



GEORGIA VERMONT

Selectboard Regular Meeting Monday, October 27, 2025 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Agenda

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **CHAIR UPDATE**
4. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**
5. **SELECTBOARD MINUTES AND WARRANTS**
 - [A.](#) Approval of Selectboard Special Meeting Minutes for October 13, 2025: Selectboard Vacancy
 - [B.](#) Approval of Selectboard Special Meeting Minutes October 13, 2025: Impact Fees
 - [C.](#) Approval of Selectboard Special Meeting Minutes for October 13, 2025: Development Regulations
 - [D.](#) Approval of Selectboard Regular Meeting Minutes for October 13, 2025
 - [E.](#) Approval of Warrant #2539
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.](#) Northwest Fiberworx - Annual Report and Notice of Public Hearing
8. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
 - [A.](#) Town Assessor Errors and Omissions (E & O) Form - Action to Approve
 - [B.](#) Present Health Plans for FY26 - Action to Approve
 - [C.](#) Snow Raiders Request to Waive Facilities Use Fees - Action to Approve
 - [D.](#) New Seat License for ICT Protege Security Software - Action to Approve

E. Boat Dock Seasonal Services Bid Decision - Action to Approve

F. Better Roads Program Grant, Road Erosion Inventory (REI) - Action to Approve and Sign

G. Approval to Apply for VTrans FY 2026 Grants for Bridge #28--VTrans SFY 2026 Transportation Alternatives Program (TAP) and Municipal Highway and Stormwater Mitigation Program (MHSMP) is open and accepting applications with deadline of November 7th.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Public Works--Todd Cadieux will provide an update in person at the meeting.

B. Town Administrator:

(i) September Activity Report from the Franklin County Sheriff Department

(ii) Impact Fee Ordinance for Revision with the Planning Commission

(iii) Discussion for Net Metering Contract with Town of Colchester

(iv) Town Administrator Report

C. Treasurer

10. UNFINISHED BUSINESS

A. Georgia Public Library Memorandum of Understanding--There has been renewed interest in an MOU document, Stacy sent email to Bridget Stone the Library Director to restart the discussions.

B. Local Option Tax

C. Change in Fiscal Year

D. Video Surveillance Policy - Currently Working on New Draft, with Guidance from the Selectboard

E. Town of Georgia Lot (Parcel ID 112260000) - Under Review by Town Attorney

F. Bridge #28 (Mill River Bridge)

G. Perrigo Closing

H. GPL Building Revitalization Committee

I. Friends of Lake Champlain Update - Josh Serpe, Project Manager for the Mill River Road SE Project

J. Discussion and Approval to Use the Employee Injury Process & Guidelines - Action to Approve use of the procedures and forms.

11. OTHER

12. PLAN NEXT MEETING AGENDA

A. November 10, 2025

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

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

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

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: Stacy Katon, Town Administrator

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



GEORGIA VERMONT

Selectboard Special Meeting Monday, October 13, 2025 at 5:30 PM Chris Letourneau Meeting Room and via Zoom Minutes

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1. CALL TO ORDER 5:30PM

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore (via Zoom), Kellie Bosenberg, Carl Rosenquist

STAFF PRESENT

Doug Bergstrom, Kollene Caspers, Lori Hobart, Stacy Katon

GUESTS PRESENT

Tessa Collette, Judy Nasca, Kevin Lavalley (Via Zoom)

2. PLEDGE OF ALLEGIANCE

3. SELECTBOARD VACANCY

A. Action to appoint new Selectboard member.

- Chair Senna welcomed each candidate, and the Selectboard members introduced themselves.
- Tessa Collette introduced herself and stated she wanted to join the Selectboard because she would like to be more involved in the Town of Georgia and community.
- Judy Nasca introduced herself and stated she would like to join the Selectboard because she has been a long time resident and would like to get involved in the community. Should she join the Selectboard she would like to focus on fiscal responsibility, given the high taxes in the last few years.
- The Selectboard spoke on the responsibilities, time commitment, and preparation necessary to be on the Selectboard. The focus of the Board is to be responsible for the Town and focus on fiscal responsibility and understand the needs of the community and their rights as property owners.

39

40 **4. PUBLIC COMMENT**

41

42 **5. EXECUTIVE SESSION**

43

44 Chair Senna would entertain a motion to enter into Executive Session to discuss Selectboard
45 Vacancy Candidates which premature disclosure or discussion may be detrimental to the board in
46 itself and/or individuals involved.

47

48 Motion to go into Executive Session at 5:47pm.
49 Motion made by C. Rosenquist, Seconded by K. Bosenberg.
50 Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

51

52 Motion to exit Executive Session at 5:50pm
53 Motion made by K. Bosenberg, Seconded by C. Rosenquist
54 Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

55

56 Chair Senna thanked the candidates for their application and dedication to serving the Town of
57 Georgia.

58

59 Motion to appoint Judy Nasca to the Selectboard position vacated by Paul Jansen for the remainder
60 of his term.
61 Motion made by C. Rosenquist, Seconded by K. Bosenberg.
62 Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

63

64 **6. ADJOURN**

65

65 Motion to adjourn at 5:53pm
66 Motion made by C. Rosenquist, Seconded by K. Bosenberg.
67 Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

68

69 **Agendas are posted to the Town website, four designated places within the Town of Georgia**
70 **(Town Clerk’s Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to**
71 **the local media. Meeting videos are posted on the Town of Georgia website.**
72 **Minutes and videos are posted on the Town of Georgia website.**
73 **Signed: Stacy Katon, Town Administrator**
74 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com**



GEORGIA VERMONT

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1. CALL TO ORDER 6:00PM

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore (via Zoom), Kellie Bosenberg, Carl Rosenquist, Judith Nasca

STAFF PRESENT

Doug Bergstrom, Kollene Caspers, Lori Hobart, Stacy Katon

GUESTS PRESENT

Michael Danis, Terry Cleveland, Tessa Collette, Ken Minck, Walter & Dayle Goad, Mary O'Neil, Kevin Lavalley (via Zoom)

2. IMPACT FEE PUBLIC HEARING -- for Michael Danis of 2964 Georgia Shore Road

- M. Danis is asking the Selectboard for a waiver in Impact Fees on his property based on his home rebuild having the same number of bedrooms and a smaller footprint, though the home's total square footage has increased with the addition of a second story.
- He explained the home is not their primary dwelling, having purchased the property in 1998 and spend a third of their time there. This past year, they decided to tear down and rebuild rather than remodel the house. M. Danis is a builder by trade and has been working with D. Bergstrom on Zoning compliance for the new home build.
- M. Danis was informed of the Impact Fee based on the change in footprint and the additional square footage. In accordance with the Impact Fee Ordinance, there would not be impact fee if he stayed true to the home's footprint. He is not increasing bedrooms, as he understands it reading through the Impact Fee Ordinance the Impact Fees are imposed on new builds or new homes. He has been a taxpayer and the value of the home will go up, so he will pay more in taxes once the home build has been completed.

- D. Bergstrom spoke on the language of the Impact Fee Ordinance, which he applied to the Zoning permit. No Impact Fee is applied when a replacing a structure of the same size and same footprint and use as the existing structure. For M. Danis’ home, the footprint is smaller but the size of the home has doubled in square footage (from ±1200 to ±2400 sq ft). Because of this, it is non-exempt according to the ordinance.
- M. Danis showed a photo of the home before it was demolished, and the plans for the new home build. The Impact Fee Ordinance does not refer to square footage or bedroom count.
- The Impact Fee Ordinance was passed in April, 2025. Prior to this the Impact Fee ordinance had not been changed in 10 years.
- The Impact Fee amount is \$5,212
- M. Danis referred to State Statute regarding Impact Fees.
- The Impact Fee Ordinance, and particularly this exemption, has been applied to many projects over the last three years D. Bergstrom has been in the ZA position.

Motion to close the hearing at 6:21pm

Motion made by Chair Senna, Seconded by C. Rosenquist.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Voting Abstaining: J. Nasca

3. PUBLIC COMMENT

4. ADJOURN

Motion to adjourn the meeting at 6:22pm

Motion made by K. Bosenberg, Seconded by C. Rosenquist.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

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Signed: Stacy Katon, Town Administrator

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1. CALL TO ORDER 6:30PM

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore (via Zoom), Kellie Bosenberg, Carl Rosenquist, Judith Nasca

STAFF PRESENT

Doug Bergstrom, Kollene Caspers, Lori Hobart, Stacy Katon

GUESTS PRESENT

Tessa Collette, Terry Cleveland, Mary O'Neil, Heather Grimm, Fred Grimm, Ken Minck, Dayle Goad, Walter Goad, Paul Danis, Tom Hargy, Evan James, Dan Coolbeth, Kevin Lavalley & Deanne Waddy (via Zoom).

2. DEVELOPMENT REGULATIONS VERSION 3.0 PUBLIC HEARING

<https://www.townofgeorgia.com/planning-commission/page/town-georgia-development-regulations-presentation>

A. Selectboard Chair Statement

Chair Senna made a statement:

The Selectboard is elected to represent All- not just those who attend meetings. The Planning Commission and Selectboard held several public hearings, the Planning Commission on June 24th which the Selectboard warned and attended; and the Selectboard held hearings on July 31 and August 26, both of which the Planning Commission and ReGrowth Planning attended.

38 Tonight’s hearing is to correct an error in the adoption process on August 26th. The Planning
39 Commission did not update its report on the amendments made by the Selectboard.

40
41 The Selectboard was within its authority to make changes to the proposed Development
42 Regulations and there were not thousands of changes. An example is changing the word *shall*
43 to *may* per current recommendations from the State of Vermont, allowing more decisions to be
44 made by the Development Review Board. 10-foot setbacks from the lake were based on current
45 state regulations that do not allow, however recent history shows the governor can issue
46 executive orders to loosen up regulations.

47
48 The Natural areas zoning reduction to 10 acres allows those individuals who own in the area to
49 sell less of their property to conserve more, same with other areas in town. The Town has heard
50 many positive comments about the changes to the zoning regulations, and many are thankful
51 they can sell less of their property and stay in Georgia.

52
53 B. Planning Commission Report 9/23/2024

- 54 • D. Bergstrom gave a timeline of the Development Regulation review and rewrite and
55 spoke on the history of Town zoning regulations over the past 50 years. Including:
 - 56 – In 1974, the lot size in Georgia’s AR-1 was 2 acres, and the R & N districts
57 were 5 acres.
 - 58 – In 1981, zoning was 10-15 acres minimum in AR-1, which changed in the 90s to
59 5 acres.
 - 60 – Over that time, there has been a large reduction in farmland.
 - 61 – Natural areas have been 20-acre zoning since the 1980s, but the zone has
62 increased greatly. During that time, smaller lots have been created.
- 63 • Reducing acreage back to 1974 standards would lessen the impact on remaining open
64 space in Georgia.
- 65 • Chair Senna stated the Planning Commission Report is in the meeting packet for
66 informational purposes, no action needs to be taken by the Selectboard.

67
68 3. PUBLIC COMMENT

69 Chair Senna asked that each member of the public clearly state their name, may take up to four
70 minutes to comment on the Development Regulations only, and requested the community not to
71 repeat conversations or questions due to time constraints.

- 72 • F. Grimm asked when the Selectboard decided to change the setbacks and acreage in the
73 Development Regulations. Chair Senna answered the changes were made during the June 24
74 and July 31 public meetings. F. Grimm continued to ask why have a Planning Commission
75 or consultant create the regulations if the Selectboard was going to make changes.
- 76 • D. Coolbeth spoke positively on the new Development Regulations, highlighting the
77 benefits of the changes, such as planned growth, smaller acreage for farmers, and more
78 autonomy for property owners.
- 79 • T. Hargy wanted to address the 10-foot setbacks at the shoreline, and the State regulations
80 that safeguard the Lakefront zoning district.
- 81 • K. Minck read the Planning Commission report regarding Agricultural zone acreage. He
82 commented that the Agricultural zone is intended for low density growth, which is not
83 consistent with the two acre minimum. He continued to address the language for Steep
84 slopes and the problems that come with building on slopes.

- H. Grimm asked about the zoning regulations along the lakefront and properties that did not follow state regulations. F. Grimm continued, questioning on Development Regulation administration and enforcement by the Zoning Administrator. F. Grimm asked who on the Selectboard thought 10-foot setbacks in the Lakefront zoning district was a good idea, given some people are not being held to State regulations.
- D. Goad said the mean water level should be taken into consideration on Shoreland setbacks.
- W. Goad asked why 10-foot setbacks were decided, instead of 25-foot setbacks as permitted by the State. C. Rosenquist asked D. Bergstrom, who said it was dictated by Shoreland Protection.
- Vice Chair Dunsmore reminded the community that zoning regulations are rules that take away the rights of property owners. The Selectboard’s intent in approving the new regulations was to help landowners maintain autonomy over their land.
- W. Goad asked why the Development Regulations did not just use “state standards” language for the Lakefront setbacks.
- M. O’Neil asked about Federal oversight and protections on the shoreland setbacks, and whether they would impact the Town’s flood insurance.
- C. Rosenquist spoke on the reduction of local regulations when there are state controls put in place.
- D. Bergstrom explained the Development Regulation amendment process.
- W. Goad asked again why the Selectboard put 10-foot setbacks for Lakefront zone in the Development Regulations. C. Rosenquist answered that it would give flexibility to Town regulations if the State changed their regulations.

Motion to close the Public Hearing at 7:11pm
Motion made by Vice Chair Dunsmore, Seconded by C. Rosenquist.
Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

4. **ADJOURN**

Motion to adjourn at 7:12pm
Motion made by C. Rosenquist, Seconded by K. Bosenberg
Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

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1. CALL TO ORDER 7:12pm

SELECTBOARD PRESENT

Chair Kristina Senna, Vice Chair Brian Dunsmore (via Zoom), Kellie Bosenberg, Carl Rosenquist, Judith Nasca

STAFF PRESENT

Doug Bergstrom, Kollene Caspers, Lori Hobart, Stacy Katon

GUESTS PRESENT

Terry Cleveland, Ken Minck, Paul Danis

2. CHAIR UPDATE

- Thanks go out to Georgia Market for continued support for our Town and community organizations. The October 5th Serving Sunday benefitted the Georgia Fire Department and raised \$3,900 together with a matching donation from the Blanchard family. The next serving Sunday will be on October 19th to benefit the Franklin County Animal Rescue (F.C.A.R.)

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- L. Hobart requested the addition of Warrant #2538 for \$696.46 (4B).
- K. Bosenberg requested the addition of background checks discussion for the library (8B).

Motion to approve the additions to the Agenda.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for September 22, 2025

Motion to approve minutes as written.

Motion made by C. Rosenquist, Seconded by K Bosenberg

- Selectboard had questions on the minutes. No changes were made.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C Rosenquist

Abstaining: J. Nasca

B. Approval of Warrant #2537

Motion to approve the Warrant in the amount of \$208,340.78

Motion made by K. Bosenberg, Seconded by C. Rosenquist

- L. Hobart answered questions about the warrant.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstaining: J. Nasca

Motion to approve Warrant #2538 in the amount of \$696.46

Motion made by Vice Chair Dunsmore, Seconded by K. Bosenberg

- L. Hobart answered questions about the Warrant

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstaining: J. Nasca

5. PUBLIC COMMENT (For items not on agenda)

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

- K. Minck inquired on the Town Hunting Policy and the definition of "designated" in the context of hunting on designated land. Vice Chair Dunsmore explained designated land is all town property where hunting is allowed. K. Minck asked if defining this further will be addressed by the Selectboard. Chair Senna answered not at this time.

6. CORRESPONDENCE

A. Village Area Boundary on NRPC Regional Future Land Use Map

- No action necessary. This communication is for informational purposes.

B. NRCP Notice on Emergency Management Funding

- No action necessary. This communication is for informational purposes.

C. VELCO Franklin County Line Update Project

- No action necessary. This communication is for informational purposes.

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

A. Impact Fee Hearing - Action

- The Selectboard held a hearing for a waiver of Impact Fees by application of Michael Danis on October 13, 2025 at 6:00pm.
- Vice Chair Dunsmore recommended a change to the ordinance clarifying the language before allowing waivers for Impact Fees.
- D. Bergstrom explained Impact Fees have been waived in the past, but none have been applied to changes in the footprint or square footage in a home rebuild in the past three years he has been Zoning Administrator.

- The Selectboard discussed the Impact Fees and the ramifications in giving the homeowner a waiver based on change in footprint and square footage.
- C. Rosenquist requested a compromise to reduce the Impact Fee amount instead of approving a full waiver.
- Chair Senna suggested taking the Impact fee amount and dividing it by the change in square footage, which would be 50%. The \$5,212 Impact Fee would be reduced to \$2,606. The school would maintain their share of \$1,100 while the Town would receive the remainder.

Motion to reduce the Impact fees by 50% based on the rebuild of a home with a smaller footprint but increased square footage, for a total Impact Fee of \$2,606.00 with \$1,100 going to the school and \$1,506 to the Town of Georgia.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, K. Bosenberg, C. Rosenquist, J. Nasca

Voting Nay: Vice Chair Dunsmore

B. Development Regulations - Action to Approve

Motion to approve the Development Regulations 3.0 as presented.

Motion made by Vice Chair Dunsmore, Seconded by K. Bosenberg

- C. Rosenquist would like to consider the 10-foot setback in the Lakefront zoning district as it seemed objectionable to some people at the last public meeting. Discussion ensued over the 10-foot setbacks and potential for amendment in the future. Regarding the flood zone questions, D. Bergstrom stated it did not affect the new Development Regulations.
- C. Rosenquist made a motion to amend Vice Chair Dunsmore's motion to approve the Development Regulations 3.0 as written and include a note to revisit the issue in 6 months.
- C. Rosenquist rescinded his amendment to Vice Chair Dunsmore's motion.
- Chair Senna researched the flood insurance comment from the public meeting and said it was not valid; the state standards would take over if town standards are less stringent.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist

Abstain: J. Nasca

C. Georgia Elementary and Middle School e911 Road Name (GEMS Place) - Action to Approve

Motion to approve the e911 street name **GEMS Place** for the road at Georgia Elementary and Middle School.

- D. Bergstrom explained the need for the road as mandated by e911, with multiple buildings on school property, the road will allow the buildings to be identified by individual numbers, which will direct emergency personnel and vehicles to the correct and most direct location in the event of an emergency.

Motion made by C. Rosenquist, Seconded by K. Bosenberg

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

D. Development Review Board Vacancy Appointment (Jared Waite) - Action to Approve

Motion to approve Jared Waite for the Development Review Board

- D. Bergstrom explained that J. Waite had served on the DRB in the past. Glenn Sjoblom will move to an Alternate position on the DRB, as he requested, and J. Waite will be a full member of the Board.

Motion made by C. Rosenquist, Seconded by K. Bosenberg
Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

E. Town Assessor Errors and Omissions (E & O) Form - Action to Approve

Motion to approve the E & O Certificate

Motion made by C. Rosenquist, Seconded by K. Bosenberg

- The Selectboard questioned if the amount was correct, and T. Sabens was not present at the meeting to offer clarification.

C. Rosenquist rescinded his motion.

- S. Katon will follow up with the Assessor and bring this back to the Selectboard at the next meeting.

F. Boat Dock Seasonal Services Bid Decision - Action to Approve

- T. Cadieux was not at the meeting to address the bid decision for dock maintenance service. This will be tabled for the next Selectboard meeting.

G. VELCO-ROW for Silver Lake Woods -- Action to Approve VELCO Access Easement from the end of Silver Lake Road to its transmission line right-of-way.

Motion to approve the granting of an access easement and right-of-way to Vermont Transco, LLC (a/k/a VELCO) from the end of Silver Lake Road to its transmission line easement in Silver Lake Woods, being approximately 979' long and between 25' and 35' wide, by Easement Deed, subject to final review and approval of the Town Attorney and Vermont Land Trust, in exchange for \$3,428.46 and to authorize Selectboard Chair Kristina Senna to execute the Easement Deed.

Motion made by K. Bosenberg, Seconded by C. Rosenquist

- This is an access easement for VELCO to go over Silver Lake Road and Woods to get to their power lines. They did not have an easement in the past and need access to reach the power lines for maintenance. This easement has been reviewed by the town attorney.

Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

8. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Public Works/Grounds/Recreation

Chair Senna read the PWD report from T. Cadieux:

- Ditching for the MRGP work is complete. He is waiting on invoices to complete the information for the grant. Dig safe does not mark private lines, or any other lines than the main lines for utilities. There is a line to be repaired by GMP, he does not believe there will be a charge.
- Georgia school has asked the road crew to install a street sign for the new road. If permitted by the Selectboard, they already have the school plowing account, if the sign, labor, and all parts are billed to the Town. They are also Tax exempt so there would be no tax reporting. We do not currently do this for new, old, or private roads.

- He is waiting to hear from the insurance company about the current value of the damaged equipment and what is covered. There should be news by this week. The total covered would be 75 percent of the current value.
- October 28th is National Public Works First Responder Day. Public Works is considered “The Silent Army of Public Safety: Always Ready!” He is planning on taking the Highway Department out to Breakfast.
- Pulaski Pest patrol was hired for mice at the library. There are bait stations outside to detour them as well as any noticeable entry points sealed up.
- Last Mowing has been completed at the beach. The next weeks will have clean up and equipment stored for the winter. The dock will remain in until November time frame unless water levels rise drastically. He asked when the portolets should be removed, as bathrooms are normally closed first week in October. L. Hobart will contact the portolet company this week.
- T. Cadieux has not been able to touch base about the dock maintenance quotes due to being short staffed and other meetings.
- School plowing contract needs a bill sent to the school, L. Hobart said she will take of that this week.

B. Town Administrator

1. Background Checks for the Library:

- K. Bosenberg stated the Library Director, Bridget Stone, is uncomfortable reading the background checks. She suggests the Town Administrator take over responsibility for background checks.
- T. Cleveland proposes the library take care of the background checks and asked the Town for direction on handling the information.
- D. Bergstrom spoke about hiring a service to complete all the checks online.
- Chair Senna read the Town’s Personnel Policy addendum on background checks, and the background check information should go to the Town Administrator who then would share the information with the Library Director.
- C. Rosenquist inquired into the Memo of Understanding between the GPL and the Town, and suggested this should be addressed in the agreement,
- The library will send the background check instructions to employees/volunteers, and the return information will go to Town Administrator and then send to the Library Director.

2. Town Administrator Report:

- In regard to the September 29th incident, the hotbox will be covered by insurance effective March 2025. The Town will get a charge for the policy; at this time the amount is unknown.
- The insurance adjuster came out to look at the truck and hotbox. She is waiting for the final damage estimate.
- S. Katon is following up with additional documents to VOSHA.
- All insurance claims have been filed for auto, workers compensation and equipment. Follow up with agencies are ongoing.
- Security system, T. Cadieux and D. Bergstrom will update the Public Works computer so T. Cadieux will have surveillance access to the outside of all the Town buildings.
- The new key box has been delivered and will be installed in the Town Administrator’s office. The Public Works department will work with S. Katon on this project.

- S. Katon gave an update on the grants for the Public Works department:
 - Grants 0785, the PWD completed their information, waiting for equipment and labor hours for the crew. She will get the reimburse request off for that grant.
 - Grant in Aid 2024 through AOT, she will submit additional paperwork for the \$18,000 award.
 - The Better Roads grant through AOT will help cover the costs of road erosion. This was last done in 2017. T. Cadieux would like to apply for this again, as it will cover approximately \$7,900 and the Town will be responsible for approximately \$1,900. Next step is giving a letter of intention and then applying for the grant, which is due on Oct 31, 2025. This will be reviewed at the next regular board meeting.
 - S. Katon has submitted all the information for the 2024 Signs grant. By the end of October, we will get the grant funds in the amount of \$34,800.
 - \$89,560 in paving grant funds have been received.
- Bank reconciliation review will be completed by the end of October. She is following up with questions for additional information.
- All journal entries have been reviewed, and she has signed off on everything or asked questions where needed.
- Welcome Kollene Caspers to full time, she will continue to share time between the Zoning office and help the Selectboard and the Town Administrator.
- S. Katon is currently preparing health insurance quotes and plans, she has a few policies but is waiting for one more. Enrollment starts November 1; she will have everything to the Selectboard for approval at the next meeting.
- S. Katon has prepared an employee injury/incident reporting procedure guideline for all departments to ensure all employee injuries and work-related incidents are reported, documented, and reviewed promptly and accurately in case of emergency.

C. Treasurer Report

- The Town offices have been very busy processing taxes. The online ability to pay taxes will need to be suspended before midnight on Wednesday. L. Hobart will work with D. Bergstrom on this.
- There have been no problems with ACH and escrow companies.
- Taxes are due on October 15 at midnight.

9. UNFINISHED BUSINESS

- A. Local Option Tax – No updates.
- B. Change in Fiscal Year – No updates.
- C. Video Surveillance Policy - Currently working on new draft, with guidance from the selectboard.
- D. Town of Georgia Lot (Parcel ID 112260000) - Under Review by Town Attorney
- E. Perrigo Closing – No updates.
- F. Bridge #28 (Mill River Bridge) – No updates.
- G. Library Building Revitalization Committee
 - K. Bosenberg took Paul Jansen's place on the Committee. She updated the Selectboard on the September 30th meeting with the architect on proposed building changes for the Georgia Public library.
 - These building changes would bring the library building into ADA compliance.

- The Library Trustees will be voting on this plan at their meeting on Wednesday. The estimate of the architectural review is less than the \$50,000 set aside for the project in reserve funds. There is no cost to the taxpayers at this point.
- The next step is to determine if the project will go to bond in March. The Trustees must vote to approve a bond vote, then the Selectboard will vote to approve the Bond on the next ballot. The Trustees will have to have a discussion with the Town Clerk, as well as public meetings to get taxpayer input. The vote will be made by Australian ballot.
- Chair Senna recommended the library have this information explained to the community in the 2025 Town Report.

10. OTHER

11. PLAN NEXT MEETING AGENDA

A. October 27, 2025

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

A. Personnel

Chair Senna would entertain a motion to enter into Executive Session to discuss Personnel which premature disclosure or discussion may be detrimental to the board in itself and/or individuals involved.

Motion to Move into Executive Session at 8:38pm
Motion made by C. Rosenquist, Seconded by K. Bosenberg
Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

Chair Senna would entertain a motion to enter into Executive Session to discuss the above with Town Administrator S. Katon under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes.

Motion to invite S. Katon to join the Executive Session
Motion made by K. Bosenberg, Seconded by C. Rosenquist
Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

Motion to exit from Executive Session at 9:35pm
Motion made by C. Rosenquist, Seconded by K. Bosenberg
Voting Yea: Chair Senna, Vice Chair Dunsmore, C. Rosenquist, K. Bosenberg, J. Nasca

No action taken outside of Executive Session.

13. ADJOURN

Motion to adjourn at 9:36pm
Motion made by C. Rosenquist, Seconded by K. Bosenberg
Voting Yea: Chair Senna, Vice Chair Dunsmore, K. Bosenberg, C. Rosenquist, J. Nasca

TABLED ITEMS: Assessor E & O, Boat Dock Seasonal Services Bid

319 **Agendas are posted to the Town website, four designated places within the Town of Georgia**
320 **(Town Clerk’s Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to**
321 **the local media.**
322 **Minutes and meeting videos are posted on the Town of Georgia website.**
323 **Signed: Stacy Katon, Town Administrator**
324 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com**

DRAFT

10/22/25

03:39 pm

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2539 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 10/27/25 To 10/27/25

Section 5. Item #E. 1
Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AFLAC	AFLAC	701458	monthly premium	102.00	0.00	102.00	4854 10/27/25
APPLE	APPLE INC	10.29.25	extra storage	0.99	0.00	0.99 E	102701 10/27/25
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14828	email updates	80.00	0.00	80.00	4855 10/27/25
BROOKFIEL	BROOK FIELD SERVICE	54677	F-29113 inspection	130.00	0.00	130.00	4856 10/27/25
CANON	CANON FINANCIAL SERVICES, INC	41962955	copier contract	336.40	0.00	336.40	4857 10/27/25
CENTPETRO	CENTRAL PETROLEUM COMPANY	542651	fuel / oil	469.80	0.00	469.80	4858 10/27/25
		48 pints Gas-o-klenz					
		3 gal all purpose 2 cycle oil					
CHEVALIER	CHEVALIER DRILLING CO., INC	98942	library well testing	280.00	0.00	280.00	4859 10/27/25
COMCAST	COMCAST	-7699 100225	old garage	77.26	0.00	77.26 E	102702 10/27/25
FCT	COUNTY OF FRANKLIN, STATE OF V	146.2	Grand List Taxes	34432.88	0.00	34432.88	4860 10/27/25
DESORCIE	DESORCIE EMERGENCY PRODUCTS, L	20712	cold fire concentrate	580.00	0.00	580.00	4861 10/27/25
		5 gallons					
		09.29.25 incident					
		Claim # 20251128-A01					
EXIT18	EXIT 18 EQUIPMENT	97869	saw chain	22.38	0.00	22.38	4862 10/27/25
GAP	GEORGIA AUTO PARTS	29902	speedi dry	107.34	0.00	107.34	4863 10/27/25
		incident 9.29.25					
		Claim # 20251128-A01					
GEMS	GEORGIA ELEMENTARY & MIDDLE SC	FY2026 TAX	FY2026 cash flow payment	10477326.97	0.00	10477326.97	4864 10/27/25
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S5531566.001	emergency lights	114.45	0.00	114.45	4865 10/27/25
GMP	GREEN MOUNTAIN POWER CORPORATI	-0004 100725	beach electric	83.73	0.00	83.73	4866 10/27/25
GMP	GREEN MOUNTAIN POWER CORPORATI	-1297 100725	beach electric	37.99	0.00	37.99	4866 10/27/25
GMP	GREEN MOUNTAIN POWER CORPORATI	-3109 101425	Gordon's Mill	54.31	0.00	54.31	4866 10/27/25
GMP	GREEN MOUNTAIN POWER CORPORATI	-6206 101425	historical society	44.86	0.00	44.86	4866 10/27/25
J&L	J & L HARDWARE, INC.	543150	cleaning supplies	109.76	0.00	109.76	4867 10/27/25
J&L	J & L HARDWARE, INC.	544046	door trim	28.77	0.00	28.77	4867 10/27/25
JIMMY P'S	JIMMY P'S EXCAVATION LLC	1036	ditch cleaning - MRGP	5550.00	0.00	5550.00	4868 10/27/25
		Sandy Birch					
		Reynolds					
		Georgia Shore					
		09/17/25 - 09/24/25					
MCCULLOUG	MCCULLOUGH CRUSHING INC	123296	28 ton 5/8" plant mix	504.00	0.00	504.00	4869 10/27/25
DANIS	MICHAEL DANIS	106060000	refund impact fees per S	2606.00	0.00	2606.00	4870 10/27/25
		Selectboard voted on 10.13.25 to reimburse half the impact fees for his project, after a hearing.					
P&P SEP	P&P SEPTIC SERVICE	T-655019	portapotties	370.00	0.00	370.00	4871 10/27/25
		last invoice for the beach this season					
PAYCHEX	PAYCHEX	12270385	3 kiosk	75.00	0.00	75.00 E	102704 10/27/25
PAYCHEX	PAYCHEX	2025093001	40 tranx	988.59	0.00	988.59 E	102705 10/27/25
		Adjustment posted 10/15/25 for \$728.24. This will net this invoice to \$260.35.					
PAYCHEX	PAYCHEX	2025100701	23 tranx	193.16	0.00	193.16 E	102706 10/27/25
PAYCHEX	PAYCHEX	2025101401	39 tranx	259.44	0.00	259.44 E	102707 10/27/25
PAYCHEX	PAYCHEX	2025102101	20 tranx	180.74	0.00	180.74 E	102708 10/27/25
PESTPRO	PESTPRO, INC.	205330	monthly treatment	75.00	0.00	75.00	4872 10/27/25
PRICE CH	PRICE CHOPPER	10.14.25	office supplies	57.03	0.00	57.03 E	102709 10/27/25
R.R.CHARL	R R CHARLEBOIS INC	WC05659	towing service	1050.00	0.00	1050.00	4873 10/27/25
		09.29.25 incident					
		claim # 20251128-A01					

10/22/25

03:39 pm

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2539 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 10/27/25 To 10/27/25

Section 5. Item #E. 2

Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
REYNOL	REYNOLDS AND SON INC	3458683	gas cylinders	460.00	0.00	460.00	4874 10/27/25
	CH4 O2 CO H2S						
REYNOL	REYNOLDS AND SON INC	3458687	red leather boot	449.82	0.00	449.82	4874 10/27/25
REYNOL	REYNOLDS AND SON INC	3458688	8 public safety vest	274.06	0.00	274.06	4874 10/27/25
RIVERSIDE	RIVERSIDE AUTO & TRUCK	382687	GFD truck inspections	120.00	0.00	120.00	4875 10/27/25
11239	ROWLEY	530205	175 gal #2 diesel	542.50	0.00	542.50	4876 10/27/25
SHERWIN	SHERWIN-WILLIAMS	10.07.25	paint	210.52	0.00	210.52 E	102710 10/27/25
ST A REC	ST ALBANS RECREATION DEPARTMEN	784	pool passes	2555.85	0.00	2555.85	4877 10/27/25
	Pool voucher 23 @ \$4, 121 @ \$8, 1 @ \$12						
	Lesson Voucher 2 @ \$20, 3 @ \$36. 4 @ \$40, 1 @ 87.50						
	Membership Voucher 1 @ \$30, 4 @ \$48, 1 @ \$59, 3 @ \$50, 1 @ \$105						
	Swim Team 1 @ \$200						
	Admin Fee 232.35						
TOTAL HOM	TOTAL HOME CENTER	3549920	electric range	578.95	0.00	578.95 E	102711 10/27/25
	06.19.25 incident at Town Garage						
	Claim # 20250751-P01						
UNIFIR	UNIFIRST CORPORATION	1080300618	uniforms 10.08.25	146.52	0.00	146.52	4878 10/27/25
UNIFIR	UNIFIRST CORPORATION	1080301845	uniforms 10.15.25	146.52	0.00	146.52	4878 10/27/25
VERIZON W	VERIZON	6124977875	cell phones	74.90	0.00	74.90	4879 10/27/25
FISH&GAME	VERMONT FISH & WILDLIFE	08.26.25	conservation camp sponso	750.00	0.00	750.00 E	102703 10/27/25
VMCTA	VMCTA	10.09.25	D Penney membership	45.00	0.00	45.00 E	102712 10/27/25
	2025-2026						
WBMASON	W.B. MASON CO., INC.	257314618	water cooler rental	3.69	0.00	3.69	4880 10/27/25
WBMASON	W.B. MASON CO., INC.	257331574	water + deposit	79.96	0.00	79.96	4880 10/27/25
WBMASON	W.B. MASON CO., INC.	CM4114871	water deposit refund	-12.00	0.00	-12.00	4880 10/27/25
WORKSAFE	WORKSAFE	38569	Blake Road sign	81.76	0.00	81.76	4881 10/27/25
CS ONE	csONE BENEFIT SOLUTIONS	-863532	COBRA annual	350.00	0.00	350.00	4882 10/27/25

10/22/2025

03:39 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 2539 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 10/27/25 To 10/27/25

Section 5. Item #E.

3

GeorgiaTreasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			10,533,186.90	0.00*	***,***.**		

To the Treasurer of Town of Georgia, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ 10,533,186.90 Let this be your order for the payments of these amounts.

Kristina Senna (Chair)

Brian Dunsmore (Vice Chair)

Carl Rosenquist

Paul Jansen

Kellie Bosenberg

10/22/25

03:31 pm

Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

Invoices Up To 11/14/25

Section 5. Item #E. 4
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
AFLAC	AFLAC	701458		10/13/25	11/01/25	01 monthly premium			
		1-2-00-05-10.38	AFLAC	Withholding			102.00	0.00	0.00
APPLE	APPLE INC	* 10.29.25		10/29/25	10/31/25	01 extra storage			
		1-7-05-28-30.70	New Hwy	Garage Utilities			0.99	0.00	0.00
BOUCHOME	BOUCHARD HOME & OFFICE	14828		10/14/25	11/03/25	01 email updates			
		1-7-05-20-44.11	IT Labor	Services			80.00	0.00	0.00
BROOKFIEL	BROOK FIELD SERVICE	54677		09/09/25	09/24/25	01 F-29113 inspection			
		1-7-05-28-45.25	Fire & Rescue	Bldg Maint.			130.00	0.00	0.00
CANON	CANON FINANCIAL SERVICE	41962955		10/12/25	11/11/25	01 copier contract			
		1-7-05-20-22.10	Admin Copier	Expense			336.40	0.00	0.00
CENTPETRO	CENTRAL PETROLEUM COMPA	542651		10/06/25	10/31/25	01 fuel / oil			
		1-7-10-30-51.00	Fuels And	Oils			469.80	0.00	0.00
CHEVALIER	CHEVALIER DRILLING CO.,	98942		10/16/25	10/26/25	01 library well testing			
		1-7-05-28-45.30	Library Building	Maint.			280.00	0.00	0.00
COMCAST	COMCAST	* -7699 100225		10/02/25	10/27/25	01 old garage			
		1-7-05-28-30.35	Old Hwy	Garage Utilities			77.26	0.00	0.00
FCT	COUNTY OF FRANKLIN, STA	146.2		01/26/25	11/05/25	01 Grand List Taxes			
		1-7-05-60-05.00	County Tax				34,432.88	0.00	0.00
DESORCIE	DESORCIE EMERGENCY PROD	20712		10/03/25	11/02/25	01 cold fire concentrate			
		1-7-10-40-99.00	Hwy Misc	Expenses			580.00	0.00	0.00
EXIT18	EXIT 18 EQUIPMENT	97869		10/15/25	10/19/25	01 saw chain			
		1-7-10-30-62.00	Hwy Parts &	Supplies			22.38	0.00	0.00
GAP	GEORGIA AUTO PARTS	29902		10/02/25	11/01/25	01 speedi dry			
		1-7-10-40-99.00	Hwy Misc	Expenses			107.34	0.00	0.00
GEMS	GEORGIA ELEMENTARY & MI	FY2026 TAX		10/15/25	11/04/25	01 FY2026 cash flow payment			
		1-6-00-00-00.05	Current Taxes				10477,326.97	0.00	0.00
GRNMTNELE	GREEN MOUNTAIN ELECTRIC	S5531566.001		10/07/25	11/10/25	01 emergency lights			
		1-7-05-28-45.25	Fire & Rescue	Bldg Maint.			32.38	0.00	0.00
		1-7-05-28-45.50	Town Hall	Building Maint.			82.07	0.00	0.00
Invoice S5531566.001 Total							114.45	0.00	0.00
GMP	GREEN MOUNTAIN POWER CO	-0004 100725		10/07/25	11/06/25	01 beach electric			
		1-7-05-28-30.20	Town Beach	Utilities			83.73	0.00	0.00
		-1297 100725		10/07/25	11/06/25	01 beach electric			
		1-7-05-28-30.20	Town Beach	Utilities			37.99	0.00	0.00

10/22/25

03:31 pm

Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

Invoices Up To 11/14/25

Section 5. Item #E.

4

Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount

		-3109 101425		10/14/25	11/13/25	01 Gordon's Mill			
		1-7-05-28-30.50	Town Hall Utilities				54.31	0.00	0.00
		-6206 101425		10/14/25	11/13/25	01 historical society			
		1-7-05-28-30.50	Town Hall Utilities				44.86	0.00	0.00
							-----	-----	-----
Total For GREEN MOUNTAIN POWER CORPORATION							220.89	0.00	0.00
							=====	=====	=====
J&L	J & L HARDWARE, INC.	543150		10/09/25	10/31/25	01 cleaning supplies			
		1-7-05-28-45.60	Janitorial Supply/Svs.				109.76	0.00	0.00
		544046		10/22/25	10/31/25	01 door trim			
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.				28.77	0.00	0.00
							-----	-----	-----
Total For J & L HARDWARE, INC.							138.53	0.00	0.00
							=====	=====	=====
JIMMY P'S	JIMMY P'S EXCAVATION LL	1036		10/14/25	10/31/25	01 ditch cleaning - MRGP			
		1-7-02-80-52.20	Hwy Dept Grant Expenditur				5,550.00	0.00	0.00
MCCULLOUGH	MCCULLOUGH CRUSHING INC	123296		10/06/25	11/05/25	01 28 ton 5/8" plant mix			
		1-7-10-20-55.00	Winter Sand/Salt				504.00	0.00	0.00
DANIS	MICHAEL DANIS	106060000		10/22/25	10/22/25	01 refund impact fees per SB			
		3-2-00-00-00.10	IMPACT FEE DEPOSITS				2,606.00	0.00	0.00
P&P SEP	P&P SEPTIC SERVICE	T-655019		10/16/25	10/21/25	01 portapotties			
		1-7-05-28-45.20	Town Beach Bldg. Maint				370.00	0.00	0.00
PAYCHEX	PAYCHEX	* 12270385		10/05/25	10/20/25	01 3 kiosk			
		1-7-05-05-45.00	Admin Contracted Services				75.00	0.00	0.00
		* 2025093001		09/30/25	10/02/25	01 40 tranx			
		1-7-05-05-45.00	Admin Contracted Services				988.59	0.00	0.00
		* 2025100701		10/07/25	10/09/25	01 23 tranx			
		1-7-05-05-45.00	Admin Contracted Services				193.16	0.00	0.00
		* 2025101401		10/14/25	10/16/25	01 39 tranx			
		1-7-05-05-45.00	Admin Contracted Services				259.44	0.00	0.00
		* 2025102101		10/21/25	10/23/25	01 20 tranx			
		1-7-05-05-45.00	Admin Contracted Services				180.74	0.00	0.00
							-----	-----	-----
Total For PAYCHEX							1,696.93	0.00	0.00
							=====	=====	=====
PESTPRO	PESTPRO, INC.	205330		10/20/25	10/20/25	01 monthly treatment			
		1-7-05-28-45.50	Town Hall Building Maint.				75.00	0.00	0.00

10/22/25

03:31 pm

Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

Invoices Up To 11/14/25

Section 5. Item #E.

4

Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
PRICE CH PRICE CHOPPER	* 10.14.25			10/14/25	10/14/25	01	office supplies		
		1-7-05-65-64.00		Parks/Rec Community Event			22.96	0.00	0.00
		1-7-05-20-22.00		Admin Office Supplies			34.07	0.00	0.00
Invoice 10.14.25 Total							57.03	0.00	0.00
R.R.CHARL R R CHARLEBOIS INC	WC05659			09/30/25	09/30/25	01	towing service		
		1-7-10-40-99.00		Hwy Misc Expenses			1,050.00	0.00	0.00
REYNOL REYNOLDS AND SON INC	3458683			10/03/25	11/02/25	01	gas cylinders		
		1-7-05-36-63.00		GFD Equiq Prshe/Repair			460.00	0.00	0.00
	3458687			10/03/25	11/02/25	01	red leather boot		
		1-7-05-36-52.20		Fire & Rescue Turn Out Ge			449.82	0.00	0.00
	3458688			10/03/25	11/02/25	01	8 public safety vest		
		1-7-05-36-52.20		Fire & Rescue Turn Out Ge			274.06	0.00	0.00
Total For REYNOLDS AND SON INC							1,183.88	0.00	0.00
RIVERSIDE RIVERSIDE AUTO & TRUCK	382687			09/30/25	10/30/25	01	GFD truck inspections		
		1-7-05-36-63.05		GFD Truck/App Repairs			120.00	0.00	0.00
11239 ROWLEY	530205			10/14/25	10/19/25	01	175 gal #2 diesel		
		1-7-10-30-51.00		Fuels And Oils			542.50	0.00	0.00
SHERWIN SHERWIN-WILLIAMS	* 10.07.25			10/07/25	10/07/25	01	paint		
		1-7-10-30-62.40		2017 Tandem Repairs			210.52	0.00	0.00
ST A REC ST ALBANS RECREATION DE	784			10/15/25	10/15/25	01	pool passes		
		1-7-05-65-22.05		Recreation Pool Exp.			2,555.85	0.00	0.00
TOTAL HOM TOTAL HOME CENTER	* 3549920			10/01/25	10/01/25	01	electric range		
		1-7-10-40-99.00		Hwy Misc Expenses			578.95	0.00	0.00
UNIFIR UNIFIRST CORPORATION	1080300618			10/08/25	11/07/25	01	uniforms 10.08.25		
		1-7-10-40-18.00		Highway Uniforms/Boots			146.52	0.00	0.00
	1080301845			10/15/25	11/14/25	01	uniforms 10.15.25		
		1-7-10-40-18.00		Highway Uniforms/Boots			146.52	0.00	0.00
Total For UNIFIRST CORPORATION							293.04	0.00	0.00
VERIZON W VERIZON	6124977875			10/01/25	10/24/25	01	cell 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 6124977875 Total							74.90	0.00	0.00

10/22/25

03:31 pm

Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

Invoices Up To 11/14/25

Section 5. Item #E.

4

Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
FISH&GAME VERMONT FISH & WILDLIFE	*	08.26.25		10/14/25	10/14/25	01	conservation camp sponsor		
		A-7-05-80-52.15	Cons General Fund Exp.				750.00	0.00	0.00
VMCTA		VMCTA		10/09/25	10/09/25	01	D Penney membership		
		1-7-05-60-49.15	Other Dues				45.00	0.00	0.00
WBMASON		W.B. MASON CO., INC.		10/03/25	11/02/25	01	water cooler rental		
		257314618							
		1-7-10-30-55.10	Hwy Office Supplies				3.69	0.00	0.00
		257331574		10/06/25	11/05/25	01	water + deposit		
		1-7-10-30-55.10	Hwy Office Supplies				39.98	0.00	0.00
		1-7-05-20-22.00	Admin Office Supplies				39.98	0.00	0.00
Invoice 257331574 Total							79.96	0.00	0.00
		CM4114871		10/06/25	10/06/25	01	water deposit refund		
		1-7-10-30-55.10	Hwy Office Supplies				-6.00	0.00	0.00
		1-7-05-20-22.00	Admin Office Supplies				-6.00	0.00	0.00
Invoice CM4114871 Total							-12.00	0.00	0.00
Total For W.B. MASON CO., INC.							71.65	0.00	0.00
WORKSAFE		WORKSAFE		09/30/25	10/30/25	01	Blake Road sign		
		38569							
		1-7-10-15-55.00	Roadsigns				81.76	0.00	0.00
CS ONE		csONE BENEFIT SOLUTIONS		10/01/25	10/25/25	01	COBRA annual		
		-863532							
		1-7-05-75-15.00	Insurance - Cobra				350.00	0.00	0.00
Report Grand Total							10533,186.90	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	10,529,830.90	0.00
3	2,606.00	0.00
A	750.00	0.00
	10,533,186.90	0.00

NWCUD Annual Report and Notice of Public Hearing

From Chasidy Benjamin <admin@nwcud.com>

Date Fri 10/17/2025 12:28 PM

 2 attachments (417 KB)

NWCUD_Public Hearing_Agenda_11132025.pdf; NWCUD_2025 Annual Report_10082025.pdf;

Good Afternoon,

Attached you will find NWCUD's annual report along with our proposed budget for 2026. Please let me know if you have any questions, have a wonderful day!

Kindly,

Chasidy Benjamin

Admin/Clerk

802-829-6302

admin@nwcud.com

www.nwcud.com



**NORTHWEST
FIBERWORX**

DISCLAIMER: Please note that this email message, along with any response or reply, may be considered a public record, and thus subject to disclosure under the VT Public Records Law (1 V.S.A. §§315-320)



NORTHWEST FIBERWORX

2025

Annual

Report

Introduction

Pursuant to 30 V.S.A. § 3075, the Northwest Vermont Communications Union District (NWCUD) is pleased to present its annual report and budget for your review. The NWCUD was officially formed on August 3, 2020. The NWCUD is a municipal body consisting of representatives from Northwest Vermont municipalities for the purposes of building communication infrastructure. As of October 14, 2025, the NWCUD represents 22 Northwest municipalities: Alburgh, Bakersfield, Berkshire, Enosburgh, Fairfield, Franklin, Fairfax, Georgia, Grand Isle, Highgate, Isle la Motte, Milton, Montgomery, North Hero, Richford, Saint Albans Town, Sheldon, South Hero, Swanton, Village of Alburgh, Village of Enosburg Falls and Village of Swanton.

The mission of the NWCUD, as adopted by the Board of Representatives, is:

"Leverage partnerships and procure funding to connect Northwestern Vermont via fiber to ensure opportunity for all homes and businesses in our region."

Activities of Northwest Vermont Communications Union District

Make Ready

To date make-ready has been successful with the completion of five licenses with Vermont Electric Cooperative (VEC).

This milestone represents meaningful progress on the current project and reinforces our commitment to execution and excellence. Our collaboration with VEC highlights a shared dedication to efficient project delivery and robust utility partnerships

Construction RFP

This year, we successfully issued and awarded a Request for Proposals (RFP) for construction services, marking a key milestone in advancing infrastructure development and expanding project capabilities.

Breaking Ground at Last

After years of planning and persistence, we began construction on 10/6/2025 — cue the confetti, hard hats, and high-speed dreams!

	FY2025 Budget	FY2025 Projected Actuals	FY2026 Budget
TOTAL REVENUES	\$26,196,191	\$12,559,170	\$9,852,498
Total Cash Receipts	\$26,196,191	\$12,559,170	\$9,852,498
* Subtotal Capital	\$8,739,616	\$12,142,080	\$8,209,213
Subtotal Operational	\$202,319	\$149,521	\$642,640
Subtotal Staff	\$327,800	\$267,418	\$253,979
Subtotal Technology	\$8,000	\$150	\$500
Totals			
TOTAL CAPEX	\$8,739,616	\$12,142,080	\$8,229,213
TOTAL OPEX	\$538,119	\$417,090	\$897,119
TOTAL EXPENDITURES	\$9,277,735	\$12,559,170	\$9,001,695
Deferred Revenues	\$16,918,456	\$9,374,973	\$1,145,760
Net Income			

*FY 2024 Financial Statements are available as part of the FY 2024 Audit

Drafted on:
10/09/2025

Approved for
Distribution on: 10/16/2025

30 V.S.A. § 3075 - The district's fiscal year shall commence on January 1 and end on December 31.

CONTACT

802.489.7685
info@nwcud.com
nwfiberworx.com

**Northwest Vermont Communications Union District
Public Hearing
November 13, 2025, 6:00 p.m.
Remote via Zoom (see below)
Or Physical Location: 1640 Main Street Sheldon VT 05483**

Agenda:

1. Welcome
2. Proposed Annual Budget
3. Public Comment
4. Adjourn

Join Zoom Meeting

<https://us06web.zoom.us/j/89168492135?pwd=y1JxkTuat9eZ2wBrmfUdUitGKq0vJ3.1>

Meeting ID: 891 6849 2135

Passcode: 492896

Dial In: 1 646 558 8656

Form PVR-4261-E

Section 8. Item #A.

ERRORS AND OMISSIONS CERTIFICATE

The Board of Listers of the Town of GEORGIA are hereby supplying the following changes to the 2025 Grand List. Specifically:
(Year)

Owner		SPAN	
VERMONT GAS SYSTEMS INC		237-076-11774	
Change From	Change To	Difference	
\$33,067,700	\$21,232,700	-\$11,835,000	
Reason			
INCORRECT UTILITY AMOUNT WAS ENTERED INTO THE 2025 GRAND LIST ABSTRACT			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			
Owner		SPAN	
Change From	Change To	Difference	
Reason			

Form PVR-4261-E

Page 1 of 2

Rev. 0

Courtesy of the Vermont Department of Taxes

LISTERS/ASSESSOR AND SELECTBOARD

Signature of Lister/Assessor  <i>Jeri J. Sabens</i>	Date <i>10/21/25</i>	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date

TOWN CLERK

I, _____, town clerk of _____, certify receipt of these changes. This certificate will be attached to or recorded in the grand list of _____ for tax year _____.

Signature of Town Clerk 	Printed Name	Date
--	--------------	------

32 V.S.A. § 4261. Correcting omission from grand list
When real or personal estate is omitted from the grand list by mistake, or an obvious error is found, the listers, with the approval of the Selectboard, before December 31, may supply such omissions or correct such errors and make a certificate thereon of the fact; provided, however, the listers may make a correction resulting from the filing or rescission of a homestead declaration without approval of the Selectboard.

MUST BE ATTACHED TO THE FINAL GRAND LIST FILED WITH THE TOWN CLERK.

Franklin County Snow Raiders
St. Albans, Vermont

Section 8. Item #C.

2571 Main Street
Fairfax, VT 05454

Georgia Select Board
4134 Ethan Allen Hwy
Georgia, VT 05478

To Whom It May Concern,

Per a conversation with Kevin Mitchell and the Town Clerks Office, we understand that there is a change in the rental process for the meeting room at the Georgia Fire Department. We are a non-profit organization and a club in good standing with the Vermont Association of Snow Travelers organization. We maintain the snowmobile trails in the towns of Georgia, Fairfax, and St. Albans and have members in the town of Georgia as well. The trails are also used by non-members in the way of snow shoeing and skiing.

We have been holding our monthly club meetings (September to April) in the meeting room since 2021. Our meetings are typically 1-1.5 hours each month. We have been donating \$175.00 to the Georgia Fire Department each year and had already voted to do so again this year. Please advise if there is a way that we can use the room for a reduced fee to alleviate our non-profit expenses.

Our anticipated meetings this year:

September 1, 2025	October 7, 2025	November 4, 2025
December 2, 2025	January 6, 2026	February 3, 2026
March 3, 2026	April 7, 2026	

If you have any questions, please contact Kevin Mitchell at 802-582-0900 or myself at 802-922-0934. Thank you.

Sincerely,



Saundra Badger

Treasurer

Franklin County Snow Raiders

fcsnowraiders@gmail.com



INVITATION TO PARTICIPATE IN VTRANS BETTER ROADS, CATEGORY A - ROAD EROSION INVENTORY GRANTS

First-come, First-served until available funding has been exhausted.

TO: Vermont Municipal Officials
FROM: Ross Gouin – VTrans Municipal Roads- Better Roads Program Manager
RE: Letter of Intent to Accept a Municipal Roads Better Roads Category A- Road Erosion Inventory Grant

The Vermont Agency of Transportation (VTrans) invites your municipality to participate in the Municipal Roads, Better Roads Category A- Road Erosion Inventory (REI) Grant for State Fiscal Year 2025 (SFY25). This program provides funding for municipalities to complete REI reassessments in compliance with the Vermont Department of Environmental Conservation (DEC) Municipal Roads General Permit (MRGP).¹

VTrans anticipates receiving approximately \$1 million dollars in funding to support REI updates under this program and intends to provide grant funds to eligible Vermont municipalities that agree to the terms (see attached participation Letter of Intent). Letters of Intent will be accepted and **grants will be awarded on a first-come-first-served basis until the available funds are exhausted.**

VTrans will offer funding to eligible municipalities to conduct REI's on hydrologically connected road segments that currently do not meet standards.² A municipality's funding award depends upon:

- Awards are contingent upon Municipalities being compliant with MRGP requirements at the time of award.
- The number of hydrologically connected road segments; and
- Grants will be awarded as they are received, until available funds are exhausted, **Refer to the attached VTrans SFY25 Better Roads Cat A Road Erosion Inventory Grant Eligibility, for the eligible amount funding limit. Municipalities that have already completed their MRGP re-assessment are ineligible.**

Better Roads Category A awards will be made available through VTrans. Municipalities will submit reimbursement requests for work completed directly to VTrans and VTrans will reimburse up to 80% of the municipality's documented inventory expenses, including in-kind work, for Road Erosion Inventories (REI's) of hydrologically connected road segments in accordance with the MRGP permit dated January 26, 2023.

Participating municipalities agree to:

- Conduct Road Erosion Inventory Re-assessments on hydrologically connected road segments in accordance with the requirements of the current Municipal Roads General Permit.
- Complete the REI by October 31, 2027.
- Submit proof of the completed REI and request reimbursement no later than 90 calendar days after the end date of the period of performance.
- Document project costs using VTrans Invoicing Format and provide a minimum of 20% local match (cash or in-kind) for eligible work. Invoicing form will be available here: <https://vtrans.vermont.gov/highway/better-roads>.
- Required local match can include in-kind contributions such as municipal staff time for conducting the REI assessment and reports.

LETTER OF INTENT TO PARTICIPATE IN THE SFY25 MUNICIPAL ROADS BETTER ROADS CATEGORY A GRANT- ROAD EROSION INVENTORY

¹ MRGP available at: <http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>.

² Hydrologically connected roads are those that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands) as defined by the MRGP.



LETTER OF INTENT TO PARTICIPATE IN THE SFY26 MUNICIPAL ROADS BETTER ROADS CATEGORY A GRANT- ROAD EROSION INVENTORY

We, the Legislative Body of the Municipality of Georgia certify that the municipality will:

- Conduct a Complete Road Erosion Inventory Reassessment on all hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands) as required in the Municipal Roads General Permit dated effective January 26, 2023. <https://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>
- Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <https://anrmaps.vermont.gov/websites/anra5/>
- The DEC-developed app is available free of charge for municipalities and those organizations working on their behalf. When using the DEC REI app, REI results can automatically populate the MRGP Implementation Table, a major requirement of the MRGP permit. Please visit <http://vtanr.maps.arcgis.com/home/item.html?id=fel1c5ffd0d04eeca968115d84dacf90> for details.
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as municipal staff time and other costs directly related to the REI as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Complete all inventory updates in the MRGP portal/app by October 31, 2027 and request reimbursement no later than 90 calendar days after the end date of the period of performance.

Date: 10/27/25

(Duly Authorized Representatives)

Municipality: Georgia

Primary Contact Name (See note below): Stacy Katon

Address: 47 Town Common Rd, N St Albans, VT 05478
Street Address Town Zip

Email: Administrator@townofgeorgia.com Phone: (802) 524-3524

Town Clerk (2nd contact): Cheryl Letourneau Email: townclerk@townofgeorgia.com

Unique Entity Identifier (SAM #): DXKQLSGBFFFL6 Fiscal Year End Month (MM): Dec

Note: Primary Contact is responsible for grant execution on Town's behalf. Secondary Contact must be Town Clerk.

This form must be submitted via email to indicate participation. Grants will be awarded as received, if eligible, on a first-come, first-served basis, until available funds are exhausted.

Return signed Letter of Intent to: Better Roads, c/o VTrans Municipal Assistance Program, via email: betterroads@vermont.gov

This is a letter of intention to participate only. THIS IS NOT A GRANT, CONTRACT or AGREEMENT.

SFY25 Better Roads Cat A Road Erosion Inventory Reassessment Grant Eligibility						
Municipality	All Connected Segments	\$/segment	Eligible Total Project Cost	Grant Award Amount	20% Local Match	Notes:
Craftsbury	471	\$20.00	\$9,420.00	\$7,536.00	\$1,884.00	
Danby	497	\$20.00	\$9,940.00	\$7,952.00	\$1,988.00	
Danville	719	\$20.00	\$0.00	\$0.00	\$0.00	REI is Complete
Derby	442	\$20.00	\$8,840.00	\$7,072.00	\$1,768.00	
Derby Line Village	29	\$20.00	\$2,000.00	\$1,600.00	\$400.00	
Dorset	353	\$20.00	\$7,060.00	\$5,648.00	\$1,412.00	
Dover	485	\$20.00	\$9,700.00	\$7,760.00	\$1,940.00	
Dummerston	606	\$20.00	\$12,120.00	\$9,696.00	\$2,424.00	
Duxbury	285	\$20.00	\$5,700.00	\$4,560.00	\$1,140.00	
East Haven	156	\$20.00	\$3,120.00	\$2,496.00	\$624.00	
East Montpelier	395	\$20.00	\$7,900.00	\$6,320.00	\$1,580.00	
Eden	302	\$20.00	\$6,040.00	\$4,832.00	\$1,208.00	
Elmore	282	\$20.00	\$5,640.00	\$4,512.00	\$1,128.00	
Enosburg Falls Village	95	\$20.00	\$2,000.00	\$1,600.00	\$400.00	
Enosburgh	636	\$20.00	\$12,720.00	\$10,176.00	\$2,544.00	
Essex	611	\$20.00	\$0.00	\$0.00	\$0.00	Alternately Funded
Essex Junction City	380	\$20.00	\$0.00	\$0.00	\$0.00	Alternately Funded
Fair Haven	432	\$20.00	\$8,640.00	\$6,912.00	\$1,728.00	
Fairfax	399	\$20.00	\$7,980.00	\$6,384.00	\$1,596.00	
Fairfield	817	\$20.00	\$16,340.00	\$13,072.00	\$3,268.00	
Fairlee	181	\$20.00	\$3,620.00	\$2,896.00	\$724.00	
Fayston	326	\$20.00	\$6,520.00	\$5,216.00	\$1,304.00	
Ferrisburgh	722	\$20.00	\$14,440.00	\$11,552.00	\$2,888.00	
Fletcher	466	\$20.00	\$9,320.00	\$7,456.00	\$1,864.00	
Franklin	294	\$20.00	\$5,880.00	\$4,704.00	\$1,176.00	
Georgia	498	\$20.00	\$9,960.00	\$7,968.00	\$1,992.00	
Glastenbury	17	\$20.00	\$2,000.00	\$1,600.00	\$400.00	
Glover	352	\$20.00	\$7,040.00	\$5,632.00	\$1,408.00	
Goshen	160	\$20.00	\$3,200.00	\$2,560.00	\$640.00	
Grafton	660	\$20.00	\$13,200.00	\$10,560.00	\$2,640.00	
Granby	96	\$20.00	\$2,000.00	\$1,600.00	\$400.00	
Grand Isle	239	\$20.00	\$4,780.00	\$3,824.00	\$956.00	
Granville	324	\$20.00	\$6,480.00	\$5,184.00	\$1,296.00	
Greensboro	432	\$20.00	\$8,640.00	\$6,912.00	\$1,728.00	
Groton	292	\$20.00	\$5,840.00	\$4,672.00	\$1,168.00	
Guildhall	211	\$20.00	\$4,220.00	\$3,376.00	\$844.00	
Guilford	842	\$20.00	\$16,840.00	\$13,472.00	\$3,368.00	
Halifax	580	\$20.00	\$11,600.00	\$9,280.00	\$2,320.00	
Hancock	103	\$20.00	\$2,060.00	\$1,648.00	\$412.00	
Hardwick	533	\$20.00	\$10,660.00	\$8,528.00	\$2,132.00	
Hartford	1138	\$20.00	\$20,000.00	\$16,000.00	\$4,000.00	
Hartland	568	\$20.00	\$11,360.00	\$9,088.00	\$2,272.00	
Highgate	417	\$20.00	\$8,340.00	\$6,672.00	\$1,668.00	
Hinesburg	508	\$20.00	\$0.00	\$0.00	\$0.00	Alternately Funded
Holland	355	\$20.00	\$7,100.00	\$5,680.00	\$1,420.00	
Hubbardton	485	\$20.00	\$9,700.00	\$7,760.00	\$1,940.00	
Huntington	472	\$20.00	\$0.00	\$0.00	\$0.00	REI is Complete
Hyde Park	420	\$20.00	\$0.00	\$0.00	\$0.00	Alternately Funded
Ira	181	\$20.00	\$3,620.00	\$2,896.00	\$724.00	
Irasburg	280	\$20.00	\$5,600.00	\$4,480.00	\$1,120.00	
Isle La Motte	209	\$20.00	\$4,180.00	\$3,344.00	\$836.00	
Jamaica	532	\$20.00	\$10,640.00	\$8,512.00	\$2,128.00	
Jay	270	\$20.00	\$5,400.00	\$4,320.00	\$1,080.00	
Jericho	506	\$20.00	\$0.00	\$0.00	\$0.00	Alternately Funded



Municipal Highway and Stormwater Mitigation Program

VTrans Municipal
Assistance

VTrans Municipal Mitigation Program

- ▶ Better Roads Program
 - ▶ Established in 1997 and formerly administered by local non-profit
 - ▶ In 2013 transitioned to VTrans oversight
 - ▶ Annual program, approximately \$3.0M in recent years, projects \$10k-\$75k
 - ▶ Constructed with State funding

- ▶ Municipal Highway and Stormwater Mitigation Program
 - ▶ New in 2017
 - ▶ Approximately \$1.5M available
 - ▶ Intended for larger environmental mitigation related projects, >\$250k construction
 - ▶ Federal funding



Program Funding

Section 8. Item #G.

- ▶ Federal Highway Administration (FHWA) funds, ~\$1.5M
- ▶ 80% federal/state share, requires 20% local match
 - ▶ Local match typically cash match, in-kind match rarely approved



Eligibility

Section 8. Item #G.

Any **environmental mitigation activity**, including **pollution prevention** and **pollution abatement** activities and mitigation to address **stormwater management**, control, and **water pollution prevention or abatement** related to highway construction or due to highway runoff.



Eligible Applicants

- ▶ Municipalities
- ▶ RPCs can apply for scoping projects on behalf of municipalities



Program Parameters

- ▶ No cap on funding for individual projects
- ▶ Applications accepted for scoping/planning or design and construction
 - ▶ No design only projects
- ▶ Design and construction projects must advance to completion or risk chance of payback
- ▶ Reimbursement program (80% federal, 20% local share.)
 - ▶ Municipality pays for project costs and submits reimbursement request to VTrans

Potentially Eligible Project Types

- ▶ Planning Studies
 - ▶ Stormwater Inventories
 - ▶ Flow Restoration Plans
 - ▶ Phosphorus Control Planning
- ▶ Salt/Sand Sheds (see guidance document for parameters next sheet)
- ▶ Bank Stabilization
- ▶ Culvert Replacement/Re-sizing
- ▶ Stream Bank Stabilization
- ▶ Detention Ponds
- ▶ Check Dams
- ▶ Swirl Separators
- ▶ Permeable Pavers
- ▶ Infiltration Basins
- ▶ Gravel Wetlands
- ▶ Subsurface Detention Systems
- ▶ Bio Filters
- ▶ Bio Retention Systems





Municipal Assistance Section – Salt Shed Grant Application Guide

The VTrans Municipal Assistance Section grant programs allow the design and construction of salt sheds as eligible expenses through the following grant programs: the **Transportation Alternatives Program (TAP)** and the **Municipal Mitigation Stormwater Program (MM)**. Salt shed funding is allowed through these programs to mitigate water contamination in association with the Vermont Clean Water Act (Act 64). All projects must be developed in accordance with applicable federal and state regulations.

The purpose of this funding is to cover salt and sand piles to mitigate water pollution. The maximum amount of funding through the VTrans Municipal Assistance Section is capped at **\$500,000** of federal funding which will require **\$125,000** of local match funding, for a total grant amount of **\$625,000 (i.e., 80% federal or state / 20% local funding split)**. Any additional expenses per project cannot be funded through these programs.

The MM and TAP programs require the following elements to be addressed to successfully receive grant funding:

- A thorough description of how salt contamination is occurring from the existing salt /sand pile conditions to nearby surface or ground water.
- A thorough cost estimate of the design and construction of the facility meeting federal requirements
 - Must include considerations for project design, R.O.W. certification, construction, construction inspection, and project management.
- A clear status of the project development at the time of application.
 - Projects applying for additional funding must have reached the **Conceptual** phase of development.
- A support letter from the governing body of the applicant municipality or organization.
 - Must include acknowledgement of the local match requirement.
 - Must include acknowledgement of responsibility for future maintenance costs.
- A letter of support from the Regional Planning Commission (RPC).
- A letter of support from the VTrans District Transportation Administrator if the project is located on the state system.

All projects shall be developed according to the guidelines published in the *Municipal Assistance Bureau – Local Projects Guidebook for Municipally Managed Projects*. The document and appendices can be found at: <http://vtrans.vermont.gov/highway/local-projects/general-information/guidebook>

Also, the Federal Highway Administration has an excellent web page available with additional information for federal-aid projects: <http://www.fhwa.dot.gov/federal-aidessentials/>

Note: The requirements highlighted in the above sources include compliance with the following:

- National Environmental Policy Act
- Uniform Act for Right-of-Way acquisition
- Buy America Provisions
- Low bid, sealed bid process for construction – Force Account generally not allowed

This a reimbursement program, municipalities must submit invoices for completed work to be reimbursed appropriately up to the grant amount. All projects must be completed or all federal funds will be required to be paid back.

Grant applications and additional information can be found at: <http://vtrans.vermont.gov/highway/local-projects>

Project Development Process

- ▶ Municipal Project Manager Selection
- ▶ Design Engineer Selection
- ▶ Conceptual Plan Development/Review
- ▶ National Environmental Policy Act (NEPA) Approval
- ▶ Preliminary Plan Development/Review
- ▶ Right-of-Way (ROW) Plan Development and Clearance
- ▶ Final Plan Development/Review
- ▶ Project Advertisement, Bidding, and Award
- ▶ Construction and Oversight
- ▶ Maintenance



Section 8. Item #G.

**Typical project takes
2-4 years to complete**

Municipal Project Manager

- ▶ May assign a municipal employee if minimum qualifications are met
 - ▶ Required knowledge base:
 - ▶ Can read engineering plans
 - ▶ Organized
 - ▶ Knowledge of FA project development process
 - ▶ Time commitment of up to 40 hours per week
- ▶ Request For Proposals
- ▶ At-the-Ready Selection
- ▶ Projects where municipalities have hired an MPM have typically been much more successful



At-the-Ready Selection

- ▶ Available for MPM, Design Engineers, and Construction Inspectors
- ▶ VTrans has completed step one of two of the QBS process
- ▶ Pick from list of pre-qualified consultants
- ▶ Will still need to rank consultants and negotiate and contract with them



Design Engineer Selection

- ▶ RFQ/RFP or ATR

Conceptual Plan Development/Review

- ▶ Initial design
- ▶ Public involvement
- ▶ Requires 3 week Agency review



National Environmental Policy Act (NEPA)

- ▶ Minimum of 6 months to complete

Preliminary Plan Development/Review

- ▶ Requires 3 week Agency review

ROW Plan Development/Clearance

- ▶ Highly variable in schedule duration
- ▶ If no ROW acquisitions required for construction/maintenance, 1 month to clear
- ▶ If acquisitions are required
 - ▶ Simple: 6-12 months
 - ▶ Complicated 1- several years



Final Plan Development/Review

- ▶ Requires 3 week Agency review

Project Advertisement, Bidding and Award

- ▶ Use of VTrans - Municipal Assistance Bureau standard bid documents
- ▶ Low bid sealed bid process
- ▶ Three week minimum advertisement period

Construction and Oversight

- ▶ Municipality must provide oversight/resident engineering services
 - ▶ ATR or RFP/RFQ
- ▶ Materials Testing and Acceptance

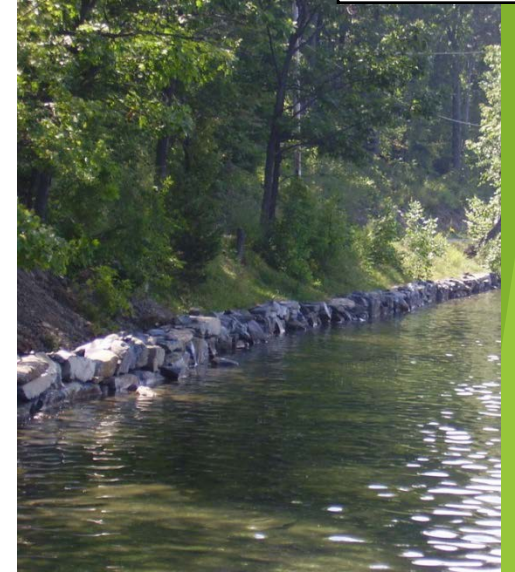
Maintenance

- ▶ Municipality must maintain project



Funding Requirements

- ▶ Buy America (steel & iron products)
- ▶ Davis Bacon Federal Wage Rates
- ▶ Proprietary Products not allowed without Public Interest Finding
- ▶ Project must be designed and constructed in accordance with all federal/state/local permits and regulations



Examples of Candidate Projects

- ▶ Construction cost >\$250k
- ▶ Requires fully engineered design
- ▶ Treat substantial highway runoff
 - ▶ Non-highway runoff eligible, but projects that treat a higher portion of highway runoff are more likely to be awarded
- ▶ Clear water quality benefit
- ▶ Clearly fits within the program's eligibility requirements
 - ▶ Pollution prevention and pollution abatement activities
 - ▶ Mitigation to address stormwater management, control
 - ▶ Water pollution prevention or abatement related to highway construction or due to highway runoff



New bridge, Duxbury



Large culvert, Cambridge



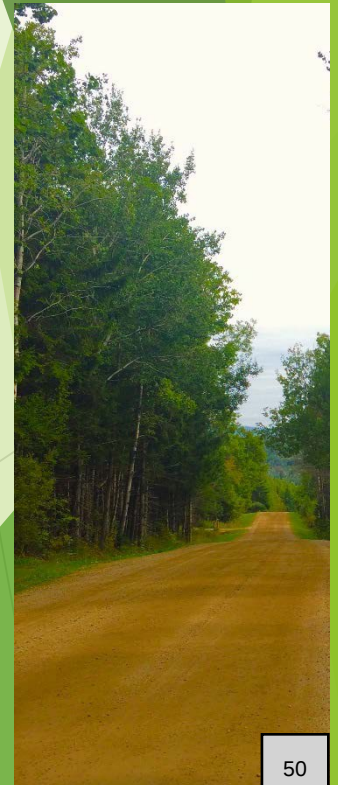
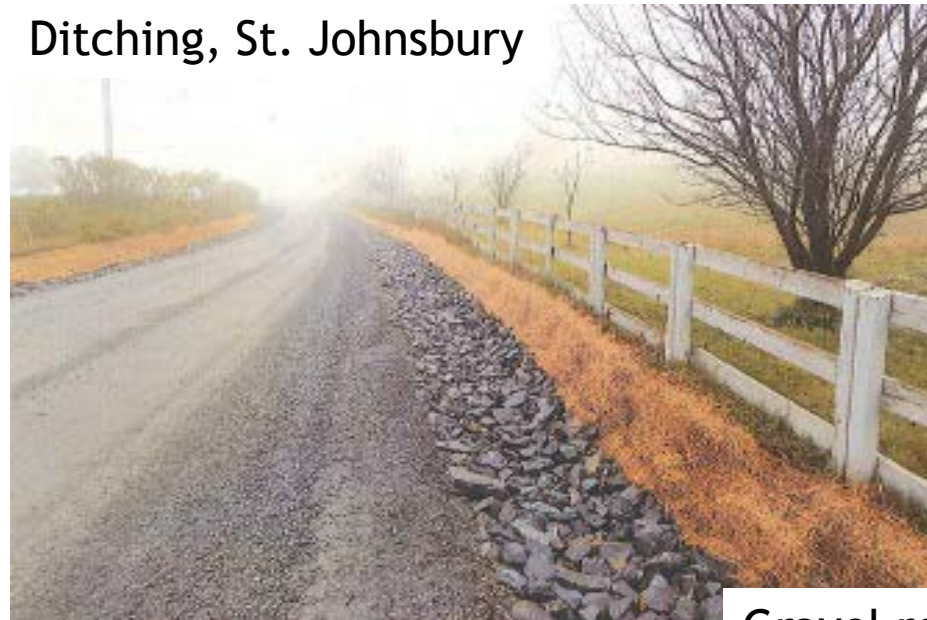
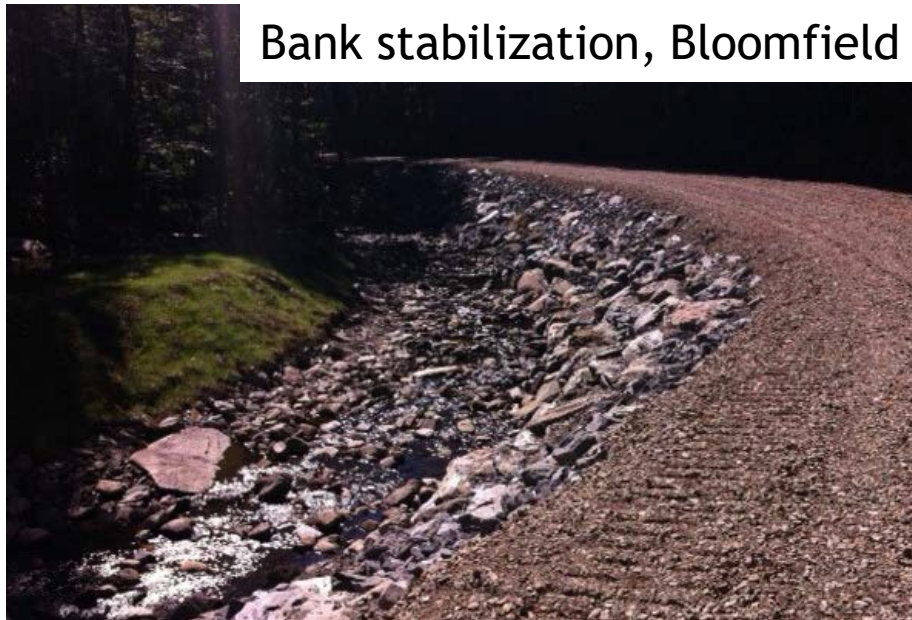
Retention pond, So. Burlington



Gravel wetland, St. Albans

Projects For Other Programs

- ▶ No engineering required
- ▶ Small construction cost <\$250k
- ▶ Municipal crews plan to complete work
- ▶ Town will not be able to come up with 20% cash match



Successful Applications Include:

- ▶ Maps that clearly depict project location
- ▶ Clear pictures of the problem
 - ▶ Write on pictures if it's not clear
 - ▶ If pictures cannot be taken, clearly describe the problem
 - ▶ Example: If a closed system has failed
 - ▶ Is it flooding basements?
 - ▶ Are there sinkholes in the street?
 - ▶ How often does this happen and how much sediment and pollutants are entering the water?
- ▶ Include detailed description of solution
- ▶ If available, include scoping reports and any preliminary engineering designs
- ▶ All questions are fully and clearly answered



Application Requirements

- ▶ Letter of Support from Regional Planning Commission
- ▶ If within State ROW:
 - ▶ Correspondence with VTrans District Transportation Administrator
 - ▶ Considerations for projects within the ROW may include:
 - ▶ Culverts/drainage
 - ▶ Signage
 - ▶ Driveway accesses
 - ▶ Maintenance
 - ▶ Comingling of stormwater
 - ▶ Lighting/security fences
 - ▶ Guardrail



How to apply:

<http://vtrans.vermont.gov/highway/Municipal-Highway-and-Stormwater-Mitigation-Program>

STATE OF VERMONT

Agency of Transportation

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Municipal Assistance - Local Projects

Park and Rides

Right of Way & Utilities

Structures & Hydraulics

Pavement Design



MUNICIPAL HIGHWAY AND STORMWATER MITIGATION PROGRAM

Ross Gouin Telephone: (802) 595-2381 E-mail address: ross.gouin@vermont.gov

Municipal Mitigation General Information:

- [SFY 2021 Municipal Highway and Stormwater Grant Guide](#)

Prevoius Awards:

- [SFY 2021 Municipal Highway and Stormwater Grant Awards](#)
- [SFY 2020 Municipal Highway and Stormwater Grant Awards](#)
- [SFY 2019 Municipal Highway and Stormwater Grant Awards](#)

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VERMONT OFFICIAL STATE WEBSITE VERMONT

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511VT @511VT
Replacement of I-91 bridge between Exits 2-3 both NB and SB. Reduced to one lane, and speed restriction through the work zone. Delays likely
22h

Welcome to VTrans
Providing for the safe and efficient movement of people and goods.
The Vermont Agency of Transportation (VTrans) plans, develops, implements, and manages a statewide transportation network - including roads, bridges, railroads, airports, park-and-rides, bicycle and pedestrian facilities, and public transportation facilities and services.

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New England Compass
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Street Sweeping

Section 8. Item #G.

<http://vtrans.vermont.gov/>, click on 'Highways' in left border

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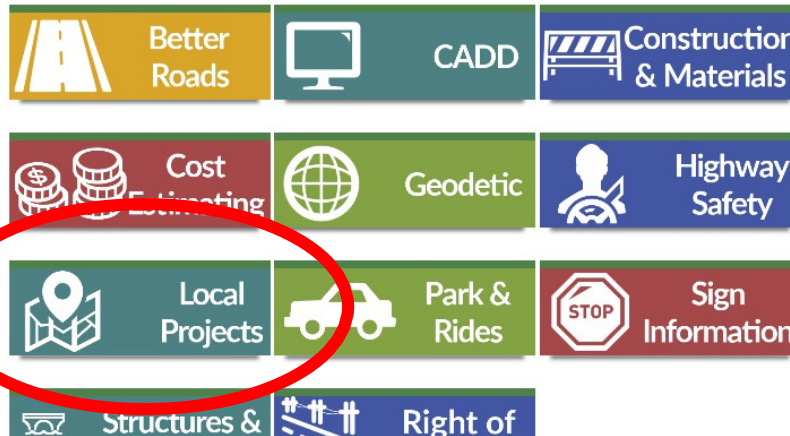
Highway

Better Roads
CADD Help
Construction & Materials
Cost Estimating
Geodetic
Highway Safety
Municipal Assistance
Bureau - Local Projects
Park and Rides
Right of Way & Utilities & Survey
Sign Information
Structures & Hydraulic
Bicycle and Pedestrian
Municipal Highway and
Stormwater Mitigation
Program



HIGHWAY

The mission of the Highway Division is to timely and cost effectively deliver quality programs and projects in support of the Agency's mission.



Section 8. Item #G.

Click on 'Local Projects'

Submission Format

- ▶ Electronically via email to AOT.HWYMUNLCLActive@vermont.gov with a CC' to: Ross.Gouin@vermont.gov and a CC' to: Scott.Robertson@vermont.gov



- ▶ Organization
 1. Application form
 2. Map
 3. Pictures
 4. Scoping study/engineering plans
 5. Letters of Support
 6. Any other misc. supporting documentation



Anticipated Program Schedule

- ▶ September 8th - Program Announcement and release of application information
- ▶ **November 7th, Applications due**
- ▶ December through March - Selection Committee Evaluations & Scoring
- ▶ Early March - Project Awards announced





Applications due November 7th, 2025

Questions? please contact

Ross Gouin
VTrans Municipal Assistance
ross.gouin@vermont.gov
(802) 595-2381



Vermont Transportation Alternatives

Fall 2025 Application Guide

Applications Due: November 7, 2025



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Transportation Alternatives Program - State Fiscal Year 2026 Program Timeline

- The Transportation Alternatives Program grant opportunity will be announced in the Fall of 2025.

Applications are submitted this year email to aot.hwymunlclactive@vermont.gov and cc: ross.gouin@vermont.gov and scott.robertson@vermont.gov.

- Application materials and guidance can be found here: <https://vtrans.vermont.gov/highway/local-projects/transport-alt>.
- The **application deadline is November 7, 2025**. Also, attach separate files as necessary such as support letters, any engineering plans, feasibility studies, reports, etc. as described in the application. Be sure to label each attachment with the Town name and file description. Incomplete or late applications will not be considered.
- For questions or concerns, please contact Scott Robertson, Municipal Assistance Section TA Coordinator @ scott.robertson@vermont.gov or 802-793-2395.

The Basics

- Federally funded program capped at \$600,000 of fed. funds (\$750,000 total per award)
 - ✓ Other than Salt Sheds with \$500,000 max, of fed. Funds. See Appendix C below.
- Funding splits: 80% federal, 20% local match
- Must relate directly to surface transportation
- 50% of funding reserved for stormwater quality improvement projects.
- Includes:
 - ✓ Pedestrian, ADA, and bicycle
 - ✓ Safe Routes to School
 - ✓ Historic and archaeological
 - ✓ Environmental and wildlife
- Services must be procured competitively
- Must comply with Federal and State requirements

The Bipartisan Infrastructure Law (BIL), continues the Transportation Alternatives set-aside from the Surface Transportation Block Grant (STBG) program. Eligible uses of the set-aside funds include all projects and activities that were previously eligible under the Transportation Alternatives Program under the Moving Ahead for Progress in the 21st Century Act (MAP-21). This encompasses a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. These set-aside funds include all projects and activities that were previously eligible under TAP. All projects must be developed in accordance with applicable federal and state regulations. All projects must demonstrate a strong transportation link.

Note:

- 50% of TAP funding will be reserved for Environmental Mitigation projects relating to stormwater and highways, including eligible salt and sand shed projects.
- The *VTrans Enhancement to Transportation Projects Policy (the “Amenity Policy”)* applies to these grants. Only items that are a “functional necessity”, as defined in the link below, are eligible for reimbursement for these projects.
<http://vtrans.vermont.gov/sites/aot/files/portal/documents/policies/60131-Enhancements-to-Transportation-Projects.pdf>.
- Please note that applications for additional project funding will not be considered if they do not have a current NEPA clearance and Right of Way Clearance.

Eligible Projects:

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
- Construction of turnouts, overlooks, and viewing areas.
- Community improvement activities, including:
 - (i) historic preservation and rehabilitation of historic transportation facilities;
 - (ii) vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control;
 - (iii) archaeological activities relating to impacts from implementation of a transportation project eligible under title 23, U.S.C.
- Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - (i) address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff; or
 - (ii) reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

Note: Construction of salt sheds may be eligible under the environmental mitigation category. Eligibility for salt sheds will be considered on a case-by-case basis based on proximity of the existing storage location to a major water body (generally within 50 ft.). **See Salt Shed Guidance – Appendix C.**

Ineligible Activities

- Acquisition of scenic easements and scenic or historic sites.
- Operation, maintenance, and administrative expenses.
- Operation and maintenance of historic transportation facilities.
- Transportation museums.

Project Selection – Projects will be selected by a grant committee which includes representatives from: The VTrans Municipal Assistance Section, the VTrans Bicycle & Pedestrian, Agency of Natural Resources, and Regional Planning Commission representatives.

Eligible Project Grant Types:

The TA program provides funding for the following types of grants:

- Scoping (feasibility) studies
- Project design, right-of-way acquisition, and construction.

Scoping Studies – Many projects that are funded for design and construction are the result of a formal scoping or feasibility study. You may wish to consider applying for a scoping study before you apply for funds to design and construct a project. Scoping studies help rule out unintended consequences, provide more accurate cost estimates, and provide more confidence that a project will be successfully completed. A scoping study will generally bolster support for a future TA application for design and construction funding. Activities of a study include:

- defining the purpose and need of the project
- identifying potential impacts on the environment
- initial review of potential right-of-way needs
- selecting preferred alternative solutions
- estimating project management, design, and construction costs.

Construction Projects – The TA Program does not fund design only projects. All projects, other than scoping studies, must advance to construction to avoid the pay-back provision.

Eligible Applicants:

- **A local government.** Local government entities include any unit of local government below a State government agency.
- **A regional transportation authority.** Regional transportation authorities are considered the same as the Regional Transportation Planning Organizations defined in the statewide planning section (23 U.S.C. 135(m)).
- **A transit agency.** Transit agencies include any agency responsible for public transportation that is eligible for funds as determined by the Federal Transit Administration.
- **A natural resource or public land agency.** Natural resource or public land agencies include any Federal, Tribal, State, or local agency responsible for natural resources or public land administration. Examples include:
 - State or local park or forest agencies.
 - State or local fish and game or wildlife agencies.
 - Department of the Interior land management agencies.
 - U.S. Forest Service.

- **A school district, local education agency, or school.** School districts, local education agencies, or schools may include any public or nonprofit private school. Projects should benefit the general public and not only a private entity.
- **A Tribal government.**
- **A nonprofit entity.** The BIL removed the requirement that the nonprofit entity be responsible for the administration of local transportation safety programs.
- **Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails** (other than a metropolitan planning organization that serves an urbanized area with a population of over 200,000 or a State agency) that the State determines to be eligible, consistent with the goals of 23 U.S.C. 133(h).
- **A State,** at the request of an eligible entity listed above.

Reimbursement – The TA program is a reimbursement program. Sponsors submit invoices for completed work and VTrans reimburses the sponsor for the federal share of the total up to the award amount.

- **Payback Provision** – Before you apply you should understand that all projects must be completed, or all federal funds will be required to be paid back.
- **Project funding limits** - Eligible applicants may apply for project funding up to \$600,000 in federal dollars. Scoping studies are typically awarded in the range of \$40,000 to \$70,000 total.
- **Project Match Requirements** – For scoping and construction projects, a minimum of twenty percent (20%) of the total project cost must be provided by the Sponsor. Match from other federally funded programs may or may not be eligible to be used toward match for a TA grant so check with the program coordinator to confirm eligibility. In-kind goods and services are subject to approval by VTrans. Issuance of a grant award does not constitute approval of in-kind match proposed in an application. Once approved, in-kind goods, services or donations are treated the same as any other project cost.

Post Award Steps – After the award is made, the Sponsor, in collaboration with VTrans, finalizes a Scope of Work and enters into a Grant Agreement (GA) with VTrans. The GA identifies the responsibilities of both parties and sets the maximum limiting amount of the grant award. By entering into the agreement, the Sponsor agrees to follow FHWA and VTrans requirements and will be responsible for the design and long-term maintenance of the improvement.

Project Management– The Vermont Transportation Alternatives Program is overseen by the VTrans Municipal Assistance Section – Local Projects Section. Each project is assigned a VTrans project supervisor who oversees and provides guidance to the Sponsor throughout the development of the project. Sponsors are also required to have a local project manager. Sponsors can either utilize a qualified staff member to carry out project management, or contract with a private consultant or their Regional Planning

Commission. Municipal Project Managers (MPM's) are responsible for the day-to-day management and administrative duties and advancing the project to completion. VTrans staff will provide the MPM with technical assistance in such areas as funding eligibility, procurement, right-of-way acquisition and environmental permitting to keep the project moving forward in a timely and compliant fashion and to ensure that the federal and state laws, policies, and standards are followed.

- **Procurement Procedures for Services** – Services must be procured competitively (i.e., project management, design, construction inspection) per 23 CFR 635. Municipal Assistance staff will assist the municipality as needed. For construction contracting, an invitation for bids is issued and an award is made based on the lowest responsive and responsible bid.
- **Audit Requirements** – Sponsors are responsible for complying with the Single Audit Act for the period during which their GA is open. This requires an annual reporting of financial information.

Municipal Assistance Section – Local Projects Guidebook – All projects are developed according to the guidelines published in the *Municipal Assistance Section – Local Projects Guidebook for Municipally Managed Projects*. The document appendices can be found at:

[Guidebook for Municipality Managed Projects | Agency of Transportation \(vermont.gov\)](#)

FHWA has an excellent web page available with additional information. It can be found at:

<http://www.fhwa.dot.gov/federal-aidessentials/>

Application Support Requirements:

- **Required Regional Planning Commission Support** – All projects must receive a letter of support from their Regional Planning Commission (RPC). See appendix for contact information for the RPC in your region.
- **A support letter from the governing body of the applicant municipality or organization**, acknowledgement and source of the local match, and commitment to future maintenance responsibility for construction projects is required (must be dated within 1 year of the application).
- **Required Notification to VTrans District Transportation Administrator** – Projects located in or adjacent to a State maintained Right-of-way must submit a description of the project and/or plans to the District Transportation Administrator (DTA) in your region. The DTA oversees maintenance of the state highway system in their district. A copy of your correspondence to the DTA should be attached to your application. See the appendix for a list and contact information for the DTA in your region.

Application Instructions:

Applications are submitted this year by emailing to: aot.hwymunlclactive@vermont.gov

The **application deadline is November 7, 2025**. Also, attach separate files as necessary such as support letters, any engineering plans, feasibility studies, reports, etc. as described in the application. Be sure to label each attachment with the Town name and file description. Incomplete or late applications will not be considered.

Sponsoring Organization – Only eligible applicants may apply. Provide the name and contact information of the person responsible for the application.

Amount Requested – Tell us how much federal funding you are seeking (no more than 80% of your total project estimate for construction projects or for scoping studies). There is a required local match of the federal funds awarded at a minimum of 20% of the total project cost for construction projects and for scoping studies. This can be confusing. If you are applying for \$600,000 in federal funds for a construction project, you will be required to have at least \$150,000 in local match. For example: Federal Award \$600,000 (80%) + Local Match \$150,000 (20%) = Total Project Cost = \$750,000 (100%). If you are applying for additional funds for an existing project, show the amount being requested for this grant in the PE, ROW, Construction, Construction Engineering, and Municipal Project Management rows included in the grant application. Also, be clear regarding total project cost and other funding amounts and sources in the *Additional Funding Comments* box below the project cost estimate section (application question no. 5).

Project General Location – Provide information where the proposed work will be done and identify the Regional Planning Commission. If your project is linear in nature, such as a sidewalk or bike path, please be sure to tell us the approximate length. Check the boxes if the proposed project is located on or adjacent to a State maintained highway system.

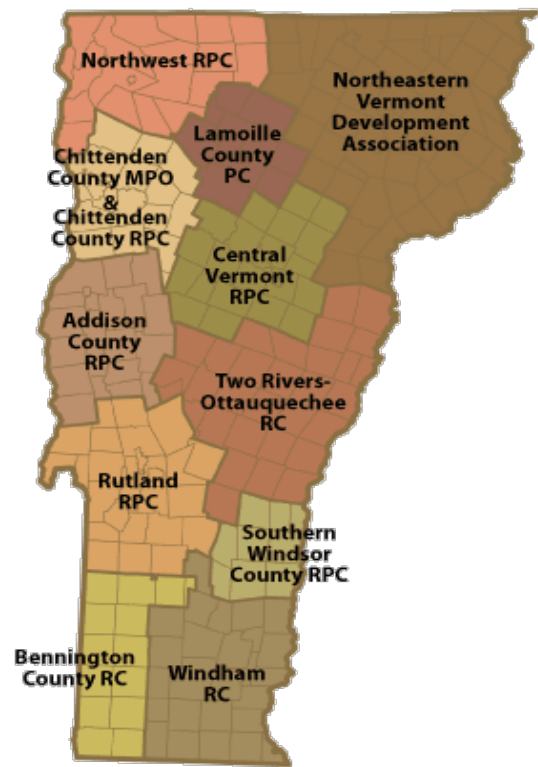
Property Ownership – All federal aid projects require that the property be acquired for the public purpose - either through purchase in fee, easement, or condemnation in accordance with the federal Uniform Relocation Act. This includes acquisition of any temporary construction rights. A formal Right-of-way Clearance is issued by VTrans ROW Section upon review and confirmation that the effort satisfies the federal law. Please check the status of property ownership.

Funding Sources – Please list all sources of funding for this project and their corresponding dollar value. Provide information as to the source of the local match. In-kind donated services, materials, construction services, and property may be eligible towards the required local match if approved. The award of a grant does not necessarily approve the proposed local match.

Appendix A – Regional Planning Commissions

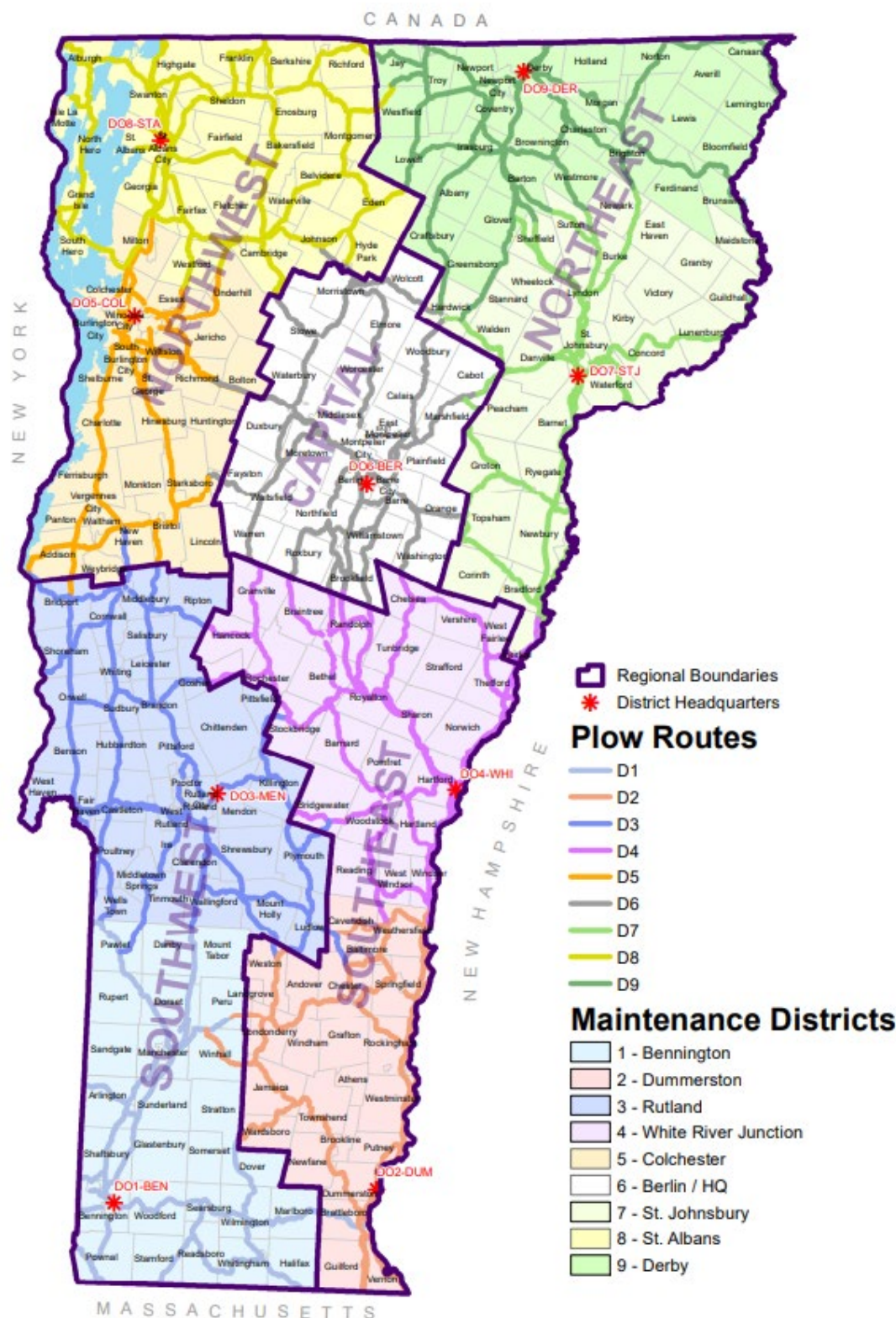
Vermont’s Regional Planning Commissions are important resources for Vermont Transportation Alternatives applicants. It is important to obtain a letter of support from the Commission that represents your region of the State. Contact the Transportation Planners at the numbers listed below. For more information, go to the Vermont Association of Planning and Development Agencies website at: vdpa.com.

Vermont Regional Planning Commissions



Addison County Regional Planning Commission	(802) 388-3141
Bennington County Regional Commission	(802) 442-0713
Central Vermont Regional Planning Commission	(802) 229-0389
Chittenden County Regional Planning Commission	(802) 846-4490
Lamoille County Planning Commission	(802) 888-4548
Northeastern Vermont Development Association	(802) 748-5181
Northwest Regional Planning Commission	(802) 524-5958
Rutland Regional Planning Commission	(802) 775-0871
Southern Windsor County Regional Planning Commission	(802) 674-9201
Two Rivers-Ottawaquechee Regional Commission	(802) 457-3188
Windham Regional Commission	(802) 257-4547

Appendix B – District Transportation Administrators:



Appendix C: Municipal Assistance Section – Salt Shed Grant Application Guide

VTrans - Municipal Assistance Section grant opportunities allow for the design and construction of salt and sand sheds as eligible expenses through the following programs: the **Transportation Alternatives Program (TAP)** and the **Municipal Highway and Stormwater Mitigation Program (MHSMP)**. Salt shed funding is allowed through these programs to mitigate water contamination in association with the Vermont Clean Water Act (Act 64). All projects must be developed in accordance with applicable federal and state regulations.

The purpose of this funding is to effectively cover salt and sand piles to prevent water pollution. This funding is eligible for a reasonably sized sand/salt shed and allows for the storage of necessary loading equipment. Additional equipment storage, general maintenance of existing salt sheds, or any other amenities are not eligible. Salt and sand sheds that have exceeded their expected useful life is not considered maintenance and may be eligible to apply for this funding.

The maximum amount of funding per project through the VTrans Municipal Assistance Section (i.e., the sum total of MM and TAP grants) is capped at **\$500,000** of federal funding which will require **\$125,000** of local match funding, for a total grant amount of **\$625,000 (i.e., 80% federal or state / 20% local funding split)**. Any additional expenses per project cannot be funded through these programs.

The MHSMP and TAP programs require the following elements to be addressed to successfully receive grant funding:

- A thorough description of how salt contamination is occurring from the existing salt pile conditions to nearby surface and/or ground water (*including the proximity of the closest receiving waters and/or other sensitive resources, such as wetlands*).
- Evidence of salt and sand shed size necessity and annual salt & sand usage.
- A thorough cost estimate of the design and construction of the facility meeting federal requirements.
 - Must include considerations for project design, R.O.W., construction, construction inspection, and project management expenses.
- A clear status of the project development at the time of application.
 - Projects applying for additional funding must have a R.O.W certificate from VTrans.
- A review of existing permits relative to the improvement, a statement of how the project will comply, and if any new permits will be required.
- A support letter from the governing body of the applicant municipality or organization must include:
 - Acknowledgement of the local match financial requirement.
 - Acknowledgement of responsibility for future maintenance costs.
- A support letter from the Regional Planning Commission (RPC).
- A letter of acknowledgement from the VTrans District Transportation Administrator if the project requires a State Highway Work and Access Permit.

Note: Salt and sand shed projects funded through the MHSMP and TAP grant opportunities must include compliance with the following:

- National Environmental Policy Act
- Uniform Act for Right-of-Way acquisition
- Buy America Build America Provisions
- A public interest finding for proprietary products
- Low bid, sealed bid process for construction – Force Account is generally not allowed (i.e., construction completed by municipal staff).

These are reimbursement grants so municipalities must submit invoices for completed work and be reimbursed appropriately up to the grant amount. All projects must advance through construction, or payback provisions will be initiated.

Salt and sand shed projects shall be developed according to the guidelines published in the ***Municipal Assistance Bureau – Local Projects Guidebook for Municipally Managed Projects***. Grant applications and additional information can be found at: <http://vtrans.vermont.gov/highway/local-projects>

Appendix D: Typical Project Timeline Example (Approx. 4 Years):





VTrans Transportation Alternatives (TAP)
and
Municipal Highway and Stormwater Mitigation Program Grant (MHSMP)
Combined Application

Thoroughly read the TAP and MHSMP application guidebooks before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the application process requirements. Please e-mail the completed application to:
aot.hwymunlclactive@vermont.gov and cc: ross.gouin@vermont.gov and scott.robertson@vermont.gov.

Click here to enter text.
(Project Name/Title)

Click here to enter text.
(Phone)

Click here to enter text.
(Municipality contact person responsible for the management of this project)

Click here to enter text.
(e-mail address)

Click here to enter text.
(Town)

\$ Click here to enter text.
Amount of **Federal Funds requested** (no more than 80% of the project cost estimate).

Click here to enter text.
(Zip Code)

Click here to enter text.
Amount of Local Match. Example:
Federal Award = \$600,000 (80% of total)
Local Match = \$150,000 (20% of total)
Total Project Cost = \$750,000 (100% of the tot

Click here to enter text.
(Mailing Address)

County: Click here to enter text.

Town/Village/City: Click here to enter text.

Specific location, street, or road: Click here to enter text.

Regional Planning Commission: Click here to enter text.

If a linear project, what is the length in feet? Click here to enter text.

Is the project on or intersecting to a State maintained highway? Yes ☐ No ☐

- Note: If yes, be sure to include documentation that you have notified the VTrans District Transportation Administrator of the intent to apply for TA funding and have provided them with a brief (one paragraph) description of the proposed project.*

Project type being applied for: ☐ Scoping ☐ Design/Construction

The municipality understands that a typical construction project utilizing TAP or MHSMP Program funds will take roughly three years (min.) in the Design and ROW phases prior to going to construction (as pointed out in the TAP and MHSMP Application Guides)? Yes ☐ No ☐

Does this project have a previously completed scoping or feasibility study? Yes ☐ No ☐

Note:
Attach a map(s) of the project area and clearly show the limits of the project as well as surrounding benefits from the proposed improvement. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos of the area are also recommended.

Fiscal Information:

Accounting System Automated ☐ Manual ☐ Combination ☐

SAM Unique Identifier # [Click here to enter text.](#)

Fiscal Year End Month [Click here to enter text.](#)

Property Ownership:

If the proposed project is on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights) in accordance with the “Uniform Act”, then the municipality is committed to exercising its right of **eminent domain** to acquire the rights to construct the project if necessary. Yes ☐ No ☐

Funding:
Does this project already have existing funding? If so, please describe. Yes ☐ No ☐

Please note that existing projects will not be considered for additional funding without a current NEPA clearance and ROW clearance. Please provide date of clearances below:
[Click here to enter text.](#)

Will you accept an award less than you applied for? Yes ☐ No ☐

- If yes, please indicate whether local funds will be used to make up the shortfall, or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project (please be specific) you would accept partial funding for.
[Click here to enter text.](#)

A support letter from the governing body of the applicant municipality or organization and an acknowledgement and source of the local match and commitment to future maintenance responsibility for construction projects is required (must be dated within 1 year of the application). Is a letter of support attached? Yes ☐ No ☐

Regional Planning Commission Letter of Support:

In order to apply, the project must have a letter of support from the regional planning commission. Is a letter of support attached?

Yes ☐ No ☐

Please note that applications for additional project funding will not be considered if they do not have a current NEPA clearance and Right of Way Clearance.

PLEASE NOTE: If this application is for salt or sand shed funding, the applicant must read and understand the **Municipal Assistance Section Salt Shed Application Guide**. All of the following scoring questions below must thoroughly convey an understanding of the salt and sand guidance provided.

Application Scoring Criteria:

1. Please give a brief description of the project (be sure to indicate the primary facility type being applied for and be concise).
(10 points max.)
Click here to enter text.

2. What is the feasibility of this project? Feasibility (or Scoping) study applications will not be scored on this criterion. Also, please describe the extent of project development to date.
(10 points max.)
Click here to enter text.

3. Does this project address a need identified in a local or regional planning document? If so, please describe.
(5 points max.)
Click here to enter text.

4. Does this project:

A. Benefit a State Designated Center per the link below (i.e., downtowns, villages, or neighborhood growth centers recognized by the Vermont Department of Economic, Housing and Community Development?
Not applicable for Environmental Mitigation Categories (5 points max.)
<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>
Click here to enter text.

B. Benefit mobility for disadvantaged populations to include elderly, disabled, minorities, and low-income residents. Please describe this impact (if applicable) in detail. Supporting documentation, including recent data must be included.
Not applicable for Environmental Mitigation Categories (10 points max.)
Click here to enter text.

5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only.
- Note:** If you are applying for additional funds for an existing project, show the amount being requested for this grant in the PE, ROW, Construction, Construction Engineering, and Municipal Project Management rows below. Also, be clear regarding total project cost and other funding amounts and sources in the additional funding comments box below.
- (10 points max.)**

Preliminary Engineering (PE) <i>(Engineering, Surveying, Permitting)</i>	\$ Click here to enter value
Right-of-way / Acquisition (ROW) <i>(appraisals, land acquisition and legal fees)</i>	\$ Click here to enter value
Construction <i>(construction costs with reasonable contingency)</i>	\$ Click here to enter value
Construction Engineering <i>(cost to provide inspection during construction)</i>	\$ Click here to enter value
Municipal Project Management Costs <i>(minimum of 10% of total PE, ROW and Construction Phases).</i>	\$ Click here to enter value
Total Project Cost	\$ Click here to enter value

Addition Funding Comments: (ex. Total and additional funding for existing projects)
[Click here to enter text.](#)

6. Select the eligibility category below (A, B, C or D) that best fits your project and answer the corresponding questions for that category (choose only one category). 10 bonus points will be awarded to projects that are primarily Bicycle or Pedestrian facilities.

☐ **A. Bicycle and Pedestrian Facilities (includes Safe Routes for Non-Drivers and Conversion of abandoned railroad corridors.**

(i) Will the project contribute to a system of pedestrian and/or bicycle facilities?
(10 points max.)

[Click here to enter text.](#)

(ii) Will the project provide access to likely generators of pedestrian and/or bicyclist activity? **(10 points max.)**

[Click here to enter text.](#)

(iii) Will the project address a known, documented safety concern? **(10 points max.)**

[Click here to enter text.](#)

☐ **B. Community Improvement Activities:**

- i. Explain how the project improves the economic wellbeing of the community and/or provide a benefit to state tourism? **(10 points max.)**

[Click here to enter text.](#)

- ii. Describe the anticipated impact to the public; degree of visibility, public exposure and/or public use. **(10 points max.)**

[Click here to enter text.](#)

- iii. Answer only one of the following based on the type of project:

- a) Construction of turnouts, overlooks, and viewing areas as related to scenic or historic sites.
To what extent will the project provide a view of a highly unique and scenic area?

- b) **(10 points max.)**

[Click here to enter text.](#)

- c) Preservation or rehabilitation of historic transportation facilities. *Describe the historic significance of the historic transportation facility and the importance of the facility to the state.* **(10 points max.)**

[Click here to enter text.](#)

- d) Archeological planning and research related to impacts from a transportation project. *Describe the associated transportation project and benefit of the proposed activities.* **(10 points max.)**

[Click here to enter text.](#)

- e) Vegetation management in transportation rights of way to improve roadway safety, prevent invasive species, and provide erosion control. *Describe the extent of the current problem and the impact on the site and surrounding area.* **(10 points max.)**

[Click here to enter text.](#)

☐ **C. Environmental Mitigation Activity Related to Stormwater and Highways
(Including Salt and Sand Sheds)**

- i. Please describe how this application provides environmental mitigation relating to stormwater and highways. **(10 points max.)**
[Click here to enter text.](#)
- ii. What information or data is provided to substantiate the current stormwater problem and associated environmental impacts? **(10 points max.)**
[Click here to enter text.](#)
- iii. What substantiating data or information is provided to show that the proposed application is an effective and maintainable solution to the problem? **(10 points max.)**
[Click here to enter text.](#)

☐ **D. Environmental Mitigation Activity Related to Wildlife**

- i. Please describe how this application will reduce vehicle-caused wildlife mortality or will restore and maintain connectivity among terrestrial or aquatic habitats. **(10 points max.)**
[Click here to enter text.](#)
- ii. What information or data is provided to substantiate the current problem and associated environmental impacts? **(10 points max.)**
[Click here to enter text.](#)
- iii. What substantiating data or information is provided to show that the proposed application is an effective and manageable solution to the problem? **(10 points max.)**
[Click here to enter text.](#)

Town of Georgia

Office of the Town Administrator

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(802) 524-3524

www.townofgeorgia.com

Town Administrator Report

To: Selectboard Members

From: Stacy Katon, Town Administrator

Date: October 22, 2025

Subject: Town Administrator Report – Reporting Period: October 13–24, 2025

1. General Updates

- Selectboard Appointment: Welcome to the Board, Judith Nasca! We are very excited to have you join us. Paul Jansen will be missed — thank you for stepping in to help us out.
- PACIF Risk Management: All required items have been completed and submitted to Zander at PACIF.
- Equipment Loss: The 2013 Dump Truck and hot box were both deemed total losses. The Town will need to move forward with replacement before plow season.
- Vicious Dog Complaint: ACO conducted investigations and findings, Response to Vicious Dog Complaint has been done, awaiting boards review and response.
- Impact Fee Hearing: A decision letter is being sent to Michael Danis following the hearing held on October 13, 2025.
- VELCO ROW (SLW Mylar): Mylar received and the Town Attorney was notified; awaiting next steps (email sent October 21, 2025).

2. Departmental Updates

- Library MOU: Reinitiated discussions regarding the Town–Library Memorandum of Understanding. Contacted Bridget to assist in bringing this back for review, following interest expressed at the October 13 meeting.
- Assessor's Office: Identified issues with Utility Property Valuations (2023–2025) stemming from a former assessor's work. The matter is currently under review with the former assessor's insurance agent.

- Animal Control: The ACO continues to hold an impounded stray dog. The Town will cover seven days of boarding costs. The ACO is requesting to meet with the Board for guidance on handling future cases and plans to attend the November 10 meeting.

3. Projects and Grants

- Bridge #28 Replacement: Requesting Board approval to apply for the FY26 VTrans Grant (maximum \$600,000). Applications due November 7.
- Better Roads Grant: Requesting Board approval to apply for the FY26 Better Roads Grant (REI). Applications due October 31.
- HSIP Grant #CA0783: AOT project supervisor indicated payment is expected by the end of October.
- GIA Grant #GA0785: Project work completed. Todd emailed the compiled hours and equipment documentation for reimbursement, I will submit for reimbursement by 10/31/25.
- Surveillance Policy: Kolleen and Brian are currently revising the policy.
- Key Box Project: New key box installed; coordinating with Public Works and Fire Department Administration to update keys and the access list.
- ICT Protégé Software: Cost for new license is \$1,200. Discussion scheduled for October 27 meeting to determine purchase.
- EzStation Video Software: Installed on the Public Works Director's computer. Doug is working with the vendor to resolve installation issues on the laptop.

4. Financial / Budget Updates

- Insurance Claim – Generator Incident (6/19/25): Still open. Followed up with Todd on October 22 to confirm whether replacement work is complete to close the claim. Todd is awaiting a final invoice then we will submit, goal is for us to get funds prior to year end.
- Bank Reconciliations: Review and sign-off process in progress; expected completion by the end of the month.
- PACIF Policy Review: Reviewing property and vehicle lists with PACIF for accuracy. Lists will be sent to the Board and Department Heads for verification and review.

5. Personnel and HR

- PTO Accrual Tracking: Reviewed vacation and sick accruals — all appear to be calculating correctly. Will continue monitoring as employee anniversary dates occur. CTO hours now appear on pay stubs.

- Union 686 (AFSCME): Following up with Larry Mouquin regarding the addendum to PTO accruals in the union contract. He has it out to their attorneys to review and give a revised addendum for the union contract.
- FY26 Health Insurance: On the October 27 agenda. A workbook with plan comparisons and cost analysis has been provided for Board review.
- Employee Update: Kyle is expected to return to work on Monday, October 27, 2025. Great news — we're glad he's feeling better.

6. Policy / Ordinance / Compliance

- Distributed Workplace Injury Procedures & Forms Guidelines to the Board and Department Heads — awaiting Board approval to implement.
- Developing Processes, Procedures, Forms, and Logs for complaints received by the Town Office.
- Discussion on the idea of asking the Planning Commission assist with reviewing and updating the Impact Fee Ordinance.

7. Other Business / Upcoming Items

- Invited and attending the Planning Commission Meeting on October 28, 2025.
- Preparing FY26 Annual Benefit Packets, to be distributed by mid-November following Board votes on the health plan and buyout options.
- Net Metering Proposal: The Town of Colchester has reached out regarding participation in a net metering contract to reduce electricity costs.
- Would like to begin FY26 goal-setting discussions and establish a working timeline.

Attachments (if applicable)

- Treasurer's Report: Lori to provide update in person at the October 27 meeting.
- Department Reports: Todd to provide update in person at the October 27 meeting.
- Correspondence: Town of Colchester Net Metering proposal (included in 10.27.25 agenda packets).
- Grant Materials: Better Roads and VTrans applications (included in 10.27.25 agenda packets).
- Sheriff's Report: September 2025 activity report from Sheriff Grismore (included in 10.27.25 agenda packets).



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: 10/16/2025
TO: Stacy Katon, Town Administrator, Town of Georgia
FROM: John Grismore, Sheriff
RE: September Monthly Reporting

September Notes:

As has been reported previously, motor vehicle issues continue to be the highest reported activity. This month we conducted 24 traffic stops resulting in 4 criminal charges: 2 for Driving with a Suspended License, 1 DUI-Drugs and 1 Drug Possession. Additionally, we issued 10 traffic tickets and 22 warnings. Speeding (18) was the highest category.

Forward Looking:

We are starting to see more drug related activities throughout the county. Weekly, we’re seizing vehicles and conducting search warrants related to suspected drug activity. In Sheldon, we made an arrest related to possession of methamphetamine and although too early to get a proper read, any existence of meth is very concerning. Cocaine base (“crack”) continues to be the most widely abused drug and we’re seeing a notable decrease in the amount of fentanyl, which is a very good sign. We will continue to leverage our imbedded detective in the Vermont Drug Task Force to ensure proper visibility of such issues.

Report Summary:

Section 9. Item #B.

	April	May	June	July	August	September
Total Hours Worked	80	80	88	90	102.5	81
Total Incidents	46	53	68	46	50	47
Incidents Per Hour Worked	0.58	0.66	0.77	0.51	0.49	0.58
Total Arrest Charges	1	4	8	1	14	6
Total Traffic Stops	26	39	36	29	33	24
Total Directed Patrols	5	0	12	6	3	3
Total Warnings Issued	29	37	37	25	33	22
Total Tickets Issued	13	18	14	9	13	10

Incident Data:

	2
Traffic Stop	4
Directed Patrol	3
Suspicious Event	3
TRO/FRO Service	3
VIN verification	3
DLS	2
Informational	2
Assist - Agency	1
Drugs	1
DUI	1
Motor Vehicle Complaint	1
Subpoena Service	1
Vandalism	1
Welfare Check	1

Arrest Data:

Driving Under The Influence - Drugs	2
Driving with a Criminally Suspended License	1
Drugs - Depressant, Stimulant, And Narcotic Possession	
Misdemeanor	1
Ignition interlock restricted driver's license or certificate; penalties	1
Operation Without Consent - Aggravated	1

Motor Vehicle Enforcement Data:

Section 9. Item #B.

SL2 - 11-20 MPH Over Speed Limit	13
SL3 - 21-30 MPH Over Speed Limit	4
CEL - Using Portable Electronic Device Outside Work or School Zone 1st violation	3
DEF - Condition Of Vehicle	2
INS - Operating Without Liability Insurance	2
AWD - Consuming Alcoholic Beverage While Driving	1
FYY - Stop Sign	1
NR - Persons Required To Register	1
PNA - Misuse Of Number Plates	1
SL1 - 1-10 MPH Over Speed Limit	1
TL - Tail Lights	1
VNI - Vehicle Not Inspected Within 15 Days Of Vt. Registration	1
VO - Regulations In Municipalities	1

Community Correspondence:

Date	Mode	Contact Name	Information/Concern	Action(s) Taken
09/15/25	Email	Gerry Charbonneau	Email from Gerry: "What can you do about the Fourwheelers and dirt bikes on the Decker road Georgia. Seems like they are getting away with being on the roads a lot lately, they have been at it since Saturday . They do wheelies , plus fly down the road all the time. They just drove by and it's 9:00 at night . I hope this gets fixed a lot of us neighbors have had enough of this BS." Follow up from Gerry: "Yes I know who they are . Chelsea Howard's son they live on decker rd . They have the dirt track in there back yard I believe she's 1055 . And his friends. The other is at the other end of decker rd . Last name is Barrette . He's the one that does all the burn out marks in the rd. Plus some if his friends . Theirs a red four wheeler and a green and yellow. I'll see if my neighbor has video.>	Communication has been sent out to the Deputies to track these individuals down. Information was also shared with VSP. Deputies were instructed to make contact with Chelsea Howard.



FRANKLIN COUNTY SHERIFF

ACTIVITY REPORT - SEPTEMBER 2025

Date / Time	Incident Type	Location
9/2/2025 9:49	Traffic Stop	Ethan Allen Hwy / Peoples Trust Parking Lot
9/2/2025 10:13	VIN verification	2715 Ethan Allen Hwy
9/3/2025 15:34	Traffic Stop	Roadside Acres/ Stonebridge Rd
9/4/2025 14:55	Directed Patrol	Georgia Shore Rd
9/6/2025 17:44	VIN verification	325 Sandy Birch Rd
9/6/2025 18:24	Traffic Stop	Georgia Shore Rd / Peppers Way
9/6/2025 18:39	Traffic Stop	Georgia Shore Rd / Peppers Way
9/6/2025 20:30	DLS	Ballard Rd / Sodom Rd
9/6/2025 21:05	Traffic Stop	Ethan Allen Hwy / Maplefields
9/6/2025 21:25	DUI	Ethan Allen Hwy / Maplefields
9/6/2025 23:10	Traffic Stop	Ethan Allen Hwy / Heritage Dr
9/8/2025 2:16	Suspicious Event	1207 Ethan Allen Hwy
9/8/2025 13:58	Traffic Stop	Ethan Allen Hwy / Horseshoe Barn Rd
9/8/2025 15:13	Traffic Stop	Georgia Shore Rd / Rock Island Rd
9/8/2025 15:20	Traffic Stop	Georgia Shore Rd / Ledge Hill Dr
9/8/2025 15:48	Traffic Stop	Sandy Birch Rd / Sand Hill Rd
9/8/2025 15:52	Motor Vehicle Complaint	1371 Cline Rd
9/8/2025 16:15	Traffic Stop	Georgia Shore Rd / Bingham Shore Rd
9/8/2025 17:45	Welfare Check	1160 Sand Hill Rd
9/8/2025 23:04	Informational	1160 Sand Hill Rd
9/9/2025 10:37	Traffic Stop	Georgia Market
9/9/2025 11:18	TRO/FRO Service	524 Cedarwood Ter
9/9/2025 16:53	Traffic Stop	Polly Hubbard Rd / Georgia Shore Rd
9/9/2025 17:01	Traffic Stop	Georgia Shore Rd / Rock Island Rd
9/9/2025 17:17	Traffic Stop	Georgia Shore Rd / Rock Island Rd
9/9/2025 18:25	Drugs	Cline Rd
9/12/2025 14:29	Traffic Stop	4768 Georgia Shore Rd
9/12/2025 14:43	Traffic Stop	4768 Georgia Shore Rd
9/15/2025 14:18	Subpoena Service	1740 Plains Rd
9/16/2025 9:10	TRO/FRO Service	901 Reynolds Rd
9/16/2025 9:16	Traffic Stop	Ethan Allen Hwy / Library
9/19/2025 11:59	Traffic Stop	Ethan Allen Hwy / Ballard Rd
9/19/2025 12:14	DLS	Ethan Allen Hwy / Plains Rd
9/20/2025 9:43	Informational	Middle Rd / Steeple View
9/20/2025 10:20	Traffic Stop	Ethan Allen Hwy / Carpenter Hill Rd
9/20/2025 11:23	Traffic Stop	Ethan Allen Hwy / Green Mountain Dr
9/25/2025 10:15	Directed Patrol	Skunk Hill Road
9/25/2025 12:16	TRO/FRO Service	178 Goodrich Hill Rd

Date / Time	Incident Type	Location
9/26/2025 18:06	Suspicious Event	Vt route 104a / Highbridge rd
9/26/2025 23:35	Suspicious Event	124 Woods Hill Dr
9/27/2025 0:14	Vandalism	73 Sunset Cir
9/27/2025 1:22	Directed Patrol	1493 Stone Bridge Rd
9/30/2025 10:55	Traffic Stop	Ethan Allen Hwy / Georgia Market
9/30/2025 11:12	Traffic Stop	Ethan Allen Hwy / I89
9/30/2025 11:22	Traffic Stop	Ethan Allen Hwy / Georgia Market
9/30/2025 14:07	VIN verification	2715 Ethan Allen Hwy
9/4/2025 15:01	Assist - Agency	Oakland Station / Mill River



781 Blakely Road • Colchester, Vermont • 05446 • 802.264.5500

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To: Stacy Katon, Georgia Town Administrator
From: Aaron Frank, Colchester Town Manager
Date: August 1, 2025
Re: Potential Solar Net-Metering Partnership

Overview: The Town of Colchester (TOC) is seeking to sell electricity (technically net metering credits) from a TOC owned solar facility that is permitted and generating electricity, for a 10% discount. In other words, the municipal entity to purchase the credits would save 10% on their cost of electricity.

Why sell net metering credits: The Town of Colchester Selectboard set a goal to produce local, affordable, and renewable energy equal to the amount consumed in its provision of municipal services. To generate sufficient power to meet the TOC’s expected electric demand in 2028, solar generating capacity of 720 kW is needed. The state’s net-metering rules cap the total renewable generation capacity eligible for net-metering at 500 kW in production capacity per customer

Potential Partnership: The Town of Colchester is seeking to partner with another municipal Green Mountain Power (GMP) customer, or customers, who can benefit from the Town’s renewable generation of 220 kW above the 500-kW production capacity cap. The TOC is currently under contract with the Town of Westford for 39kW and has 181 kW of production capacity left to sell.

Under an agreement between the TOC and the partner, the partner would receive the value of the net-metering credits as a credit on its GMP bill. The partner would then reimburse the TOC for 90% of the economic value of those credits. Estimated values per year and over a 20-year agreement are noted below.

The 181-kW in production capacity will generate approximately 243,852 kilowatt hours in the first year of operation. The current value per net-metering credit that the array would be eligible for is \$0.12141 resulting in a total annual value of approximately \$29,606. Annually, the purchaser would pay \$26,645 to the Town of Colchester, and obtain about \$2,961 in additional net metering credit value for no cost. Over the course of 20 years, the value of the 10% discount to the partner is estimated to be \$59,212.

Estimated Solar NM Credit Values	Annual	20-Year
Total Value of Net-Metering Credits	\$29,606	\$592,122
Amount Reimbursed to Colchester (90%)	\$26,645	\$532,910
Amount of Discount for Purchaser (10%)	\$2,961	\$59,212

The TOC would prefer a single agreement with a single municipality but would be willing to entertain two or three different agreements, in exchange for slightly lower discounts.

Please contact me if you would like to discuss this partnership opportunity further.

Thanks, Aaron