22.05	Library Adult Books				315.11	0.00	0.00
		1-7-05-70-22.25	Young Adult Books				45.20	0.00	0.00
		1-7-05-70-22.10	Library Childrens Books				83.59	0.00	0.00
Invoice 1J199J3QK7GQ Total							473.89	0.00	0.00
		1LJ39YRGD1NF		09/06/26	10/06/26	01	book		
		1-7-05-70-22.05	Library Adult Books				16.50	0.00	0.00
		1TJLVYYD1MGK		09/22/26	10/13/26	01	return		
		1-7-05-70-22.05	Library Adult Books				-11.40	0.00	0.00
		1VG4NQMYXNGX		09/11/26	10/11/26	01	card case		
		1-7-05-70-22.00	Library Supplies				9.99	0.00	0.00
		1VVGXDPT4DQV		09/07/26	10/07/26	01	supplies		
		1-7-05-70-22.00	Library Supplies				47.63	0.00	0.00
		1-7-05-70-44.05	Library Educational Progr				69.40	0.00	0.00
Invoice 1VVGXDPT4DQV Total							117.03	0.00	0.00
		1W4XLFT1TX1H		07/15/26	08/14/26	01	book		
		1-7-05-70-22.05	Library Adult Books				15.95	0.00	0.00
		1WGHYPMNVTY3		09/11/26	10/11/26	01	new employee supplies		
		1-7-05-20-22.00	Admin Office Supplies				58.01	0.00	0.00
		1WMCC7PP6WRD		09/14/26	10/14/26	01	misc supplies		
		1-7-05-20-22.00	Admin Office Supplies				62.43	0.00	0.00
		1-7-02-20-52.10	Admin Prchse-Impact Fees				224.49	0.00	0.00
		1-7-05-65-64.00	Parks/Rec Community Event				226.65	0.00	0.00
		1-7-05-70-22.00	Library Supplies				187.45	0.00	0.00
Invoice 1WMCC7PP6WRD Total							701.02	0.00	0.00
		1WQ4HWHRRP9P		09/14/26	10/14/26	01	small trash bags		
		1-7-05-28-45.60	Janitorial Supply/Svs.				17.99	0.00	0.00
		1YNJLGT97VG3		09/17/26	10/17/26	01	toilet paper		
		1-7-05-28-45.60	Janitorial Supply/Svs.				63.09	0.00	0.00
Total For AMAZON CAPITAL SERVICES							1,526.59	0.00	0.00

09/24/26
10:48 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 10/17/26

Section 5. Item #D.

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GeorgiaTreasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
APPLE	APPLE INC	* 09.29.26		09/29/26	09/29/26	01	extra storage		
		1-7-05-28-30.70	New Hwy Garage Utilities				0.99	0.00	0.00
BOUCHOME	BOUCHARD HOME & OFFICE	15076		09/17/26	10/07/26	01	setup zoning		
		1-7-05-20-44.11	IT Labor Services				563.00	0.00	0.00
		15077		09/17/26	10/07/26	01	library updates & mat'ls		
		1-7-05-70-22.36	Library Tech Support				3,193.75	0.00	0.00
		15086		09/18/26	10/08/26	01	library work & mat'ls		
		1-7-05-70-22.36	Library Tech Support				1,093.00	0.00	0.00
Total For BOUCHARD HOME & OFFICE SERVICES, LLC							4,849.75	0.00	0.00
BURLCOMM	BURLINGTON COMMUNICATIO	BCS19125		09/15/26	10/15/26	01	radio installation		
		1-7-10-30-62.00	Hwy Parts & Supplies				1,024.28	0.00	0.00
CHEVALIER	CHEVALIER DRILLING CO.,	101483		06/04/26	06/14/26	01	beach water testing		
		1-7-05-28-45.20	Town Beach Bldg. Maint				285.00	0.00	0.00
		101484		06/04/26	06/14/26	01	library water testing		
		1-7-05-28-45.30	Library Building Maint.				325.00	0.00	0.00
Total For CHEVALIER DRILLING CO., INC							610.00	0.00	0.00
COMCAST	COMCAST	* 7699 090226		09/02/26	09/27/26	01	old garage		
		1-7-05-28-30.35	Old Hwy Garage Utilities				87.22	0.00	0.00
COMCASTB	COMCAST BUSINESS	* 07/27-08/26		09/16/26	09/16/26	01	GFD iPads		
		1-7-05-36-52.40	GFD Computer/Office Suppl				120.00	0.00	0.00
FIDIUM	CONSOLIDATED COMMUNICAT	-3032 081826		08/18/26	09/15/26	01	beach internet		
		1-7-05-28-30.20	Town Beach Utilities				86.53	0.00	0.00
PTCC	ELAN FINANCIAL SERVICES	217030		09/08/26	09/08/26	01	VT Bar notary		
		1-7-05-20-44.00	Admin Training				45.00	0.00	0.00
		217700		09/09/26	09/09/26	01	VT Bar notary		
		1-7-05-20-44.00	Admin Training				45.00	0.00	0.00
Total For ELAN FINANCIAL SERVICES							90.00	0.00	0.00
EXIT18	EXIT 18 EQUIPMENT	101983		09/18/26	09/28/26	01	impeller / spark plugs		
		1-7-10-30-62.00	Hwy Parts & Supplies				183.70	0.00	0.00
		101984		09/15/26	09/25/26	01	air cleaner / parts		
		1-7-10-30-62.00	Hwy Parts & Supplies				29.33	0.00	0.00

09/24/26

Town of Georgia, Vermont Accounts Payable

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10:48 am

Invoice Edit List-Current-Last-Next FY

GeorgiaTreasurer

Invoices Up To 10/17/26

Vendor	Man/ Invoice DirPay Number	Purchase Invoice Order Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
Total For EXIT 18 EQUIPMENT					213.03	0.00	0.00
WEBBFW	F W WEBB COMPANY	97122942	07/28/26	07/28/26 01	return surplus mat'l		
		1-7-10-30-62.00	Hwy Parts & Supplies		-50.97	0.00	0.00
		97626832	09/01/26	10/01/26 01	road fabric		
		N-7-05-20-00.20	Mill River Bridge Expense		683.72	0.00	0.00
Total For F W WEBB COMPANY					632.75	0.00	0.00
FCSD	FRANKLIN COUNTY SHERIFF	608 AUG 2026	09/08/26	10/08/26 01	159.5 hours patrol		
		1-7-05-30-45.05	Law Enforcement		15,897.37	0.00	0.00
GAP	GEORGIA AUTO PARTS LLP	46503	09/11/26	10/11/26 01	tubing		
		1-7-05-36-63.05	GFD Truck/App Repairs		6.99	0.00	0.00
GEO MARK	GEORGIA MARKET	* 669377	09/11/26	09/11/26 01	Fall Fest decor		
		1-7-05-65-64.00	Parks/Rec Community Event		114.35	0.00	0.00
GMP	GREEN MOUNTAIN POWER CO	-0004 090826	09/08/26	10/05/26 01	beach		
		1-7-05-28-30.20	Town Beach Utilities		60.80	0.00	0.00
		-1297 090826	09/08/26	10/05/26 01	town beach		
		1-7-05-28-30.20	Town Beach Utilities		37.32	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION					98.12	0.00	0.00
IBALLARD	ISABELLA BALLARD	2026-0923	09/23/26	09/23/26 01	Fall Fest pumpkins		
		1-7-05-65-64.00	Parks/Rec Community Event		100.00	0.00	0.00
MAIN ST	MAIN STREET GRAPHICS, L	21392	09/11/26	09/11/26 01	Fall Fest banner		
		1-7-05-65-64.00	Parks/Rec Community Event		65.00	0.00	0.00
MCCULLOUGH	MCCULLOUGH CRUSHING INC	128092	09/08/26	10/08/26 01	stone fill		
		N-7-05-20-00.20	Mill River Bridge Expense		15,642.50	0.00	0.00
		128266	09/14/26	10/14/26 01	stone		
		1-7-10-05-55.20	Processed Aggregate		1,260.00	0.00	0.00
		N-7-05-20-00.20	Mill River Bridge Expense		1,033.00	0.00	0.00
Invoice 128266 Total					2,293.00	0.00	0.00
Total For MCCULLOUGH CRUSHING INC					17,935.50	0.00	0.00
MRS	MILTON RENTAL & SALES I	1-678691-4	09/17/26	10/17/26 01	message boards		
		N-7-05-20-00.20	Mill River Bridge Expense		1,540.00	0.00	0.00

09/24/26
10:48 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 10/17/26

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		1-681974		09/17/26	10/17/26	01	supplies		
		1-7-10-30-62.00	Hwy Parts & Supplies				282.88	0.00	0.00
Total For MILTON RENTAL & SALES INC							1,822.88	0.00	0.00
=====									
NEDENT	NORTHEAST DELTA DENTAL	OCT 2026		09/15/26	10/01/26	01	monthly premium		
		1-2-00-05-10.35	Dental Withholding				167.80	0.00	0.00
		1-7-05-05-10.25	Gen Gov Insurance Dental				82.42	0.00	0.00
		1-7-05-10-10.20	Clerks Office Ins. Dental				41.21	0.00	0.00
		1-7-05-15-10.05	Treasurer Ins. Dental				41.21	0.00	0.00
		1-7-05-28-10.06	Public Works Ins. Dental				49.46	0.00	0.00
		1-7-05-36-10.19	Fire & Rescue Ins. Dental				41.21	0.00	0.00
		1-7-10-05-10.14	Highway Ins Dental				129.35	0.00	0.00
Invoice OCT 2026 Total							552.66	0.00	0.00
PACK	PACK-N-SHIP LONGWOOD	* 337952		09/02/26	09/02/26	01	ship mtg owls		
		1-7-05-20-21.00	Admin Postage				44.32	0.00	0.00
PAYCHEX	PAYCHEX	* 2026091501		09/15/26	09/17/26	01	41 tranx 1 delivery		
		1-7-05-05-45.00	Admin Contracted Services				309.68	0.00	0.00
		* 2026092101		09/21/26	09/24/26	01	21 tranx		
		1-7-05-05-45.00	Admin Contracted Services				187.97	0.00	0.00
Total For PAYCHEX							497.65	0.00	0.00
=====									
PESTPRO	PESTPRO, INC.	222571		09/16/26	09/16/26	01	monthly treatment		
		1-7-05-28-45.50	Town Hall Building Maint.				75.00	0.00	0.00
PETE'S	PETE'S TIRE BARNS, INC	3700000271		09/16/26	10/10/26	01	8 tires		
		1-7-10-30-62.60	2020 Tandem Repairs				6,097.52	0.00	0.00
SDIRELAND	S.D. IRELAND	550-26.01		09/11/26	10/10/26	01	mill river paving		
		N-7-05-20-00.20	Mill River Bridge Expense				21,155.17	0.00	0.00
SHELBUR	SHELBURNE LIMESTONE COR	24749		09/12/26	10/12/26	01	19.09 ton driveway mix		
		N-7-05-20-00.20	Mill River Bridge Expense				320.71	0.00	0.00
ACE	ST ALBANS ACE HARDWARE	117687/2		09/15/26	10/15/26	01	small parts		
		1-7-05-70-22.00	Library Supplies				25.77	0.00	0.00
OMG	ST ALBANS MESSENGER	466731		09/15/26	10/05/26	01	ordinance notice		
		1-7-05-20-25.00	Printing/Publishing				103.05	0.00	0.00
ST A REC	ST ALBANS RECREATION DE	870		09/18/26	09/18/26	01	swim vouchers		
		1-7-05-65-22.05	Recreation Pool Exp.				2,235.20	0.00	0.00

09/24/26
10:48 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 10/17/26

Section 5. Item #D.

Page 5 of 6
GeorgiaTreasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
UNIFIR	UNIFIRST CORPORATION	1080348521		07/08/26	08/07/26	01	07.08.26 uniforms		
		1-7-10-40-18.00	Highway Uniforms/Boots				138.66	0.00	0.00
		1080360319		09/15/26	10/15/26	01	09.15.26 uniforms		
		1-7-10-40-18.00	Highway Uniforms/Boots				142.55	0.00	0.00
Total For UNIFIRST CORPORATION							281.21	0.00	0.00
							=====	=====	=====
UNTAPPED	UNTAPPED	W55131		09/11/26	10/11/26	01	maple UnTapped		
		1-7-05-36-22.05	Fire & Rescue Medical Sup				64.00	0.00	0.00
VERIZON W	VERIZON	6152466242		09/01/26	09/23/26	01	town phones		
		1-7-05-28-30.25	Fire & Rescue Utilities				37.45	0.00	0.00
		1-7-05-28-30.70	New Hwy Garage Utilities				37.45	0.00	0.00
Invoice 6152466242 Total							74.90	0.00	0.00
VTAWARDS	VERMONT AWARDS & ENGRAV	94328		09/10/26	10/10/26	01	plaque engraving		
		1-7-05-70-99.00	Library Misc Expense				70.00	0.00	0.00
VST	VERMONT STATE TREASURER	5/1-8/31/26		09/16/26	09/16/26	01	dog licenses		
		1-2-40-20-10.05	State Of VT Dog Licenses				771.00	0.00	0.00
VOSKER	VOSKER	* W5362099		09/22/26	09/22/26	01	monthly subscription		
		1-7-05-20-44.07	Computer Software & Licen				15.00	0.00	0.00
WBMASON	W.B. MASON CO., INC.	264260495		09/03/26	10/03/26	01	water cooler rental		
		1-7-10-30-55.10	Hwy Office Supplies				3.69	0.00	0.00
CRWOODS	WOOD'S CRW CORP	R10603		08/19/26	08/25/26	01	SD45B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				1,500.00	0.00	0.00
		R10604		08/19/26	08/25/26	01	SD75B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				1,500.00	0.00	0.00
		R10613		08/27/26	09/01/26	01	SD45B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				1,500.00	0.00	0.00
		R10614		08/27/26	09/01/26	01	SD75B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				1,500.00	0.00	0.00
		R10622		09/02/26	09/15/26	01	SD45B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				700.00	0.00	0.00
		R10624		09/02/26	09/15/26	01	SD75B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				1,300.00	0.00	0.00
		R10639		09/09/26	09/09/26	01	SD45B compactor		
		N-7-05-20-00.20	Mill River Bridge Expense				-700.00	0.00	0.00

09/24/26

10:48 am

Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

Invoices Up To 10/17/26

Page 6 of 6

GeorgiaTreasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		R10655		09/17/26	09/17/26	01 rental return			
		N-7-05-20-00.20	Mill River Bridge Expense				-1,300.00	0.00	0.00
Total For WOOD'S CRW CORP							6,000.00	0.00	0.00
							=====	=====	=====
WORKING WORKING DOG SEPTIC SERV		45676		09/15/26	09/15/26	01 Fall Fest porta potties			
		1-7-05-65-64.00	Parks/Rec Community Event				1,030.00	0.00	0.00
							=====	=====	=====
Report Grand Total							84,990.08	0.00	0.00
							=====	=====	=====

Fund Totals	Expenditures	Dis-Encumbrance
1	38,614.98	0.00
N	46,375.10	0.00
	84,990.08	0.00



FRANKLIN COUNTY
SHERIFF

John Grismore
Sheriff

387 Lake Road
P.O. Box 367
St. Albans, Vermont 05478
(802) 524-2121 – Office
(802) 524-7947 – Fax

Captain Chad Miles
Chief Deputy

Tina Ploof
Business Manager

Crystal Forcier
Office Manager

DATE: 09/15/2026
TO: Doug Bergstrom, Town Administrator, Town of Georgia
FROM: John Grismore, Sheriff
RE: August Monthly Reporting

August Notes:

August was the busiest month thus far. We logged a staggering 100 incidents for 159.5 hours worked. This equates to .63 incidents per hour worked (the second highest ratio reported thus far). We conducted 61 traffic stops resulting in the issuance of 73 warnings and 18 tickets. Speeding (35) was the highest reported traffic violation.

This month we logged 14 Directed Patrols designed to provide high visibility traffic enforcement – largely in response to issues surfaced by the public and/or town.

Issues of theft, assault and general quality of life issues continue to be low.

Notable Incidents:

26FRC001774 – Excessive Speed. Operator, Jaydn Morgan, traveling on Sodom Road at 67 miles per hour in a posted 35.

Forward Looking:

We will continue to remain active with traffic enforcement activities. Additionally, deputies have been asked to spend time around GEMS during high traffic times to ensure safety.

Report Summary:

Section 7. Item #A.

	March	April	May	June	July	August
Total Hours Worked	80	81.5	79.5	81	207	159.5
Total Incidents	41	44	47	37	87	100
Incidents Per Hour Worked	0.51	0.54	0.59	0.46	0.42	0.63
Total Drug Involvements	0	0	0	0	0	0
Total Arrest Charges	1	8	4	3	3	3
Total Traffic Stops	23	31	25	21	59	61
Total Directed Patrols	4	3	7	2	4	14
Total Warnings Issued	22	23	22	10	73	73
Total Tickets Issued	13	16	22	16	30	18

Incident Data:

Traffic Stop	61
Directed Patrol	14
Suspicious Event	3
Assist - Agency	2
Assist - Public	2
Juvenile Problem	2
Mental Health	2
Threats/Harassment	2
VIN verification	2
Accident - Property damage only	1
ATV Incident	1
Community Policing	1
Death Investigation	1
DLS	1
Domestic Disturbance/Assault	1
Excessive Speed	1
Theft	1
Trespass	1
Unsecure Premise	1

Arrest Data:

Driving with a Criminally Suspended License	2
Excessive Speed	1

Motor Vehicle Enforcement Data:

SL2 - 11-20 MPH Over Speed Limit	9
VNI - Vehicle Not Inspected Within 15 Days Of Vt. Registration	9
BR - 11-20 MPH Over Speed Limit	8
NR - Persons Required To Register	8
S02 - 11-20 MPH Over Speed Limit	8
FYY - Stop Sign	7

INS - Operating Without Liability Insurance

DP - Failed To Display Front Registration Plate

CEL - Using Portable Electronic Device Outside Work or School Zone 1st violation

DEF - Condition Of Vehicle

NL - Operating Without A License

SL1 - 1-10 MPH Over Speed Limit

ISL - 11-20 MPH Over Speed Limit

LBR - 21-30 MPH over speed limit - Local

Obstructing Windshields 23 VSA 1125

PNA - Misuse Of Number Plates

ATF - Operation Along Public Highway

DLT - Driving On Roadways Laned For Traffic

DP2 - Failed to Display Rear Registration Plate or Failed to Display Both Registration Plates

FYL - Vehicle Turning Left

IRV - Interstate Highway Regulations

MOV - Failing to Move Over for Emergency Vehicle

NH - Motorcycles- Headgear

NLP - Learner's Permit Violation

RNL - Restricted License

S00 - 1-10 MPH Over Speed Limit

S03 - 21-30 MPH Over Speed Limit

SL4 - 31 Or More MPH Over Speed Limit

VO - Ordinances In Municipalities

Section 7. Item #A.

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Community Correspondence:

Date	Mode	Contact Name	Information/Concern	Action(s) Taken
08/13/26	In Person	Mike Gregoire	Mike wanted to speak to the Sheriff about an ongoing issue with his neighbor across the road. Apparently, the person of interest has been operating a dirt bike along Polly Hubbard Road.	Contact was made with the POI, and the behavior has been corrected.



FRANKLIN COUNTY **SHERIFF**

ACTIVITY REPORT - AUGUST 2026

Date / Time	Incident Type	Town
8/5/2026 9:40	Traffic Stop	864 Ethan Allen Hwy
8/5/2026 10:45	Directed Patrol	4416 Ethan Allen Hwy
8/5/2026 12:28	Traffic Stop	1484 Sandy Birch Rd
8/5/2026 15:47	Traffic Stop	5420 Georgia Shore Rd
8/6/2026 10:59	Directed Patrol	Ethan Allen Hwy / Elementary School
8/6/2026 11:07	Traffic Stop	4848 Ethan Allen Hwy
8/6/2026 11:42	Traffic Stop	2175 Ethan Allen Hwy
8/6/2026 11:57	Trespass	1697 Ethan Allen Hwy
8/7/2026 9:48	Traffic Stop	Ethan Allen Hgwy / Georgia School
8/7/2026 9:51	Directed Patrol	Ethan Allen Hgwy / Georgia School
8/7/2026 11:03	Domestic Disturbance/Assault	230 Lake Brook Dr
8/7/2026 15:20	Accident - Property damage only	672 Bronson Rd
8/9/2026 19:12	Directed Patrol	4416 Ethan Allen Hwy
8/9/2026 19:24	Traffic Stop	Ethan Allen Hwy / Georgia School
8/9/2026 19:49	Traffic Stop	Ethan Allen Hwy / Meadow Wood Dr
8/9/2026 19:53	Juvenile Problem	332 Cedarwood Ter
8/9/2026 22:02	Traffic Stop	Highbridge Rd / Arrow Head Lake Rd
8/9/2026 22:15	Traffic Stop	High Bridge rd / Arrow head lake rd
8/9/2026 23:02	Directed Patrol	Georgia Shore Rd
8/11/2026 10:14	DLS	Ethan Allen Hwy / Maplefields
8/11/2026 17:38	Traffic Stop	Highbridge Rd / Skunk Hill Rd
8/11/2026 17:54	Traffic Stop	Ethan Allen Hwy / Exit 18
8/11/2026 18:02	Traffic Stop	Ethan Allen Hwy / Dee Rd
8/11/2026 18:16	Traffic Stop	Ethan Allen Hwy / Skunk Hill Rd
8/11/2026 18:32	Traffic Stop	Ethan Allen Hwy / Polly Hubbard Rd
8/11/2026 18:39	Traffic Stop	Ethan Allen Hwy / Dewey Rd
8/12/2026 1:00	Directed Patrol	Manor Dr
8/12/2026 10:20	Traffic Stop	Ethan Allen Hwy / Heritage Dr
8/13/2026 11:16	ATV Incident	3015 Polly Hubbard Rd
8/13/2026 11:28	Traffic Stop	Ethan Allen Hwy / Dee Rd
8/13/2026 12:44	Traffic Stop	Georgia Shore Rd / Rock Island Rd
8/13/2026 13:09	VIN verification	2715 Ethan Allen Hwy
8/14/2026 19:05	Threats/Harassment	1207 Ethan Alllen Hwy
8/14/2026 21:20	Directed Patrol	Ballard Rd
8/14/2026 21:43	Directed Patrol	Polly Hubbard Rd
8/14/2026 22:00	Traffic Stop	Ethan Allen Hwy / Highbridge Rd
8/14/2026 23:32	Traffic Stop	Ethan Allen Hwy / Georgia School
8/14/2026 23:59	Directed Patrol	Georgia Shore Rd

Date / Time	Incident Type	Location
8/15/2026 19:59	Assist - Public	2990 Polly Hubbard Rd
8/15/2026 20:30	Traffic Stop	Woods hollow rd / Old stage rd
8/15/2026 20:45	Traffic Stop	Ethan Allen Hwy / Ballard Rd
8/15/2026 21:24	Traffic Stop	Highbridge Rd / Skunk Hill Rd
8/15/2026 21:39	Traffic Stop	Highbridge Rd / Boat launch
8/15/2026 23:02	Juvenile Problem	2665 Oakland Station Rd
8/16/2026 18:21	Traffic Stop	Highbridge Rd / Arrow Head Lake Rd
8/16/2026 18:37	Traffic Stop	Ethan Allen Hwy / Georgia Market
8/16/2026 19:08	Assist - Agency	Bullock Rd
8/16/2026 19:25	Traffic Stop	4416 Ethan Allen Hwy
8/16/2026 19:50	Traffic Stop	Ethan Allen Hwy / Highbridge Rd
8/16/2026 20:03	Traffic Stop	Ethan Allen Hwy / Skunk Hill Rd
8/16/2026 20:57	Assist - Public	384 Georgia Shore Rd
8/16/2026 22:15	Traffic Stop	Ethan Allen Hwy / Dee Rd
8/16/2026 22:48	Traffic Stop	Ethan Allen Hwy / Conger Rd
8/17/2026 9:38	Death Investigation	667 Sandy Birch Rd
8/17/2026 15:26	Suspicious Event	38 Hibbard Rd
8/17/2026 23:00	Traffic Stop	189 Nb Mm 111.6
8/18/2026 14:58	Traffic Stop	Georgia Shore Rd
8/19/2026 11:00	Traffic Stop	Ballard Rd / Ethan Allen Hwy
8/19/2026 11:13	Directed Patrol	Ethan Allen Hwy / Georgia School
8/19/2026 12:14	VIN verification	2715 Ethan Allen Hwy
8/19/2026 12:14	Traffic Stop	Ethan Allen Hwy / Library
8/21/2026 8:01	Traffic Stop	Ethan Allen Highway/ Town Common Rd
8/21/2026 8:16	Traffic Stop	Ethan Allen Hwy / Mountain View Dr
8/21/2026 9:01	Traffic Stop	Ethan Allen Hwy / Georgia Elementary School
8/21/2026 12:30	Community Policing	4376 Ethan Allen Hwy
8/21/2026 13:07	Traffic Stop	Ballard Rd / Ethan Allen Hwy
8/21/2026 13:49	Traffic Stop	3293 Ethan Allen Hwy
8/21/2026 22:56	Traffic Stop	189 SB / Georgia Rest Area
8/21/2026 23:06	Traffic Stop	189 Sb #108.2
8/22/2026 16:34	Directed Patrol	Georgia Beach
8/22/2026 17:08	Directed Patrol	Ethan Allen Hwy / School
8/22/2026 17:18	Traffic Stop	Ethan Allen Hwy / Georgia School
8/22/2026 17:45	Traffic Stop	Ethan Allen Hwy / Georgia School
8/22/2026 19:41	Traffic Stop	Ballard Rd / Waller Rd
8/22/2026 21:15	Traffic Stop	Ethan Allen Hwy / Library
8/22/2026 21:32	Mental Health	543 Ethan Allen Hwy
8/22/2026 21:40	Traffic Stop	Vt Route 104a
8/24/2026 11:43	Theft	40 Morse Dr
8/26/2026 10:17	Traffic Stop	Ethan Allen Hwy / Maplefields
8/27/2026 18:48	Traffic Stop	Ethan Allen Hwy / Polly Hubbard Rd
8/27/2026 19:05	Traffic Stop	4497 Highbridge Rd
8/27/2026 19:46	Excessive Speed	Ballard Rd / Sodom Rd
8/27/2026 22:01	Traffic Stop	1207 Ethan Allen Hwy
8/27/2026 22:40	Traffic Stop	Highbridge Rd / Ethan Allen Highway
8/27/2026 23:00	Mental Health	3199 Highbridge Rd

Date / Time	Incident Type	Location
8/28/2026 0:59	Suspicious Event	1207 Ethan Allen Hwy
8/28/2026 17:39	Traffic Stop	VT RT 7 / Mill River
8/28/2026 17:54	Traffic Stop	Ethan Allen Hwy / Mill River Rd
8/28/2026 18:55	Traffic Stop	VT RT 7 / Town Common Rd N
8/28/2026 19:12	Threats/Harassment	2990 Polly Hubbard Rd
8/28/2026 20:10	Assist - Agency	1769 Mill River Rd
8/28/2026 22:34	Traffic Stop	VT Rt 7 / Fire Station
8/29/2026 18:36	Traffic Stop	Ballard Rd / Sodom Rd
8/29/2026 18:47	Traffic Stop	Ethan Allen Hwy / Ballard Rd
8/29/2026 19:08	Traffic Stop	Ethan Allen Hwy / Ballard Rd
8/29/2026 19:53	Traffic Stop	Ethan Allen Hwy / Reynolds Rd
8/29/2026 19:56	Suspicious Event	1207 Ethan Allen Hwy
8/29/2026 20:49	Directed Patrol	Ballard Rd
8/29/2026 21:29	Directed Patrol	Industrial Park Rd
8/29/2026 21:59	Unsecure Premise	4416 Ethan Allen Hwy

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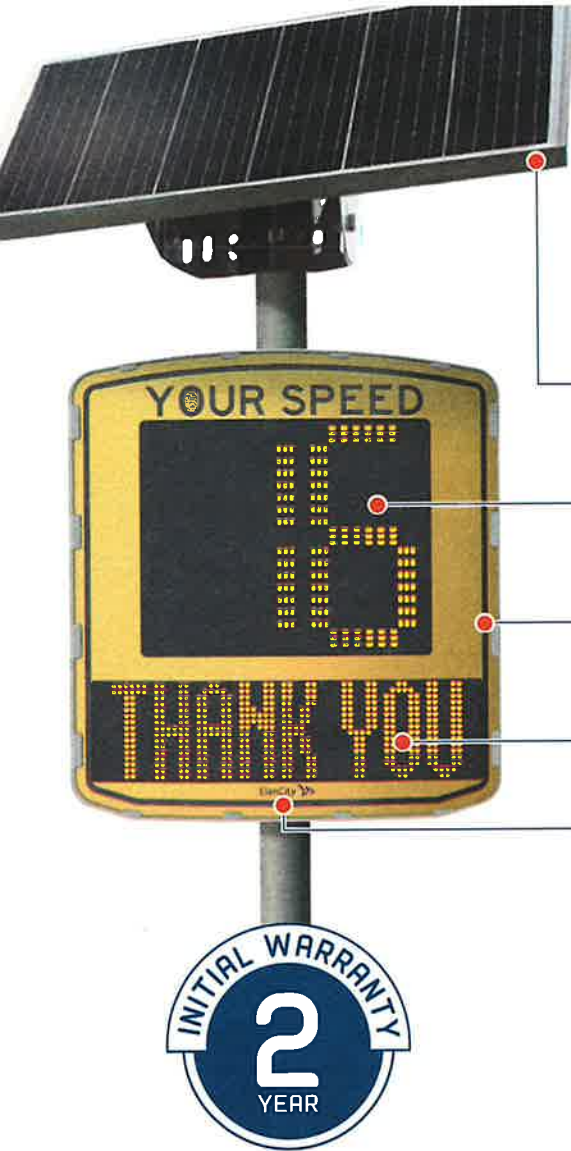
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Scouting America Fire Station Meeting Room Use

From Nate Couture <natecouture@comcast.net>

Date Wed 9/16/2026 7:49 PM

To Georgia Town Administrator <administrator@townofgeorgia.com>

You don't often get email from natecouture@comcast.net. [Learn why this is important](#)

Dear Selectboard Members,

I am writing on behalf of Georgia's Scouting America Troop, Troop 42, as I have recently stepped into the role of Scoutmaster.

Last year, the Town graciously allowed Troop 42 to utilize the meeting room at the Fire Station for our weekly Sunday evening meetings (6:00 PM – 7:30 PM) with a waiver of the facility fee. As we prepare for the upcoming Scouting year, we are hopeful the Selectboard will consider extending that generosity to support our local youth programs.

In return, I would like to offer myself as a point of contact for any opportunities for the Troop to support the Town. If there are service projects, event support, or conservation efforts throughout the year where our Scouts can lend a hand, please let me know.

Thank you for your continued support of Troop 42 and our community's youth.

Sincerely,

Nate Couture

Scoutmaster, Troop 42

(802) 343-2308 | natecouture@comcast.net

STORMWATER SYSTEM MAINTENANCE AGREEMENT

THIS AGREEMENT is made and entered into this day of _____ >
2023, (the “Effective Date”) by and between FOREST GLEN HOMEOWNERS
ASSOCIATION, INC., a non-profit Vermont corporation with a place of business in the
Town of Georgia, County of Franklin and State of Vermont (the “Forest Glen HOA”);
HIDDEN WOODS HOMEOWNERS ASSOCIATION, INC., a non-profit Vermont
corporation with a place of business in the Town of Georgia, County of Franklin and State of
Vermont; (the “Hidden Woods HOA” and collectively with Forest Glen HOA, the
“Associations” herein) and the TOWN OF GEORGIA, a Vermont municipality in the County
of Franklin and State of Vermont, acting by and through its Selectboard (the “Town” herein)
(collectively, the “Parties”).

WHEREAS, the Associations are comprised of the owners of certain real property and
improvements thereon known as the Forest Glen and Hidden Woods subdivisions, so-called,
which comprise of 55 acres of land, more or less, located off Woods Hollow Drive (Town
Highway #75) and Ledgewood Lane (Town Highway #76), in the Town of Georgia, Vermont
(hereinafter the “Subdivisions”), which are shown on a two-sheet survey plat entitled, “Plan
of Lands of Forest Glen, Old Stage Road, Georgia, Vermont, A Common Interest Ownership
Community, Phase I” Sheet Nos. 19 and 20, both dated December 12, 2003, prepared by
Lamoureux & Dickinson Consulting Engineers, Inc., and of record at Map Slide 83, Map #
577A and #577B of the Town of Georgia Land Records and on a survey plat entitled, “Plan of
Lands of Stuart Homes, Inc., Old Stage Road, Georgia, Vermont, Subdivision Plat,” Sheet
No.

18, dated April 16, 2002, last revised December 2, 2005, and recorded in Map Slide 130 of the Town of Georgia Land Records (the "Plats"); and

WHEREAS, on ~~March 24, 2025~~January 2, 2018, the Vermont Agency of Natural Resources ("Agency" herein) issued stormwater Permit No. 5472*90~~540.1R~~, (the "90~~540~~ Permit") authorizing a discharge of stormwater runoff from the impervious surfaces of the Subdivision, including its roads, parking areas and roofs, to an unnamed tributary of Stone Bridge Brook! and

WHEREAS, the 90~~540~~ Permit was necessary in order to construct the Subdivision and required construction and maintenance of certain improvements within the Subdivision to manage the discharge of stormwater, as shown on a site plan entitled "Overall Site Area Plan, Fuller Property, Old Stage Road, Georgia, Vermont," ~~Sheet No. 1~~, dated ~~November 11, March 22, 2024~~2022, prepared by ~~Krebs and Lansing Lamoureux & Dickinson~~ Consulting Engineers, Inc., and on file with the Town of Georgia. Said improvements within the Subdivision that manage the discharge of stormwater are referred to herein as the "Stormwater System"; and

WHEREAS, the Town has accepted ownership of portions of the Subdivision, comprised of roadway right-of-way known as Woods Hollow Drive and a portion of Ledgewood Lane as evidenced by the Warranty Deed of Stuart Homes, Inc., to the Town, dated August 9, 2004, and recorded in Book 187, Page 96 of the Town of Georgia Land Records (Woods Hollow Drive), and by the Warranty Deed of Stuart Homes, Inc., to the Town, dated August 9, 2004, and recorded in Book 207, Page 586 of the Town of Georgia Land Records (for a portion of Ledgewood Lane); and

WHEREAS, there is approximately 5.796.49 acres of impervious surface area draining

to and through the Stormwater System that is covered by the 90~~5~~10 Permit.' and

WHEREAS, upon acceptance of the right-of-way for Woods Hollow Drive and Ledgewood Lane, the Town acquired approximately 1.912.0 acres of impervious surface area within the area covered by the Permit, which is thirty-~~three and eight tenths~~ percent (3~~30.8~~%) of the total 90~~5~~10 Permit area! and

WHEREAS, the Associations own approximately 3.884.49 acres of impervious surface area within the area covered by the Permit, which is sixty-~~seventy nine and two tenths~~ percent (6~~79.2~~%) of the total 90~~5~~10 Permit area with the Forest Glen HOA owning approximately 1.972.33 acres of impervious surface area within the area covered by the Permit, which is thirty-~~four five and nine tenths~~ percent (3~~45.9~~%) of the total 90~~5~~10 Permit area, and with the Hidden Woods HOA owning approximately 1.912.16 acres of impervious surface area within the area covered by the Permit, which is thirty-three ~~and three tenths percent~~ (33.3%) of the total 90~~5~~10 Permit area; and

~~WHEREAS, the 9010 Permit will soon expire and needs to be renewed; and~~

WHEREAS, on September 1, 2020, the Agency determined that the previous 9010 Permit is to be superseded by Stormwater General Permit 3-~~*~~9050 (effective December 1, 2020); and

WHEREAS, following the Agency's issuance of an authorization for coverage of the Stormwater System under Stormwater General Permit 3-9050, all references to the "Permit" hereinafter shall refer to the authorization for coverage issued for the Stormwater System under Stormwater General Permit 3-9050; and

WHEREAS, the Parties wish to define their respective responsibilities for the

designing of upgrades and improvements to the Stormwater System and payment of fees to the Agency.

NOW THEREFORE, in consideration of these mutual premises and covenants herein contained, and other good and valuable consideration, the Forest Glen Homeowners Association, Inc., acting by and through Dennis J. Boucher, its President and duly authorized agent; the Hidden Woods Homeowners Association, Inc., acting by and through Robert Giroux, its President and duly authorized agent; and the Town, acting through its Selectboard, covenant and agree as follows^

1. The Parties agree that they will be co-permittees under the Permit.
2. The Associations, their successors and assigns, shall be solely responsible for Routine Maintenance, Repair, and Replacement of all components of the Stormwater System located on property owned by Associations, their successors and assigns, including any and all costs related thereto.
3. Except as otherwise provided in Paragraph 5, below, the Town shall be solely responsible for the Routine Maintenance, Repair, and Replacement following damage of all Stormwater System components located within the rights-of-way for Woods Hollow Road and Ledgewood Lane, including all costs related thereto.
4. For the purpose of this Agreement, "Routine Maintenance, Repair, and Replacement" shall only be that work required to enable the Stormwater System to collect and transport stormwater as originally intended and shall specifically exclude any upgrade of the Stormwater System, either to comply with General Permit 3*9050 or otherwise.
5. In the event an extreme unforeseen circumstance causes damage to the

Stormwater System, the Associations shall be responsible for reconstruction, replacement and repair of components of the Stormwater System within the areas owned by the Associations, unless said damage is caused by the Town, in which case any reconstruction, replacement or repair shall be the Town's responsibility, and accordingly, the Town shall be responsible for reconstruction, replacement and repair of components of the Stormwater System within the rights-of-way for Woods Hollow Road and Ledgewood Lane, unless said damage is caused by the Associations, in which case any reconstruction, replacement or repair shall be the Associations' responsibility.

6. Within 30 days of receiving an invoice from the Associations, the Town shall reimburse the Associations for the Town's pro rata portion of the Annual Operating Fee assessed by the Agency, based upon the amount of impervious area owned by the Town and included in the Permit's project area, which as of the date hereof is thirty and eight tenths percent (30.8%) of the Annual Operating Fee assessed by the Agency. This percentage is subject to change in the future should the amount of impervious surface area owned by either the Town or the Associations within the Permit area change.

7. Subject to the reimbursement set forth in Paragraph 6, the Associations shall be responsible for the payment of all fees and costs to the Agency arising out of the Permit, including but not limited to permit application fees, annual operating fees, renewal fees, administrative processing fees, fines or penalties assessed by the Agency under the Permit.

8. The Town shall not be responsible or liable for any fines or penalties which may be assessed by the Agency as a result of the negligence of the Associations or the failure of the Associations to abide by the Permit conditions. Accordingly, the Associations shall not be

responsible or liable for any fines or penalties which may be assessed by the Agency as a result of the negligence of the Town or the failure of the Town to abide by the Permit conditions.

9. The Associations shall be solely responsible for carrying out and submitting to the Agency all applications, reporting, permit renewals and other documentation required by the Permit. The Town shall reasonably cooperate in the submittal and execution of all applications, reporting, permit renewals, and other documentation required by the Permit and shall act reasonably promptly upon receipt of a request for information and/or execution of documentation.

10. The Associations will not seek to recover from the Town any costs incurred by the Associations in the Routine Maintenance, Repair, and Replacement of the Stormwater System following damage, except as provided in Paragraph 5, above, of the portion of the stormwater improvements on or under property owned by the Associations, and accordingly, the Town will not seek to recover from the Associations any costs incurred by the Town in the Routine Maintenance, Repair, and Replacement of the Stormwater System following damage, except as provided in Paragraph 5, above, of the portion of the stormwater improvements on or under property owned by the Town or within the Town's rights-of-way for Woods Hollow Road and Ledgewood Lane.

11. If new or amended Permit requirements require changes, upgrades or alterations to stormwater improvements located on or under property owned by Associations or the Town or within the Town's rights-of-way for Woods Hollow Road and Ledgewood Lane, the Parties agree to work in a reasonably cooperative fashion to maintain Permit compliance. This may

include negotiations for contract services, consideration of potential *I* available funding vehicles, and pro rata cost sharing of administrative, engineering, construction, and remediation costs, which cost share shall be based on each party's respective ownership share of the impervious surface area covered by the Permit.

12. The Town and the Associations shall reasonably cooperate to ensure compliance with the Permit. In the event that the requirements of the Permit change and the Stormwater System does not comply with the new or amended Permit requirements, the Parties shall reasonably cooperate to determine how to maintain Permit compliance. If any party hereto refuses to reasonably cooperate to comply with such new requirements, then the cooperating parties may provide ninety (90) days' advanced written notice by certified mail to the non-cooperating party of their intent to terminate this Agreement. If said ninety-day period passes without either reasonable cooperation from the previously non-cooperating party, or a cure of the Stormwater System's noncompliance with the Permit, as amended or re-issued, a party hereto may terminate this Agreement by mailing a written notice of termination to the other

parties and recording a copy thereof in the Town of Georgia Land Records.

13. Nothing contained in this Agreement shall be construed as authorizing or obligating the Associations to dedicate those portions of the Stormwater System located on the Associations' property as public infrastructure, and, likewise, nothing contained in this Agreement shall be construed as obligating the Town to accept any such proffered dedication.

14. Notwithstanding Paragraph 12, above, this Agreement may terminate on or after the twentieth (20th) anniversary of the date hereof. Thereafter, the obligations of the Associations and the Town regarding the Stormwater System shall be those imposed by law.

15. Any amendments to this Agreement must be in writing, signed by the party to be charged and witnessed or acknowledged.

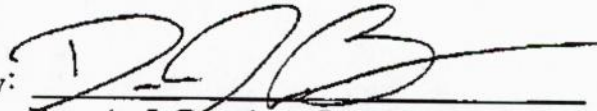
16. The Recitals to this Agreement are incorporated herein.

17. The Parties hereto agree that either party may record this Agreement in the Town of Georgia Land Records without further consent from the other party.

18. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

Dated this 15 day of May of 2023, 2023.

FOREST GLEN HOMEOWNERS
ASSOCIATION, INC.

y: 
Dennis J. Boucher, President & CEO
Authorized Agent

STATE OF VERMONT
COUNTY OF FRANKLIN, SS.

At 3 5~S~. Vermont, this IS day of > 2023,
personally appeared Dennis J. Boucher, President and Duly Authorized Agent of the FOREST
GLEN HOMEOWNERS ASSOCIATION, INC., and he acknowledged this instrument, by
him subscribed, to be his free act and deed, and the free act and deed of FOREST GLEN
HOMEOWNERS ASSOCIATION, INC.

Before me,

Cheryl Letourneau

Notary Puolic
My Commission Expires: 1/31/25
My Commission #:

Dated this 01 day of _____, 2023.

HIDDEN WOODS HOMEOWNERS
ASSOCIATION, INC.



Robert Giroux, President and Duly
Authorized Agent

STATE OF VERMONT
COUNTY OF FRANKLIN, SS.

At _____ Vermont, this day of j^U^LisE, 2023,
personally appeared Robert Giroux, President and Duly Authorized Agent of the HIDDEN
WOODS HOMEOWNERS ASSOCIATION, INC., and he acknowledged this instrument, by
him subscribed, to be his free act and deed, and the free act and deed of HIDDEN WOODS
HOMEOWNERS ASSOCIATION, INC.

Before me,

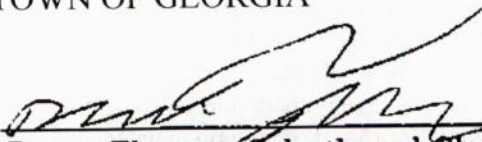
Notary Public

My Commission Expires: 1/31/25

My Commission #:

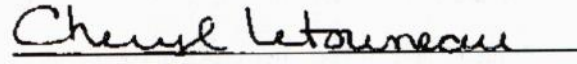
Dated this day of _____, 2023.

TOWN OF GEORGIA

By: 
Devon Thomas, Selectboard Chair and
Duly Authorized Agent

STATE OF VERMONT
COUNTY OF FRANKLIN, SS.

At L' p.M.- _____, Vermont, this day of _____, 2023,
personally appeared Devon Thomas, Selectboard Chair and Duly Authorized Agent of the
TOWN OF GEORGIA, and he acknowledged this instrument, by him subscribed, to be his
free act and deed, and the free act and deed of the TOWN OF GEORGIA.

Before me, 
Notary Puolic
My Commission expires^ 1/31/25
My Commission #:

**NOTICE OF ISSUANCE OF STORMWATER DISCHARGE PERMIT
BY THE VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

Notice is hereby given that an individual stormwater discharge permit or an authorization to discharge pursuant to a general stormwater discharge permit has been issued by the Vermont Department of Environmental Conservation to Permittee(s) named herein for the discharge of stormwater runoff from impervious surfaces (e.g. roadways, rooftops, parking lots, walkways) pursuant to 10 V.S.A. Section 1264 for the property identified below. The permit/authorization requires treatment and control of stormwater runoff, long-term maintenance of the treatment and control structures and payment of yearly operational fees.

Permittee(s): **Forest Glen Homeowners Association, Inc.; Hidden Woods Homeowners Association, Inc.; Town of Georgia**

Permit/Authorization Number: **5472-9010.R**

911 Address of Property: **Woods Hollow Drive and Ledgewood Lane, Georgia**

Name of condominium, subdivision or planned community association (if applicable):
Forest Glen Residential Neighborhood -^_^7

Signature of Permittee or Authorized Representative:

Printed Name of Permittee or Authorized Representative: L*

Date of Signature: 77 _____

Recording information: Municipal clerks - please index this document listing the State of Vermont, Department of Environmental Conservation as "Grantee". Please index this document listing the above named Permittee(s) as "Grantor(s)". Additionally, if this notice lists the name of a condominium, subdivision or planned community association, please list the named association as an additional "Grantor".

Please mail this stamped/recorded/completed form to:

**DEC - Watershed Management Division
Stormwater Management Program
1 National Life Drive, Main 2
Montpelier, VT 05620-3522**

Or email to: anr.wsmdstormwatergeneral@vermont.gov

VLCT Employment Resource and Benefits Trust, Inc
Board of Directors - Ballot and Voting instructions

****TIME SENSITIVE – BALLOT ENCLOSED****

Dear VERB Member,

The VLCT Employment Resource and Benefits Trust, Inc. (VERB) Board of Directors greatly appreciates our members' continued trust and participation in our member-owned organization. The active participation and engagement from our 217 members is essential to VERB's continued ability to provide important coverage and services.

This year, in lieu of conducting Board elections at the VLCT Town Fair, the VERB Board of Directors has chosen to conduct a membership-wide mail-in ballot vote to involve as many members as possible in the election of Directors.

You are receiving this ballot mailing because you are the *designated VERB billing contact*. The following steps will ensure your municipality/organization successfully casts its VERB ballot:

- 1) **Please provide these ballot materials to an official within your municipality/organization, as soon as possible** (e.g. Selectboard Chair, Municipal Manager, Town Administrator, an elected Mayor in municipalities where the Mayor functions as the CEO, Executive Director, etc.).
- 2) This official shall designate a person to complete and submit the ballot on behalf of the municipality or organization. The designation shall be authorized by the legislative body or other appropriate authority.
- 3) Once a person has been designated to cast the ballot, it is important the ballot be cast by the due date via the approved methods as listed in the enclosed materials.

If your municipality/organization is also a member of VLCT Property and Casualty Intermunicipal Fund, Inc (PACIF), you will receive a second mailing similar to this one that includes a PACIF ballot. In that instance, please ensure both ballots are returned.

If you or the senior official has any questions, please send your inquiry to me at fsatink@vtpacif.org or call me at (802) 209-8100. Please do not contact VLCT or VERB staff as they will not be able to assist you since this is a VERB Board focused task.

Thank you for your time and for supporting VERB.

Regards,



Frederick J. Satink

Executive Secretary, PACIF Board of Directors



VLCT EMPLOYMENT RESOURCE AND BENEFITS TRUST, INC.

NOTICE OF ANNUAL MEMBERS' MEETING

TO BE HELD NOVEMBER 18, 2026

The Annual Meeting of the Members of VLCT Employment Resource and Benefits Trust, Inc. will be held at College Hall, 36 College Street, in Montpelier, Vermont, on November 18, 2026, commencing at 10:00 a.m. EDT.

September 11, 2026

By Order of the Board of Directors

VLCT EMPLOYMENT RESOURCE AND BENEFITS TRUST, INC. (“VERB”)

DATE: September 14, 2026

TO: VERB Member Legislative Body

FROM: Charles Safford, VERB President

RE: Annual Appointment of Directors and Annual Meeting

Dear Member:

The VLCT Employment Resource and Benefits Trust, Inc. (“VERB”) Board of Directors in its governance activities endeavors to balance transparency and the involvement of its Members with efficiency and respect for the time of those Members. To this end, the VERB Board has made some changes to the VERB annual Member governance activities to permit more Members to vote in the annual appointment of Directors, while also simplifying the annual meeting itself. This year, for the first time, appointment of VERB Directors will occur via written ballot circulated ahead of the Annual Meeting, and the Annual Meeting will be held separately from the VLCT Town Fair, permitting more of a focus on VERB and attendance by those most interested in its affairs. The VERB Annual Meeting will be held November 18, 10:00 AM -1:00 PM at College Hall in Montpelier (a formal notice accompanies this Memo). A ballot for the Director appointment is attached to this Memo.

In accordance with the Company’s Articles of Incorporation and Bylaws, each Director shall be, at all times during their term of office, a qualified official of the members of the Vermont League of Cities and Towns which participate in the VLCT Employment Resource and Benefits Trust, Inc. The Company’s Board of Directors shall consist of no fewer than five (5) and no more than nine (9) Directors. The terms of Directors shall be for three (3) years ending on December 31 of the third year, terms being staggered such that no more than three terms shall end in any one year.

In order for the proposed slate of Directors to be appointed, a majority of the votes cast by the Members must vote in favor of the proposed slate. A Member Ballot that is properly executed and returned will be cast as a vote in favor of the nominee recommended by the VERB Nominating Committee, who is more fully described below.

2026 Appointment of Directors

There is currently one open Director position. The VERB Nominating Committee recommends the following appointment for a three-year term expiring 12/31/29:

Bryan Young (Town Treasurer – Orwell, VT)

The Company has fixed 5:00 p.m. EDT on September 10, 2026, as the record date for the determination of Members entitled to vote on the nominee recommended above. On that date, the Company had 217 Members entitled to vote. In accordance with the Company’s Articles of Incorporation and Bylaws, each Member is entitled to one vote all matters to come before the Members. At least five percent (5%) of the Company’s Members shall constitute a quorum for the transaction of business by the Members. A majority of the votes entitled to be cast shall be sufficient for appointment of the Director via the accompanying Ballot.

VLCT EMPLOYMENT RESOURCE AND BENEFITS TRUST, INC. (“VERB”)

IMPORTANT: Below is your 2026 OFFICIAL BALLOT.

One (1) Director of VLCT Employment Resource and Benefits Trust, Inc. (“VERB”) is to be appointed. The individual listed on this ballot has been duly nominated as a candidate for appointment.

Register your vote by marking an “X” in the square box preceding the candidate’s name.

Please cast your vote and sign, date and return this Ballot so it is received (not postmarked) at the designated address by 5:00 p.m. EDT October 14, 2026. A postage-paid envelope is enclosed for your convenience. Signed Ballots can also be emailed to info@vtpacif.org. Remember, you may vote for a total of no more than One (1) Director.

Vote for a Total of No More Than One (1) Director

Bryan Young-Bryan currently serves the Town of Orwell as Town Treasurer. He was elected to the VERB Board in 2021 and is currently in the role of Vice President.

FOR | AGAINST

- ☐ ☐ Bryan Young (Town Treasurer – Orwell, VT) -- term expiring 12/31/29
- ☐ ABSTAIN

The individual executing this Ballot on behalf of the municipality/organization named below is duly authorized to do so by its legislative body or other appropriate authority.

VERB MEMBER NAME (Municipality/Organization Name): Town of Georgia

SIGNER NAME: _____

SIGNATURE: X _____

TITLE: _____

DATE: _____



VLCT Property and Casualty Intermunicipal Fund, Inc
Board of Directors - Ballot and Voting instructions

****TIME SENSITIVE – BALLOT ENCLOSED****

Dear PACIF Member,

The VLCT Property and Casualty Intermunicipal Fund, Inc. (PACIF) Board of Directors greatly appreciates our members' continued trust and participation in our member-owned organization. The active participation and engagement from our 360 members is essential to PACIF's ability to continue to provide a robust scope of insurance coverage and services.

This year, in lieu of conducting Board elections at the VLCT Town Fair, the PACIF Board of Directors has chosen to conduct a membership-wide mail-in ballot vote to involve as many members as possible in the election of Directors.

You are receiving this ballot mailing because you are the *designated PACIF billing contact*. The following steps will ensure your municipality successfully casts its PACIF ballot:

- 1) **Please provide these ballot materials to an official within your municipality/organization, as soon as possible (e.g. Selectboard Chair, Municipal Manager, Town Administrator, an elected Mayor in municipalities where the Mayor functions as the CEO, Executive Director, etc.).**
- 2) This official shall designate a person to complete and submit the ballot on behalf of the municipality or organization. The designation shall be authorized by the legislative body or other appropriate authority.
- 3) Once a person has been designated to cast the ballot, it is important the ballot be cast by the due date via the approved methods as listed in the enclosed materials.

If your municipality/organization is also a member of VLCT Employment Research and Benefits Trust, Inc (VERB), you will receive a second mailing similar to this one that includes a VERB ballot. In that instance, please ensure both ballots are returned.

If you or the official has any questions, please send your inquiry to me at fsatink@vtpacif.org or call me at (802) 209-8100. Please do not contact VLCT or PACIF staff as they will not be able to assist you since this is a PACIF Board focused task.

Thank you for your time and for supporting PACIF.

Regards,



Frederick J. Satink

Executive Secretary, PACIF Board of Directors



VLCT PROPERTY AND CASUALTY INTERMUNICIPAL FUND, INC.

NOTICE OF ANNUAL MEMBERS’ MEETING

TO BE HELD NOVEMBER 18, 2026

The Annual Meeting of the Members of VLCT Property and Casualty Intermunicipal Fund, Inc. will be held at College Hall, 36 College Street, in Montpelier, Vermont, on November 18, 2026, commencing at 10:00 a.m. EDT.

September 11, 2026

By Order of the Board of Directors

VLCT PROPERTY AND CASUALTY INTERMUNICIPAL FUND, INC. (“PACIF”)

DATE: September 14, 2026

TO: PACIF Member Legislative Body

FROM: Aaron Frank, PACIF President

RE: Annual Appointment of Directors and Annual Meeting

Dear Member:

The VLCT Property and Casualty Intermunicipal Fund, Inc. (“PACIF”) Board of Directors in its governance activities endeavors to balance transparency and the involvement of its Members with efficiency and respect for the time of those Members. To this end, the PACIF Board has made some changes to the PACIF annual Member governance activities to permit more Members to vote in the annual appointment of Directors, while also simplifying the annual meeting itself. This year, for the first time, appointment of PACIF Directors will occur via written ballot circulated ahead of the Annual Meeting, and the Annual Meeting will be held separately from the VLCT Town Fair, permitting more of a focus on PACIF and attendance by those most interested in its affairs. The PACIF Annual Meeting will be held November 18, 10:00 AM -1:00 PM at College Hall in Montpelier (a formal notice accompanies this Memo). A ballot for the Director appointment is attached to this Memo.

In accordance with the Company’s Articles of Association and Bylaws, each Director shall be, at all times during their term of office, a qualified official of a Member. The Company’s Board of Directors shall consist of no more than four (4) Directors who serve on the Board of Directors of the Vermont League of Cities and Towns (“VLCT”), and no more than five (5) Directors shall serve on any of its other affiliates insurance trusts.

In order for the proposed slate of Directors to be appointed, a majority of the votes cast by the Members must vote in favor of the proposed slate. A Member Ballot that is properly executed and returned will be cast as a vote in favor of the nominees recommended by the PACIF Nominating Committee, who are more fully described below.

2026 Appointment of Directors

The PACIF Nominating Committee recommends the following Directors with terms expiring 12/31/26 be re-appointed for another three-year term expiring 12/31/29:

- Charles Safford** (Town Manager – Stowe, VT)
- Aaron Frank** (Town Manager – Colchester, VT)
- Erik Wells** (Town Manager – Williston, VT)
- Bruce Urie** (Selectboard Chair – Craftsbury Common, VT)

The Company has fixed 5:00 p.m. EDT on September 10, 2026, as the record date for the determination of Members entitled to vote on the nominees recommended above. On that date, the Company had 360 Members entitled to vote. In accordance with the Company’s Articles of Association and Bylaws and state law, each Member is entitled to one vote all matters to come before the Members. Ten percent (10%) of the votes entitled to be cast, or 36 votes, shall

VLCT PROPERTY AND CASUALTY INTERMUNICIPAL FUND, INC. (“PACIF”)

IMPORTANT: Below is your 2026 OFFICIAL BALLOT.

Four (4) Directors of VLCT Property and Casualty Intermunicipal Fund, Inc. (“PACIF”) are to be appointed. The individuals listed on this ballot have been duly nominated as candidates for appointment.

Register your vote by marking an “X” in the square box preceding each candidates’ name.

Please cast your vote and sign, date and return this Ballot so it is received (not postmarked) at the designated address by 5:00 p.m. EDT October 14, 2026. A postage-paid envelope is enclosed for your convenience. Signed Ballots can also be emailed to info@vtpacif.org. Remember, you may vote for a total of no more than Four (4) Directors.

Vote for a Total of No More Than Four (4) Directors

Aaron Frank - Aaron currently serves the Town of Colchester as Town Manager. He was elected to the PACIF Board in 2015 and is currently in the role of Board President.

Bruce Urie - Bruce currently serves the Town of Craftsbury as Selectboard Chair. He was elected to the PACIF Board in 2017 and is currently in the role of Vice President.

Charles Safford – Charles currently serves the Town of Stowe as Town Manager. He was elected to the PACIF Board in 2022.

Erik Wells – Erik currently serves the Town of Williston as Town Manager. He was elected to the PACIF Board in 2019 and is currently in the role of Secretary/Treasurer.

FOR | AGAINST

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | Charles Safford (Town Manager – Stowe) -- term expiring 12/31/29 |
| ☐ | ☐ | Aaron Frank (Town Manager – Colchester) -- term expiring 12/31/29 |
| ☐ | ☐ | Erik Wells (Town Manager – Williston) -- term expiring 12/31/29 |
| ☐ | ☐ | Bruce Urie (Selectboard Chair – Town of Craftsbury) -- term expiring 12/31/29 |
| ☐ | | ABSTAIN |

The individual executing this Ballot on behalf of municipality or organization named below is duly authorized to do so by its legislative body or other appropriate authority.

PACIF MEMBER NAME (Municipality/Organization Name): _____

SIGNER NAME (Printed): _____

SIGNATURE: X _____

TITLE: _____

DATE: _____



Community and Housing Infrastructure Program (CHIP) Policy

Governance, project development, financing, administration, and use of tax increment

Controlling rule. No Town officer, employee, consultant, developer, or sponsor may represent that CHIP funding is approved, incur CHIP debt on behalf of the Town, obligate tax increment, direct-pay an infrastructure cost, or promise reimbursement unless every approval required by Vermont law, VEPC, this policy, and the applicable Housing Infrastructure Agreement has first been obtained in writing.

Policy at a Glance

VLCT roadmap phase	Town action	Decision or completion point
1. Initial Conversation	Explain Town goals and process; receive the developer's concept and requested assistance	Does the project support community goals and deserve further review?
2. Preliminary Review	Screen plans, policy fit, eligibility, municipal capacity, concerns, roles, and missing information	Should the Town continue investing time and resources?
4. Pre-application	Developer presents pre-application to Town Administrator	At a warned Selectboard meeting, the Selectboard will determine whether to accept the pre-application.
5. Due Diligence	Test readiness, eligible costs, increment, but-for need, financing, law, engineering, public benefit, and risk	Is there enough information for a municipal decision?
6. Municipal Decision	Review advice and public input; decide whether to pursue CHIP; establish roles, risk allocation, and agreement terms	Should the Town pursue CHIP for the project?
7. CHIP Application	Complete local approvals; prepare plans and agreements; submit through GEARS; support VEPC review and site visit	Has the project received the approvals needed to proceed?
8. Project Implementation	Complete financing and voter action; establish OTV and accounts; build, inspect, document, and reimburse	Is work advancing under the approved plan and agreements?
9. Long-Term Administration	Track increment and debt; report, audit, monitor agreements, address changes, and close out	Have all program, financing, reporting, and agreement obligations been satisfied?



1. Purpose and Authority

The Town of Georgia adopts this policy to establish a transparent, fiscally responsible, and legally compliant process for evaluating and administering projects under Vermont's Community and Housing Infrastructure Program (CHIP). CHIP is authorized by 24 V.S.A. chapter 53, subchapter 7 and was created by 2025 Act No. 69.

CHIP allows an approved municipality to retain an authorized portion of municipal and education property tax increment generated within a defined Housing Development Site and apply that revenue to eligible financing, infrastructure, and related costs. The Town shall use CHIP only to enable housing development that advances the statutory purpose, aligns with Town plans and public interests, and is supported by a prudent allocation of financial and performance risk.

Policy character. This is an administrative and financial-control policy. It does not itself create a Housing Development Site, authorize a particular project, approve debt, appropriate money, or replace any public hearing, voter approval, contract, permit, procurement, or VEPC requirement.

2. Scope and Controlling Requirements

This policy applies from the first contact concerning a possible CHIP project through the Final Repayment Date and final disposition of all retained tax increment. It applies whether the sponsor is the Town, a developer, or an eligible third-party entity.

If this policy conflicts with an applicable statute, rule, binding VEPC decision or guidance, financing document, or Housing Infrastructure Agreement, the stricter lawful requirement controls. The Town Administrator shall promptly present any material conflict to the Selectboard and Town Attorney for resolution. References in this policy are to the law and guidance in effect when the relevant action is taken.

3. Program Principles

1. Housing first. Infrastructure must directly enable a qualifying housing development and serve a public good.
2. No premature commitment. Town support for exploration is not approval of a project, financing, reimbursement, or land-use entitlement.
3. Public transparency. Material decisions shall occur through properly warned meetings, hearings, and voter action when required.
4. Fiscal protection. The Town shall model downside conditions, identify who bears shortfalls, and avoid relying solely on optimistic increment projections.



5. Documented eligibility. Every CHIP-funded payment must be traceable to an approved cost, a contract or invoice, proof of completion, and the applicable financing plan.
6. Separation of duties. Project certification, payment processing, accounting, and governing-body oversight shall not be concentrated in one person.
7. Ongoing compliance. Affordability, primary-residence, reporting, audit, and agreement obligations continue through the Final Repayment Date.

4. Key Definitions

Term	Meaning for this policy
Affordable Housing Development	A development meeting 24 V.S.A. section 1906, including the required share of affordable units and affordability covenants or restrictions through retirement of the applicable indebtedness.
CHIP Debt or Financing	Debt, related principal, interest, fees, or other authorized borrowing or financing incurred by a sponsor to pay for an approved Housing Infrastructure Project.
Developer	The person or entity undertaking construction, rehabilitation, or renovation of the housing development.
Final Repayment Date	For municipal financing, the date Town CHIP debt is fully repaid; for nonmunicipal financing, the date the Town's contractual reimbursement obligation ends.
Housing Development Site	The approved parcel or parcels encompassing the housing development. The site is created at 12:01 a.m. on April 1 of the calendar year of VEPC approval, and its approved boundaries shall not be changed.
Housing Infrastructure Agreement	The binding agreement among the Town, developer, and any third-party sponsor governing infrastructure financing, housing delivery, performance, documentation, and remedies.
Housing Infrastructure Project	One or more eligible improvements authorized by the Town and approved by VEPC to stimulate the associated housing development.
Original Taxable Value (OTV)	The taxable value of real property within the approved Housing Development Site as of its statutory creation date, certified by the Town's lister or assessor.
Related Costs	Costs qualifying under current law and VEPC guidance that are directly related to creating and implementing the Town's Housing Infrastructure Project. Municipal personnel or departmental costs may be paid only from eligible municipal increment and only as permitted by law.
Sponsor	The municipality, developer, or eligible independent agency undertaking to finance the Housing Infrastructure Project.
Tax Increment	The property-tax revenue attributable to increased assessed value over OTV, calculated and retained only as authorized by law and VEPC.



Term	Meaning for this policy
VEPC	The Vermont Economic Progress Council.

5. Eligibility Standards

5.1 Applicant and Project

The Town is the CHIP applicant. A proposed project may advance only if it is located within the Town, directly supports an identifiable housing development, serves a public good, and can satisfy all statutory and VEPC criteria.

At least 60 percent of indoor floor area is expected to qualify as housing, or the proposal can demonstrate that it meaningfully advances CHIP's statutory purpose.

1. The housing units will be offered exclusively as primary residences through the Final Repayment Date, with biennial verification as required.
2. Unless exempt because it is an Affordable Housing Development, the proposal can satisfy VEPC's but-for test.
3. The developer and sponsor have credible capacity, site control, financing, permitting, and delivery schedules.
4. The proposed site boundaries are legally and administratively workable and no parcel will be divided or bisected contrary to law.
5. The project is consistent with the Town Plan, applicable bylaws, capital plans, and infrastructure capacity; CHIP approval does not substitute for land-use or other permits.

5.2 Eligible Improvements

Subject to current law and VEPC approval, eligible improvements may include utilities; drinking water, wastewater, stormwater, and treatment systems; energy and telecommunications infrastructure; transportation and multimodal facilities; site preparation, acquisition, demolition, brownfield or flood remediation; and professional services directly tied to implementing and constructing eligible infrastructure.

Where an improvement serves users or development beyond the CHIP Housing Development Site, the Town shall require a documented, reasonable allocation method so CHIP finances only the eligible share attributable to the approved housing development.

5.3 Ineligible Costs

1. Routine annual operating, maintenance, or repair expenses;



2. Public transportation operating costs;
3. Vehicles, interior furnishings, and operating equipment not integral to the approved infrastructure;
4. Noncapital assets not expressly authorized by law;
5. Costs outside the approved plan, agreement, financing, or VEPC decision; and
6. Costs lacking adequate procurement, invoice, eligibility, payment, or completion documentation.

6. Governance and Responsibilities

Responsible party	Core responsibilities
Selectboard	Sets Town policy; authorizes project development and application; conducts hearings; adopts the site plan; approves the Housing Infrastructure Agreement; approves the VEPC application; warns voter questions; authorizes contracts and financing within its lawful authority; oversees material amendments and compliance.
Town Administrator	Serves as CHIP program administrator; maintains consistent developer information and intake materials; receives concepts; coordinates VEPC, advisors, and departments; maintains the master file and compliance calendar; prepares Selectboard materials; certifies administrative completeness; and coordinates reports and amendments.
Town Treasurer	Establishes and maintains the segregated CHIP account and official books; controls receipts and disbursements; reconciles increment and financing; supports annual reporting and audit; and releases funds only after required approvals.
Lister/Assessor	Certifies OTV and annual changes in taxable valuation for the life of the site and provides required values to the Treasurer, Selectboard, Department of Taxes, and VEPC.
Town Clerk	Maintains official actions, warnings, minutes, votes, adopted site records, agreements, and other records required to be filed or recorded.
Project Lead/Consultants	Reviews technical scope, cost allocation, schedules, construction evidence, change orders, and completion; provides written certification before payment when assigned.
Town Attorney and Financial Advisor	Review legal authority, agreements, warnings, debt, risk allocation, tax-increment projections, and material amendments. Their review does not displace Selectboard judgment.
Developer/Sponsor	Provides complete and accurate information, maintains required assurances and records, constructs the agreed improvements and housing, documents eligible costs, applies payments to financing, and complies with all agreement, affordability, and reporting obligations.



7. Project Lifecycle and Approval Gates

The Town uses VLCT's seven-phase CHIP roadmap as its high-level review model and the detailed steps below as its internal control process. Moving from one phase or step to the next is never automatic. At every decision point, the Selectboard or Town Administrator, acting within delegated authority, may proceed, pause, request more information, narrow the proposal, or stop review based on community fit, information quality, public benefit, cost, capacity, or risk.

VLCT phase	Detailed policy steps	Primary leadership
1. Initial Conversation	7.1 Developer orientation and concept intake	Town explains goals and discretion; developer presents concept
2. Preliminary Review	7.2 Preliminary feasibility	Town screens; developer supplies early project, site, cost, and financing information
3. Due Diligence	7.2 Preliminary feasibility and 7.3 pre-application coordination	Town evaluates risk and eligibility; developer advances due diligence; parties define roles
4. Municipal Decision	7.4 plan/site, 7.5 agreement, and 7.6 public and local approval	Selectboard decides; developer supports review and negotiates enforceable commitments
5. CHIP Application	7.7 VEPC application and decision	Town applies; developer provides and updates supporting information
6. Project Implementation	7.8 post-approval setup/financing and 7.9 construction/payment	Town administers financing and oversight; developer delivers housing and documents costs
7. Long-Term Administration	Sections 8 through 13	Town manages increment, debt, reporting, audit, compliance, changes, and closeout; developer maintains continuing commitments

7.1 Detailed Step 1 - Developer Orientation and Concept Intake

Information the Town Will Share

The Town Administrator shall maintain a consistent, easy-to-find developer information packet using existing public resources. The packet is intended to help prospective developers decide whether a project is a reasonable fit before either party invests substantial time or money. It should include, as available:

1. the Town Plan, housing priorities, housing action or economic-development strategies, and relevant capital plans;
2. preferred housing types, affordability goals, redevelopment priorities, and mixed-use opportunities;



3. zoning and future-land-use maps, designated areas, utility service areas, transportation access, flood-hazard areas, and known brownfield information;
4. a statement that the Town is willing to consider qualifying CHIP proposals, the kinds of projects the Town seeks to encourage, and the local policies used in evaluation;
5. links to VEPC CHIP materials, VLCT CHIP IN VT resources, zoning and subdivision regulations, permit forms, fee schedules, infrastructure information, and utility contacts; and
6. the Town's primary CHIP contact, planning and zoning contact, Public Works contact, and other relevant municipal or regional-development contacts.

Information Required from a Proposer

A developer, landowner, Town department, or other proposer shall submit a written concept to the Town Administrator. At minimum, the concept shall identify the proposed site; concept plan; anticipated housing program, type, unit count, affordability, and primary-residence use; infrastructure needs; preliminary cost and schedule; development team and proposed sponsor; financing approach; likely permits; and requested Town participation.

The proposer shall also state the status of project readiness, including site control, preliminary engineering, environmental due diligence, financial feasibility, utility planning, and financing progress. The Town may request ownership information, development experience, financial statements, sources and uses, pro formas, market information, or other material reasonably necessary to evaluate readiness, financial viability, and municipal risk.

Early Communication and Financial Expectations

1. A pre-application meeting is informational and is intended to identify fit, information gaps, participants, process, approximate timelines, public-engagement expectations, and next steps.
2. Only the Town Administrator or a person designated by the Selectboard may coordinate official CHIP intake communications on behalf of the Town.
3. Staff shall communicate factual information consistently and shall not promise confidentiality beyond Vermont law, predict land-use approval, negotiate outside authorized meetings, or imply that CHIP, Town borrowing, reimbursement, or a project has been approved.
4. CHIP is not an upfront grant. Only eligible, documented, approved costs may be paid or reimbursed, retained increment may be insufficient, and municipal borrowing or other financing may be necessary.
5. Unless the Selectboard approves otherwise in a lawful written agreement, the proposer is responsible for its own concept, engineering, environmental, legal, financial, and application-development costs.



6. A proposer may be required to enter a development agreement, Housing Infrastructure Agreement, reimbursement or cost-recovery agreement, and performance-assurance documents before the Town proceeds or incurs material expense.

The Town Administrator shall assign a project identifier, create a master file, identify conflicts of interest, document the pre-application meeting, and complete a preliminary screening. Acceptance for screening creates no entitlement, exclusivity, reimbursement right, priority, or commitment of Town funds.

7.2 Detailed Step 2 - Preliminary Feasibility

The Town Administrator shall coordinate a preliminary review with appropriate officials and advisors. The review shall address:

1. CHIP eligibility, public-good nexus, floor-area threshold, primary-residence restrictions, and but-for analysis;
2. consistency with the Town Plan and applicable permitting framework;
3. site boundaries, parcel status, ownership, SPAN information, and anticipated OTV;
4. infrastructure scope, capacity, useful life, ownership, access, maintenance responsibility, and cost allocation;
5. developer and sponsor experience, financial capacity, site control, litigation, defaults, and proposed performance security;
6. a base-case and downside financing analysis, including timing, assessed values, increment, interest rates, construction escalation, coverage, and Town shortfall exposure;
7. alternative funding sources and whether CHIP is necessary and appropriately sized; and
8. estimated Town staff, consultant, legal, engineering, audit, and administration costs and how they will be funded.

Gate 1 - Selectboard direction. The proposal may proceed to full project development only after the Selectboard, in an open meeting and without committing financing, authorizes the Town Administrator to coordinate the CHIP Interest Form and detailed due diligence.

7.3 Detailed Step 3 - Pre-Application Coordination

The Town shall submit the current CHIP Interest Form to VEPC before filing a full application. The Town Administrator shall document VEPC feedback, required studies, expected review path, GEARS access, and any issues that must be resolved. Material changes following pre-application review shall be returned to the Selectboard before substantial additional Town expense is incurred.



7.4 Detailed Step 4 - Housing Development Plan and Site

In coordination with stakeholders, the Town shall prepare a Housing Development Plan containing at least:

1. a description of the Housing Infrastructure Project, housing development, and proposed Housing Development Site;
2. the anticipated floor area devoted to housing and, if below 60 percent, a narrative showing how the development meaningfully advances CHIP's purpose;
3. identification of the developer and sponsor;
4. a tax increment financing plan stating project costs and revenue sources, assessed-value estimates, municipal and education increments, lifetime education increment retention, financing amount and terms, principal, interest, related costs, voter-authorized amount when applicable, other revenues, and plan duration;
5. a pro forma of infrastructure costs and a projection of tax increment;
6. a development schedule listing, costing, and sequencing infrastructure and housing work;
7. a risk analysis and contingency plan for delay, cost overrun, increment underperformance, noncompletion, or developer/sponsor default; and
8. the Selectboard's determination that the development furthers CHIP's purpose.

The site plan shall identify boundaries and included properties and be titled "Proposed Housing Development Site, Town of Georgia, Vermont." Boundaries shall be reviewed by the lister or assessor and Town Attorney before public notice.

7.5 Detailed Step 5 - Housing Infrastructure Agreement

Before application, the Town, developer, and any third-party sponsor shall negotiate a Housing Infrastructure Agreement. It shall be reviewed by the Town Attorney and shall, at minimum:

1. identify all parties, the site, housing development, sponsor, approved infrastructure, schedule, eligible cost categories, and maximum financed amount;
2. obligate retained increment only to authorized financing and related costs;
3. require primary-residence use through the Final Repayment Date and biennial landlord certificates or homestead declarations;
4. state expected floor area, housing units, affordable or moderate-income units, development value, and completion milestones;
5. require invoices, proof of payment, procurement support, construction records, lien waivers when appropriate, and other evidence establishing eligibility and completion;



6. allocate risks for cost overruns, delays, increment shortfalls, default, casualty, foreclosure, ownership transfer, and failure to meet affordability or housing commitments;
7. provide performance assurances, access for inspection and audit, records retention, reporting, indemnity, insurance, remedies, repayment or clawback where lawful, and Town suspension rights; and
8. prohibit material modification without Town and, when required, VEPC approval.

7.6 Detailed Step 6 - Public Process and Local Approval

The Selectboard shall hold one or more public hearings on the proposed Housing Infrastructure Project, Housing Development Plan, site, financing plan, and agreement after public notice. Unless a greater period is required by law, Town charter, or then-current VEPC guidance, notice shall be posted at least 15 days before the hearing in at least two public places within the Town, at the Town Clerk's office, and on the Town website.

After hearing and considering public comment, the Selectboard may adopt the Housing Development Plan and site, approve the Housing Infrastructure Agreement, authorize the VEPC application, and make any required statutory determinations. The adopted site plan shall be recorded with the Town Clerk and provided to the lister or assessor. The Town shall provide legal voters notice of the agreement terms and financing information required by 24 V.S.A. sections 1909 and 1910a.

Gate 2 - Local approval. No application shall be submitted until the Selectboard has approved the required plans, site, agreement, and application in a properly warned meeting and the Town Clerk has assembled the official record.

7.7 Detailed Step 7 - VEPC Application and Decision

The Town Administrator shall submit the complete application and supporting documents through GEARS, coordinate responses to VEPC, host the required site visit, and place material supplemental information before the Selectboard. VEPC will evaluate process compliance, project criteria, affordability, the but-for test when applicable, financial viability, and the proposed retention percentages. Under current law, VEPC acts in writing within 90 days after the site visit.

Gate 3 - State approval. The Town shall not incur CHIP debt, promise reimbursement, obligate increment, issue a notice to proceed relying on CHIP, or make a CHIP direct payment before written VEPC approval and satisfaction of all approval conditions.



7.8 Detailed Step 8 - Post-Approval Setup and Financing

Following VEPC approval, the Town shall complete all approval conditions and establish the implementation record. The lister or assessor shall certify OTV as of the statutory site-creation date and annually certify valuation changes. The Treasurer shall establish the special CHIP tax increment financing account and segregated project accounting.

For municipal financing, each instance of borrowing or other Town debt must be approved by a majority of legal voters present and voting at a duly warned annual or special meeting. Before the vote, the Selectboard shall disclose the amount and type of debt and related costs, principal, interest and fees, debt terms, infrastructure financed, housing expected, and that the Town remains liable for full debt service if increment is insufficient. Terms of any interfund loan must also be disclosed; an interfund loan shall bear no interest.

Municipal indebtedness must be incurred within five years after site creation unless VEPC grants an extension of up to three additional years. A bond anticipation note does not constitute the first incurrence of debt. Nonmunicipal financing shall comply with the approved agreement, VEPC decision, current guidance, and any deadline or notice-to-proceed condition established for the project.

Gate 4 - Financing authorization. No closing or financial commitment may occur until Town Counsel and the financial advisor have confirmed in writing that VEPC conditions, voter action, agreement conditions, procurement, appropriations, and closing documents are complete.

7.9 Detailed Step 9 - Construction, Verification, and Payment

The developer or sponsor shall construct the approved improvements in accordance with the agreement, plans, permits, procurement requirements, and schedule. The Town's designated project lead shall document inspections, progress, change orders, substantial completion, and final completion.

Every request for CHIP payment or reimbursement shall include an invoice package containing the project identifier; vendor and payee; description and date of work; approved cost category; contract, purchase order, or financing reference; proof of payment when reimbursement is requested; evidence of completion; cost allocation where applicable; lien waiver or other assurance when appropriate; and certifications required by the agreement.

Before disbursement:

1. the project lead shall certify that the work or financing charge is complete, conforms to the agreement, and is reasonably valued;
2. the Town Administrator shall certify administrative eligibility, budget authority, and documentation;



3. the Treasurer shall confirm available cash, correct fund and account coding, approved retention limits, and compliance with payment controls; and
4. payment shall proceed through the Town's normal warrant, purchasing, and fraud-prevention procedures. No person may approve a payment to themselves or an affiliated entity.

If tax increment is provided to a sponsor, payment shall be made only upon an invoice for the approved financing, and the sponsor shall promptly confirm in writing that the increment was applied to that financing.

8. Financing and Use of Tax Increment

8.1 Authorized Uses

Subject to the VEPC approval, financing plan, voter action when required, and available funds, retained increment may be used only for:

1. payment of authorized CHIP financing or debt service incurred within the permitted period;
2. eligible related costs;
3. direct payment of an approved Housing Infrastructure Project cost, provided the payment was included in the financing plan and received the same voter approval required for municipal debt; and
4. payment to a sponsor against an eligible financing invoice, followed by written confirmation of application to the financing.

8.2 Retention Percentages and Period

Project category	Education increment	Municipal increment	Key condition
Affordable or moderate-income development	Up to 85%, as approved by VEPC	At least 85%; up to approved amount	Required unit share, income/cost limits, covenants, and primary-residence use
Other qualifying housing development	Up to 75%, as approved by VEPC	At least 85%; up to approved amount	But-for test and all other project criteria

The Town shall retain only the percentages approved by VEPC. Education property tax increment may currently be retained for up to 20 years beginning in the first year debt is incurred for the Housing Infrastructure Project. Municipal property tax increment shall be retained beginning in that first year and only for the period and purposes authorized by law and the VEPC approval. Upon first debt incurrence, the Town shall notify VEPC and the Department of Taxes that the retention period has begun. The Town shall submit the required updated financing plan during the tenth year after site creation so VEPC may continue or reduce the retention percentages.



8.3 Special Account and Excess Increment

The Treasurer shall segregate authorized municipal and education increments in a special CHIP account and in the Town's official books until all financing is paid. Project records shall separately identify original taxable value, current value, tax increment received, financing and related-cost expenditures, direct payments, sponsor reimbursements, interest, remaining commitments, and cash balance.

Excess increment may be used only as allowed by 24 V.S.A. section 1910c, including proportional retention to prepay financing, fund future financing payments, or defease financing. Any balance not lawfully retained shall be distributed to the Education Fund and affected municipal budgets in the proportions required by law. At closeout, all remaining excess shall be reconciled and distributed as required.

9. Monitoring, Reporting, and Audit

9.1 Compliance System

The Town Administrator shall maintain a project-specific compliance calendar and master file. The system shall track VEPC conditions; financing and retention dates; development and infrastructure milestones; permits; inspections; affordability and primary-residence certifications; invoices and payments; annual valuation and increment; agreement performance; amendments; reporting; and audit findings.

9.2 Immediate Notices

Immediately following any CHIP debt incurrence, public vote, or Selectboard vote requiring State notice, the Town shall notify VEPC and the Department of Taxes on the prescribed form and provide the public notice or warning, agenda, minutes, vote tally, public financing information, and other required records.

9.3 Annual Report

On or before February 15 each year, the Town shall submit the prescribed annual report to VEPC and the Department of Taxes. The Town Administrator and Treasurer shall prepare the report, the lister or assessor shall certify valuation information, and the Selectboard shall review the report before submission when practicable. The report shall include all information then required, including:

1. annual and cumulative municipal and education increment generated and retained;
2. financing, debt service, related-cost, direct-payment, and infrastructure expenditures and current balance;
3. projected and actual financing, increment, improvements, development value, and housing units;
4. initial sale and rental prices and the status of applicable State permits;



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- 5. amount of public funds flowing to private ownership or use; and
- 6. biennial verification of affordability covenants and primary-residence occupancy.

9.4 Annual Audit and Corrective Action

The Town shall ensure the CHIP account and project are included in the Town's annual financial audit. Audit procedures shall verify OTV and current values, incremental revenue, financing and related costs, infrastructure expenditures, sponsor and developer use of funds, allocation of increment, account balances, and compliance with the agreement and VEPC approval.

The Town Administrator shall present any finding, questioned cost, missed deadline, covenant issue, or material variance to the Selectboard promptly with a written corrective-action plan. Payments may be suspended pending resolution. The Town shall cooperate with supplemental VEPC or Department of Taxes requests and audits.

10. Changes and Amendments

No material change may be implemented until the Town determines whether VEPC and renewed local approval are required. The Town Administrator shall report every proposed change to VEPC staff promptly and shall refer potentially substantial changes to the Selectboard and Town Attorney.

Changes requiring advance VEPC review are expected to include, without limitation:

- 1. an increase of 20 percent or more in the CHIP-funded portion of a project;
- 2. adding, removing, or substituting an infrastructure improvement;
- 3. increasing the approved debt ceiling or extending the first-debt deadline;
- 4. reducing affordable or moderate-income units below the threshold supporting the approved retention percentage;
- 5. reducing housing floor area below 60 percent;
- 6. material changes to the Housing Infrastructure Agreement, risk allocation, improvement scope, financing source, or anticipated increment;
- 7. a material delay, including an anticipated delay of two years or more;
- 8. bond premium proceeds, payments in lieu of taxes, or negotiated payments not previously approved; or
- 9. any other change VEPC identifies as substantial.

A substantial-change request shall include a narrative and revised plan, financing plan, and agreement. Revised documents shall be approved by the Selectboard after a properly warned hearing before



submission to VEPC. Town approval is always subject to any additional voter authorization required by law.

11. Default, Suspension, and Remedies

The Town may suspend approval, payment, reimbursement, or further performance when documentation is incomplete; a cost appears ineligible; work departs from approved plans; a party is in default; a required covenant, permit, assurance, or insurance has lapsed; a material change lacks approval; or continued performance could expose the Town to unlawful or imprudent risk.

The Town shall provide any notice and cure opportunity required by the Housing Infrastructure Agreement. Available remedies may include withholding payment, requiring corrective work, drawing on security, repayment or offset, specific performance, termination, and any other lawful contractual or equitable remedy. The Town Administrator shall coordinate enforcement with the Selectboard and Town Attorney.

12. Records, Ethics, and Procurement

All CHIP activity remains subject to the Town's current purchasing, grant, accounting and auditing, cash-management, fraud-prevention, conflict-of-interest and ethics, public-records, and meeting policies, as well as applicable law. Where another Town policy is stricter and lawful, the stricter control applies.

1. The Town shall retain the complete master file through the Final Repayment Date and for the longer period required by law, financing documents, VEPC, audit standards, litigation hold, or the Housing Infrastructure Agreement.
2. Officials and employees shall disclose actual or potential conflicts and shall recuse themselves when required. Developer or sponsor relationships shall be documented before selection or approval.
3. Procurement shall be competitive to the extent required by law, funding conditions, and Town policy. Sole-source or emergency procurement must be justified and approved in writing.
4. Confidential or exempt information shall be protected, but the Town shall not promise confidentiality beyond what Vermont law permits.

13. Project Closeout

A CHIP project shall not be closed until the Town has documented final infrastructure completion, resolved claims and liens, received final eligible-cost and financing records, reconciled all accounts, confirmed required housing and affordability outcomes, completed all reports and audits, and retired or otherwise ended the applicable financing obligation.



At the Final Repayment Date, the Treasurer and Town Administrator shall prepare a final reconciliation and distribution schedule; the lister or assessor shall complete final certifications; the Town Attorney shall confirm release or continuation of any covenants; and the Selectboard shall accept a closeout report in an open meeting. Remaining excess increment shall be returned or distributed to the appropriate taxing authorities as required by law.

14. Administration and Review

The Town Administrator may create forms, checklists, standard operating procedures, and administrative deadlines consistent with this policy. The Selectboard shall approve material changes to decision authority, financial controls, or public process.

This policy shall be reviewed after any material amendment to 24 V.S.A. chapter 53, subchapter 7; material VEPC rule or guidance change; significant audit finding; or at least once every three years while the Town has an active CHIP project.

15. Contact Information

Resource	Contact
Town of Georgia	Town Administrator, 47 Town Common Road, No. St. Albans, VT 05478 (802) 524-3524 administrator@townofgeorgia.com
VEPC CHIP	ACCD.CHIP@vermont.gov accd.vermont.gov/economic-development/vepc/chip
VLCT CHIP IN VT	vlct.org/CHIP Municipal technical assistance; legal questions should be referred to qualified municipal counsel

16. Adoption

Adopted by the Selectboard of the Town of Georgia, Vermont, at a duly warned meeting held on _____.

Selectboard member	Signature	Date



Selectboard member	Signature	Date

Appendix A - Minimum Project File

1. Developer information packet, concept submission, pre-application meeting record, preliminary screening, conflict disclosures, and Selectboard direction;
2. CHIP Interest Form, VEPC correspondence, GEARS submission, completeness record, site-visit materials, and VEPC decision;
3. Housing Development Plan, site map and parcel schedule, financing plan, pro forma, development schedule, risk analysis, and all amendments;
4. Public warnings, postings, hearing materials, minutes, votes, public financing disclosures, and election records;
5. Executed Housing Infrastructure Agreement, performance security, insurance, financing and closing documents, contracts, procurement, and permits;
6. OTV and annual valuation certifications; increment calculations, bank and general-ledger records, invoices, payment confirmations, and reconciliations;
7. Construction plans, inspections, change orders, photographs, completion certificates, cost certifications, lien releases, and as-built records;
8. Affordability covenants, primary-residence verifications, housing-unit and pricing records, annual reports, audit records, findings, and corrective actions; and
9. Final repayment evidence, closeout reconciliation, disposition of excess increment, releases, and Selectboard closeout acceptance.

Appendix B - Developer Information and Outreach Standard

The Town Administrator shall keep the following public-facing information current and may combine it into a webpage, handout, or pre-application packet. The packet should be revised as the Town gains CHIP experience.

Developer question	Town information to provide	Developer preparation expected
Is the project a good fit?	Community vision, housing needs, preferred development areas, utility and transportation context, flood and brownfield information, CHIP interests, and governing policies.	Review Town plans, maps, regulations, housing priorities, and CHIP resources before requesting municipal participation.



Developer question	Town information to provide	Developer preparation expected
What information is required?	A clear intake checklist, readiness expectations, evaluation criteria, financial expectations, and likely agreements.	Provide the site and concept plan, housing program, infrastructure, schedule, team, financing, site control, engineering, environmental review, utilities, and feasibility status.
How does the local process work?	Primary contact, meeting-request method, pre-application purpose and participants, process map, review steps, boards, approximate timelines, milestones, and public-engagement expectations.	Designate a project contact, attend coordinated meetings, respond completely, participate in public outreach, and understand that local, voter, and VEPC approvals may all be required.

Required disclaimer. Developer-facing materials shall state that they are informational, may change, do not constitute legal advice or project approval, create no right to CHIP financing or reimbursement, and do not replace zoning, permitting, procurement, public-hearing, voter, Selectboard, VEPC, or contractual requirements.

Appendix C - Source Authority

Prepared using the following authorities and guidance available as of August 18, 2026. Statutes, VEPC decisions, and current program guidance should be rechecked before each material action.

1. **2025 Act No. 69 (as enacted):**
<https://legislature.vermont.gov/Documents/2026/Docs/ACTS/ACT069/ACT069%20As%20Enacted.pdf>
2. **24 V.S.A. chapter 53, subchapter 7:** <https://legislature.vermont.gov/statutes/chapter/24/053>
3. **VEPC CHIP program and guidelines:** <https://accd.vermont.gov/economic-development/vepc/chip/guidelines>
4. **VEPC CHIP program page:** <https://accd.vermont.gov/economic-development/vepc/chip>
5. **Vermont League of Cities and Towns - CHIP IN VT:** <https://www.vlct.org/CHIP>
6. **VLCT - Information to Share with CHIP Developers:**
<https://www.vlct.org/resource/information-share-chip-developers>
7. **VLCT - CHIP Project Roadmap:** <https://www.vlct.org/resource/chip-project-roadmap>
8. **Town of Georgia Selectboard and municipal policies:**
<https://www.townofgeorgia.com/selectboard/page/policies>

Legal review recommended. CHIP creates long-term municipal, contractual, property-tax, and debt obligations. Before adoption and before approving any project, agreement, direct payment, or



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financing, the Town should obtain review by qualified Vermont municipal counsel and appropriate financial advisors.

Policy status	Adoption record
Draft for Selectboard review	Policy No.: _____
Administered by Town Administrator	Adopted: _____
Applies to every Town CHIP project	Effective: _____
Review after material State changes	Amended: _____



GEORGIA VERMONT

FACILITIES USE POLICY

A policy governing fair access, reservations, fees, safety, and responsible use of town facilities.

Adopted by the Town of Georgia Selectboard and effective

1. Purpose

The Town of Georgia has four facilities that are available for use by Georgia residents and members of the public. These facilities are available to all qualified users on equal terms without regard to race, color, religion, national origin, or other status covered by applicable state or federal laws or regulations. In allowing the use of these facilities, the Town of Georgia will not discriminate against users of the facilities based on the users' particular viewpoint(s).

It is the intent of the Town to have these facilities used as frequently as possible, but it is the obligation of the Town to ensure that its facilities are maintained in good condition and their use and maintenance do not impose an undue financial cost on the Town's residents. This policy is intended to help ensure that the Town's facilities will be well maintained, enjoyable, accommodating and will provide a safe environment.

2. Facilities to which this Policy applies

- Georgia Beach Pavilion and grounds
- Georgia Library Community Room.
- Georgia Fire & Rescue Community Room.
- Georgia Town Hall Meeting Room.

3. Priority of Use

The Town of Georgia will make these four facilities available on a first come first serve basis for individuals, groups and organizations to rent / use during times when the facilities are not being utilized for Town of Georgia programs or by Town staff, boards, commissions and committees, or Town of Georgia sponsored events.

4. Availability

• Georgia beach pavilion and facilities

- Two rates are available, pavilion only and pavilion and grounds.
- Grounds include the pavilion, volleyball court, sport courts, playground and sports fields.
- Boat launch area and parking are open for public use

Generally available from May to September for use during the following hours:

9:00 am – dusk. (Contact Town Hall to reserve and to obtain necessary forms.)

Any event with more than 100 guests will be required to pay an additional fee of \$50.00 for a port a potty.

• Georgia Library Community Room

- Available during regular hours when the library is staffed. Contact the librarian on duty to set up reservations and to obtain the necessary forms.
- Limited availability after hours. Contact the town office to check availability and proposed use.

• Georgia Fire & Rescue Community Room

- Available by appointment only, please contact the town offices for the current fees and deposit requirements and scheduling of event.

• Georgia Town Hall Conference Room

- Available by appointment only after 4pm, please contact the town offices for the current fees and deposit requirements and scheduling of event.

Please see the attached fee schedule for the current fees and deposit required. Non-Profit organizations and other groups may apply in writing to the Selectboard in advance of their requested event date to request a waiver or reduction of this fee. Waiver/reduction of this fee is at the discretion of the Selectboard. A signed waiver of liability form is required of all signatories, acknowledging that they understand all rules and that they assume all responsibility for and assure the compliance of the conduct and behavior of their guests. Deposits are still required of all events even if fees are waived or reduced.

5. Indemnification And Hold-Harmless

Users agree to indemnify and hold the Town, its officers, agents, and employees, harmless from any loss or liability which may result from claims of injury to persons or property or from any cause arising out of or during the use and occupancy of the Facility by User and User's employees, agents, contractors, guests, and invitees.

6. Cancellation

The user fee will not be refunded if notice of cancellation is received by the Town less than **10 (Ten)** days before the Event. The security deposit will be refunded if the facility is not used. In the event of a power outage or other event that may render the facility unusable, the user fee and security deposit will be refunded.

7. Terms Of Facility Use

The User understands and agrees to all of the following terms of use:

Animals are not permitted on the grounds of any facility except for service animals.

No open fires. Barbecue pits are available for patrons use.

No glass bottled beverages, **cans or plastic only**.

User is responsible for cleaning the facility immediately after the event. This includes disposing of all trash in trash receptacles, washing all dishes, wiping kitchen counters and tables, and returning all furniture that was moved for the event to its original location(s). **For events that produce large amounts of trash or rental of the Georgia Beach pavilion and facilities an additional trash fee may be imposed.**

No sign or temporary structure may be placed on the premises without obtaining advance written approval from the Town. Any signs or temporary structures placed on the premises by User shall be promptly removed by the User at the end of the event.

The facility, its appurtenances, and any equipment contained therein may not be injured, damaged, marred, or defaced in any way. Neither shall nails, hooks, tacks, or screws be driven into any wall or other part of the Facility.

Use of the facility shall not create any nuisance or disturb the quiet enjoyment of anyone using adjacent or common premises and facilities.

User is responsible for the cost of all repairs to the facility required as a result of damage caused by User or User's employees, agents, contractors, licensees, guests, or invitees. Vehicles are not permitted anywhere other than in designated parking spaces outside the facility.

The sale, possession, consumption, and use of tobacco, marijuana, and illegal drugs are forbidden on municipal property. The sale, possession, consumption, and use of alcoholic beverages are only permitted on municipal property as specifically described in a duly executed facility use agreement.

No Skateboards, bikes, blades or wheels allowed on the tennis/basketball court(s). No vehicles on the greens or back access road to the beach pavilion. If you need access to unload "heavy" items, or for handicapped assistance, please ask in advance for permission. There **is no parking** inside fenced areas at the beach.

8. Video Surveillance at Town-Owned Facilities

1. The Town of Georgia utilizes video surveillance systems at certain Town-owned facilities, buildings, grounds, and other municipal property for legitimate governmental purposes, including protection of public safety, security of persons and property, deterrence and investigation of unlawful or unauthorized activity, risk management, and protection of Town assets.

2. Individuals entering or using Town-owned facilities or property where video surveillance is in operation may be recorded. Surveillance may include the recording of images and related date, time, and location information. The Town does not use video surveillance to monitor constitutionally protected activities or to interfere with lawful use of public facilities.

3. Surveillance recordings are Town records and shall be maintained, accessed, disclosed, and disposed of in accordance with applicable federal and state law, including the Vermont Public Records Act and any applicable records retention requirements. Access to recordings shall be limited to authorized personnel and others as required or permitted by law, court order, law enforcement request, insurance investigation, or legitimate municipal purpose.

4. The Town reserves the right to install, relocate, modify, or discontinue surveillance equipment as necessary to meet operational, safety, security, or legal requirements. Nothing in this policy creates an expectation of privacy in any area open to the public or otherwise subject to lawful monitoring.

8. Sale, Possession, Consumption, And Use Of Alcoholic Beverages

The sale, possession, consumption, and use of alcoholic beverages in conjunction with the event are permitted as contained herein; or not permitted as marked below:

Permitted ☐ Not Permitted ☐ User acknowledgment (initials) _____

User understands that the sale, possession, consumption, and use of alcoholic beverages in the facility are subject to state and federal law. User understands that User is solely responsible for obtaining any liquor license or permit that is required by state and federal law.

User and/or User's employees, agents, contractors, licensees, guests, and invitees shall not provide alcohol to people under the age of 21 or to people who are already intoxicated or are apparently intoxicated. User and/or User's employees, agents, contractors, licensees, guests, and invitees shall require proof of **age of all people** prior to serving them with alcohol.

Users acknowledge that the Town does not condone the irresponsible use of alcoholic beverages. It shall be User's sole responsibility to monitor the use of alcoholic beverages by User's employees, agents, contractors, licensees, guests, and invitees.

9. Occupancy

Occupancy of the facilities will be limited as follows:

<u>Facility</u>	<u>Maximum Occupancy</u>
Beach Pavilion	200
Library Community Room	35
Georgia Fire & Rescue Community Room	49
Town Hall Letourneau Meeting Room	20

10. Insurance

Social service and community service groups, businesses, and non-profit groups wishing to use the facilities will procure and maintain, at its sole cost and expense, comprehensive general liability insurance for the event in which the Town is named as an additional insured with combined single limit coverage of \$1,000,000 per occurrence and \$1,000,000 in the aggregate. User will furnish the Town with a certificate of such insurance at the time of signing this agreement.

If User will contract with a caterer or other third party to furnish or serve alcohol at the event, such caterer or third party shall procure and maintain, at its sole cost and expense, comprehensive general liability insurance with combined single limit coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, and liquor liability insurance with combined single limit coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Town and User shall both be named as additional insured. User will furnish the Town with a certificate of such insurance prior to the event.

Host liquor liability coverage may be substituted when alcohol is consumed and not sold at the facility with the prior written approval of the Town. The Town shall be named as an additional insured on the host liquor liability insurance.

11. Vacating Facility

At the expiration of stated date and time, or upon the earlier termination of this agreement, User will promptly and peaceably vacate the facility and remove its employees, agents, contractors, licensees, guests, and invitees and their property from the facility and conduct the cleaning activities of this agreement so that the facility is in the same condition (ordinary wear and tear excepted) as at the inception of the event.

12. Injuries To Persons And Loss Or Damage To Property

The Town is not liable for any injury to persons or loss or damage to private property which occurs during the Event. User is financially responsible for any damage to or loss of Town property that occurs during the event.

13. Return Of Security Deposit

Promptly after the event, the Town will inspect the facility. If no damage has been caused to the facility, and if cleaning activities specified in this Agreement have been conducted so that the Facility is in the same condition (ordinary wear and tear excepted) as at the inception of the Event, the Town will return the security deposit to User by first class mail within fourteen business days. If damage has been caused to the facility, or

cleaning activities specified in this agreement have not been carried out, Town may retain all or a portion of the security deposit and give written notice to User specifying the amount retained and the reasons, therefore. In addition to retaining the security deposit, the Town may pursue any additional remedies authorized by law to recover its damages or losses.

14. Right Of Entry And Termination

The Town, its officers, agents, and employees shall have the right to always enter the facility during the event to confirm User's conformance to this agreement. If the Town determines, in its sole judgment, that User has breached a term of this agreement, the Town shall have the right to immediately terminate this agreement prior to the expiration of its term without any refund to User.

15. Conformance With The Law

Users agree that User will abide by and conduct its affairs in accordance with the Town's Facility Use Policy and all laws, rules, regulations, and ordinances, including those relating to alcohol consumption and noise. User shall not engage in or allow any illegal activity to occur at the facility during the contracted time frame for its entry and use.

16. Facility Fee Schedule

Facility	Resident Rate	Non-Resident Rate	Deposit	Notes
Georgia Beach Pavilion & Grounds	\$250 / day	\$500 / day	\$200	Seasonal use; May-Sept
Georgia Beach Pavilion	\$100 / day	\$250 / day	\$200	Seasonal use; May-Sept
Georgia Public Library Community Room	\$50 / day	\$50 / day	\$50	Subject to library hours and approval
Georgia Fire & Rescue Community Room	\$50 / day	\$50 / day	\$50	Includes tables & chairs
Georgia Town Hall Meeting Room	\$0 / day	\$0 / day	\$50	Includes tables & chairs

17. Effective Date

This policy as amended shall become effective immediately upon its adoption by the Town of Georgia Selectboard.

18. Signatures

Selectboard Chair : _____

Selectboard Vice Chair: _____

Selectboard Member: _____

Selectboard Member: _____

Selectboard Member: _____

Date of Revision: _____

19. Adoption History

1. Agenda item at regular Town of Georgia Selectboard meeting held on September 28, 2026.
2. Read and approved at regular Town of Georgia Selectboard meeting on October 12, 2026 and entered in the minutes of that meeting which were approved on _____.

TOWN OF GEORGIA

FACILITY USE AGREEMENT FOR A ONE-TIME EVENT

This Agreement, dated _____, is by and between Town of Georgia (hereafter "Town") and _____ (hereafter "User"). This Agreement is not transferrable or assignable to any other person or entity.

In consideration of the mutual covenants and conditions herein, the parties agree as follows:

Facility

The Town grants a license to User to use _____ (hereafter "the facility") for the event and time period contained herein. User's rights under this Agreement include the use of _____ but do not include _____.

Occupancy

Occupancy of the facility shall be limited to _____ persons, including User's employees, agents, contractors, licensees, guests, and invitees.

Event

User is granted a license to use the facility for the following event and no other purpose: _____

User understands that Town does not warrant or represent that the facility is safe and suitable for User's purposes. User expressly acknowledges for itself and for all persons who will be utilizing the premises and facility in connection with User's purposes that Town is providing premises and facility on an "as is" basis.

Date And Time Of Use

Such event will take place on (month, day, year) _____, from _____ (starting time A.M. or P.M.) until _____ (ending time A.M. or P.M.)

Entire Agreement

This Facility Use Agreement, together with any exhibits or addenda annexed hereto, is the sole and complete expression of the parties' intent with respect to the subject matter hereof. This agreement may be amended or modified only by a writing countersigned by authorized representatives of each party.

I, _____ (printed name of User), acting on my own behalf and also action on behalf of _____ (name of organization, if applicable), being fully authorized to do so, hereby waive and release any and all claims against Town of Georgia, together with its various departments, employees, officers, elected officials, agents, and any and all other persons or entities acting on its behalf, from any and all actions of any nature whatsoever asserting any injury, accident, harm, loss, damage, or cost arising in connection with the use of any facilities pursuant to this Agreement, and further undertake to defend and indemnify all of the aforesaid parties against any and all such claims and forever hold them harmless from the same. **I also certify that I have read this form and that all information stated herein, including any information on the facility use policy appended hereto, is true to the best of my knowledge, information and belief.**

Date: _____ Users Cell Phone #: _____

Address of User: _____

APPROVED BY THE TOWN OF GEORGIA ON:

DATE: _____

BY _____, Duly Authorized Agent.



Town of Georgia Facilities Use Policy

ADOPTED May 28, 2025

POLICY

Purpose

The Town of Georgia has four facilities that are available for use by Georgia residents and members of the public. These facilities are available to all qualified users on equal terms without regard to race, color, religion, national origin, or other status covered by applicable state or federal laws or regulations. In allowing the use of these facilities, the Town of Georgia will not discriminate against users of the facilities based on the users’ particular viewpoint(s).

It is the intent of the Town to have these facilities used as frequently as possible, but it is the obligation of the Town to ensure that its facilities are maintained in good condition and their use and maintenance do not impose an undue financial cost on the Town’s residents. This policy is intended to help ensure that the Town’s facilities will be well maintained, enjoyable, accommodating and will provide a safe environment.

Facilities to which this Policy applies

Georgia Beach Pavilion and grounds

Georgia Library Community Room.

Georgia Fire & Rescue Community Room.

Georgia Town Hall Meeting Room.

Priority of Use

The Town of Georgia will make these four facilities available on a first come first serve basis for individuals, groups and organizations to rent / use during times when the facilities are not being utilized for Town of Georgia programs or by Town staff, boards, commissions and committees, or Town of Georgia sponsored events.

Availability

The Georgia beach facilities are generally available from May to September for use during the following hours: 9:00 am – dusk. (Contact Town Hall to reserve and to obtain necessary forms.)

Please see the attached fee schedule for the current fees and deposit required for use of Georgia Beach Pavilion & Grounds. Non-Profit organizations and other groups may apply in writing to the Selectboard in advance of their requested event date to request a waiver of this fee. Waiver of this fee is at the discretion of the Selectboard. A signed waiver of liability form is required of all signatories, acknowledging that they understand all rules and that they assume all responsibility for and assure the compliance of the conduct and behavior of their guests.

Any event with more than 100 guests will be required to pay an additional fee of \$50.00 for a port a potty.

The Georgia Library Community Room is, available only during regular hours when the library is staffed. Contact the librarian on duty to set up reservations and to obtain the necessary forms.

Please see the attached fee schedule for the current fees and deposit required for use of Georgia Public Community Room. Non-Profit organizations and other groups may apply in writing to the Library Trustees in advance of their requested meeting date to request a waiver of this fee. The "fee waiver request" is at the discretion of the library Trustees.

Georgia Fire & Rescue Community Room - by appointment only, please contact Town Hall for the current fees and deposit requirements and scheduling of event.

Georgia Town Hall Conference Room - by appointment only, please contact Town Hall for the current fees and deposit requirements and scheduling of event.

INDEMNIFICATION AND HOLD-HARMLESS

Users agree to indemnify and hold the Town, its officers, agents, and employees, harmless from any loss or liability which may result from claims of injury to persons or property or from any cause arising out of or during the use and occupancy of the Facility by User and User's employees, agents, contractors, guests, and invitees.

CANCELLATION

The user fee will not be refunded if notice of cancellation is received by the Town less than **10 (Ten)** days before the Event. The security deposit will be refunded if the facility is not used. In the event of a power outage or other event that may render the facility unusable, the user fee and security deposit will be refunded.

TERMS OF FACILITY USE

The User understands and agrees to all of the following terms of use:

Animals are not permitted on the grounds of any facility with the exception of service animals.

No open fires. Barbecue pits are available for patrons use.

No glass bottled beverages, cans or plastic only.

User is responsible for cleaning the facility immediately after the event. This includes disposing of all trash in trash receptacles, washing all dishes, wiping kitchen counters and tables, and returning all furniture that was moved for the event to its original location(s).

No sign or temporary structure may be placed on the premises without obtaining advance written approval from the Town. Any signs or temporary structures placed on the premises by User shall be promptly removed by the User at the end of the event.

The facility, its appurtenances, and any equipment contained therein may not be injured, damaged, marred, or defaced in any way. Neither shall nails, hooks, tacks, or screws be driven into any wall or other part of the Facility.

Use of the facility shall not create any nuisance or disturb the quiet enjoyment of anyone using adjacent or common premises and facilities.

User is responsible for the cost of all repairs to the facility required as a result of damage caused by User employees, agents, contractors, licensees, guests, or invitees. Vehicles are not permitted anywhere other than in designated parking spaces outside the facility.

Section 8. Item #G.

The sale, possession, consumption, and use of tobacco, marijuana, and illegal drugs are forbidden on municipal property. The sale, possession, consumption, and use of alcoholic beverages are only permitted on municipal property as specifically described in a duly executed facility use agreement.

No Skateboards, bikes, blades or wheels allowed on the tennis/basketball court(s). No vehicles on the greens or back access road to the beach pavilion. If you need access to unload "heavy" items, or for handicapped assistance, please ask in advance for permission. There is no parking inside fenced areas at the beach.

SALE, POSSESSION, CONSUMPTION, AND USE OF ALCOHOLIC BEVERAGES

The sale, possession, consumption, and use of alcoholic beverages in conjunction with the event are permitted as contained herein; or not permitted as marked below:

Permitted ☐ Not Permitted ☐ User acknowledgment (initials) _____

- User understands that the sale, possession, consumption, and use of alcoholic beverages in the facility are subject to state and federal law. User understands that User is solely responsible for obtaining any liquor license or permit that is required by state and federal law.
- User and/or User's employees, agents, contractors, licensees, guests, and invitees shall not provide alcohol to people under the age of 21 or to people who are already intoxicated or are apparently intoxicated. User and/or User's employees, agents, contractors, licensees, guests, and invitees shall require proof of age of all people prior to serving them with alcohol.
- Users acknowledge that the Town does not condone the irresponsible use of alcoholic beverages. It shall be User's sole responsibility to monitor the use of alcoholic beverages by User's employees, agents, contractors, licensees, guests, and invitees.

Occupancy

Occupancy of the facilities will be limited as follows:

<u>Facility</u>	<u>Maximum Occupancy</u>
Beach Pavilion	200
Library Community Room	35
Georgia Fire & Rescue Community Room	49
Town Hall Letourneau Meeting Room	20

INSURANCE

Social service and community service groups, businesses, and non-profit groups wishing to use the facilities will procure and maintain, at its sole cost and expense, comprehensive general liability insurance for the event in which the Town is named as an additional insured with combined single limit coverage of \$1,000,000 per occurrence and \$1,000,000 in the aggregate. User will furnish the Town with a certificate of such insurance at the time of signing this agreement.

If User will contract with a caterer or other third party to furnish or serve alcohol at the event, such caterer or third party shall procure and maintain, at its sole cost and expense, comprehensive general liability insurance with combined single limit coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, and liquor liability insurance with

combined single limit coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Town and User shall both be named as additional insured. User will furnish the Town with a certificate of such insurance prior to the event.

Host liquor liability coverage may be substituted when alcohol is consumed and not sold at the facility with the prior written approval of the Town. The Town shall be named as an additional insured on the host liquor liability insurance.

VACATING FACILITY

At the expiration of stated date and time, or upon the earlier termination of this agreement, User will promptly and peaceably vacate the facility and remove its employees, agents, contractors, licensees, guests, and invitees and their property from the facility and conduct the cleaning activities of this agreement so that the facility is in the same condition (ordinary wear and tear excepted) as at the inception of the event.

INJURIES TO PERSONS AND LOSS OR DAMAGE TO PROPERTY

The Town is not liable for any injury to persons or loss or damage to private property which occurs during the Event. User is financially responsible for any damage to or loss of Town property that occurs during the event.

RETURN OF SECURITY DEPOSIT

Promptly after the event, the Town will inspect the facility. If no damage has been caused to the facility, and if cleaning activities specified in this Agreement have been conducted so that the Facility is in the same condition (ordinary wear and tear excepted) as at the inception of the Event, the Town will return the security deposit to User by first class mail within fourteen business days. If damage has been caused to the facility, or cleaning activities specified in this agreement have not been carried out, Town may retain all or a portion of the security deposit and give written notice to User specifying the amount retained and the reasons therefore. In addition to retaining the security deposit, the Town may pursue any additional remedies authorized by law to recover its damages or losses.

RIGHT OF ENTRY AND TERMINATION

The Town, its officers, agents, and employees shall have the right to always enter the facility during the event to confirm User’s conformance to this agreement. If the Town determines, in its sole judgment, that User has breached a term of this agreement, the Town shall have the right to immediately terminate this agreement prior to the expiration of its term without any refund to User.

CONFORMANCE WITH THE LAW

User agrees that User will abide by and conduct its affairs in accordance with the Town’s Facility Use Policy and all laws, rules, regulations, and ordinances, including those relating to alcohol consumption and noise. User shall not engage in or allow any illegal activity to occur at the facility during the contracted time frame for its entry and use.

FACILITY FEE SCHEDULE

Section 8. Item #G.

Facility	Resident Rate	Non-Resident Rate	Deposit Notes	
Georgia Beach Pavilion & Grounds	\$250 / day	\$500 / day	\$200	Seasonal use; May-Sept
Georgia Public Library Community Room	\$0 / day	\$0 / day	\$50	Subject to library hours and approval
Georgia Fire & Rescue Community Room	\$50 / day	\$50 / day	\$50	Includes tables & chairs
Georgia Town Hall Meeting Room	\$0 / day	\$0 / day	\$50	Includes tables & chairs

EFFECTIVE DATE

This policy as amended shall become effective immediately upon its adoption by the Town of Georgia Selectboard.

SIGNATURES

Selectboard Chair: Kurtina Gandy

Selectboard Vice Chair: Kevin W. Wynn

Selectboard Member: Carl Ruggieri

Selectboard Member: Kellie Bosley

Selectboard Member: Paul Jensen

Date of Revision: May 28, 2025

Adoption History

1. Agenda item at regular Town of Georgia Selectboard meeting held on May 28, 2025.
2. Read and approved at regular/special Town of Georgia Selectboard meeting on May 28, 2025 and entered in the minutes of that meeting which were approved on _____.

TOWN OF GEORGIA

FACILITY USE AGREEMENT FOR A ONE-TIME EVENT

This Agreement, dated _____, is by and between Town of Georgia (hereafter "Town") and _____ (hereafter "User"). This Agreement is not transferrable or assignable to any other person or entity.

In consideration of the mutual covenants and conditions herein, the parties agree as follows:

FACILITY

The Town grants a license to User to use _____ (hereafter "the facility") for the event and time period contained herein. User's rights under this Agreement include the use of _____ but do not include _____.

OCCUPANCY

Occupancy of the facility shall be limited to _____ persons, including User's employees, agents, contractors, licensees, guests, and invitees.

EVENT

User is granted a license to use the facility for the following event and no other purpose: _____

User understands that Town does not warrant or represent that the facility is safe and suitable for User's purposes. User expressly acknowledges for itself and for all persons who will be utilizing the premises and facility in connection with User's purposes that Town is providing premises and facility on an "as is" basis.

DATE AND TIME OF USE

Such event will take place on (month,day,year) _____, from _____ (starting time A.M. or P.M.) until _____ (ending time A.M. or P.M.)

ENTIRE AGREEMENT

This Facility Use Agreement, together with any exhibits or addenda annexed hereto, is the sole and complete expression of the parties' intent with respect to the subject matter hereof. This agreement may be amended or modified only by a writing countersigned by authorized representatives of each party.

I, _____ (printed name of User), acting on my own behalf and also action on behalf of _____ (name of organization, if applicable), being fully authorized to do so, hereby waive and release any and all claims against Town of Georgia, together with its various departments, employees, officers, elected officials, agents, and any and all other persons or entities acting on its behalf, from any and all actions of any nature whatsoever asserting any injury, accident, harm, loss, damage, or cost arising in connection with the use of any facilities pursuant to this Agreement, and further undertake to defend and indiemnify all of the aforesaid parties against any and all such claims and forever hold them harmesss from the same. **I also certify that I have read this form and that all information stated herein, including any information on the facility use policy appended hereto, is true to the best of my knowledge, information and belief.**

X

Signature of User

Date: _____ Users Cell Phone #: _____

Address of User: _____

APPROVED BY THE TOWN OF GEORGIA ON:

DATE: _____

BY _____, Duly Authorized Agent.



TOWN ADMINISTRATOR REPORT

Operational update for the Town of Georgia

Prepared: September 24, 2026

Prepared by: Doug Bergstrom, Town Administrator

Reporting period: September 14 – September 24, 2026

General Administration

- Continued updating and digitizing employee records.
- Working on cell tower contract.
- New website is in review for content migration and updating.
- Completed two FOIA requests.
- Work on multiple grant applications with deadlines approaching.
- Multiple meetings with developer regarding existing project with the DRB.
- Library installation of new network, removing old systems, updating conference room with Bouchard home services.
- Installation of camera at Russel Green.
- Updated Facilities Use Policy.
- Developed a new employee newsletter to update staff, first one will be going out next week.



Planning & Zoning

Planning

- Since the last Selectboard meeting, there have been three building permits issued, three Certificates of Occupancy and seven certificates of compliance for house closings.
- There are two administrative two-lot subdivisions currently in the approval process.
- We have spoken with many community members who have come in to gather information on building permits, subdividing property, seasonal conversions on camps, and have mediated two neighbor disputes.
- We have investigated two properties for zoning violations and have referred two to ANR. A letter went out to Dollar General for landscaping maintenance.
- To date there have been 8 building permits issued for new single-family dwellings in Georgia and 4 building permits issued for ADUs, for a total of 12 new dwellings.
- The Planning Commission will meet on Tuesday, October 13, 2026 to discuss changes and updates to the Development Regulations.

DRB

- The next meeting is on October 6, 2026 for a three-lot minor subdivision.
- DRB projects that will be coming in the next few months include a four-lot subdivision on Cadieux Road, a ten-lot subdivision of the Rhodeside Acres mobile home park, and the final plat approval for RenoVermont's three-lot minor subdivision at Ethan Allen Highway and I-89.
- Long term DRB Projects:
- Cline Road LLC, 32-lot subdivision, Preliminary Plat Approval expires 6/2/26.
- 17 Black Walnut, LLC, 18-lot subdivision, Preliminary Plat Approval expires 8/18/26.

TRAINING

- Kollene and Curtis attended the Fall Planning and Zoning Forum through VLCT in Montpelier on September 16th. Kollene and Curtis participated in CloudPermit update training on September 24th and Curtis completed his introductory E911 training on September 24th.

Public Works

- Mill River open with Jersey barriers in place. Guard rails possibly next week.
- Finishing up grant with NRPC due end of September.
- Replace culvert on Georgia Shore Road.
- SD Ireland completed paving projects in town.
- Ongoing cleaning of waterfront area at beach.
- Maine for Hotbox, dock trade
- Salt shed upgrades
- Starting culvert replacements
- Shoulder roads after paving
- Roadside mowing completed
- Trash on Reynolds Road removed

Library

- We had many IT updates in the past two weeks, including rewiring, and removing patron computers off of the staff network for better security.
- We have a new OWL camera installed in the community room.
- Painting has begun in the library, and the new colors look lovely.
- Offers have been made to 2 Junior Library Assistant candidates, one has accepted, the other is pending.
- Our book sale by donation is completed.

Fire Department

- 13 medical calls
- 8 fire calls
- 1 mutual aid to Fairfax for working on a commercial structure fire.

Ongoing Projects

- **Personnel files and Paychex:** Digitization, records management, and payroll follow-up remain in progress.
- **GIDC and Village Core water issue:** Reviewing potential grant opportunities.
- **Library ADA entrance and parking lot:** Project planning remains underway.
- **CPR & De-escalation:** Training for employees in town.