



GEORGIA VERMONT

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Selectboard Regular Meeting Wednesday, May 29, 2024 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

- **Selectboard Present** – Carl Rosenquist Chair, Paul Jansen (arrived at 6:35 p.m. during the Executive Session), Kristina Senna
- **Selectboard Zoom** – Devon Thomas Vice-Chair
- **Selectboard Absent** – Brian Dunsmore
- **Staff Present** – Cheryl Letourneau, Lori Hobart, Todd Cadieux, Dawn Penney, Doug Bergstrom
- **Public Present** – Suzanna Brown, Pike Industries
- **Public Zoom** – Tyler Whitcomb, Jim Hungerford
- **At 6:01 p.m.** – C. Rosenquist called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- C. Rosenquist recommended opening the paving bids immediately because everyone was present for that.
- Whitcomb Bid – 4,875 tons, \$88.00/ton, \$429,000, liquid adjustment \$623/ton
 - Alternate 1,520 tons, \$88.00/ton, \$133,760, liquid adjustment \$623/ton
- Pike Industries Bid – 4,520 tons, \$89.35/ton, \$403,862, liquid adjustment \$623
 - Alternate 1,400 tons, \$89.35/ton, \$125,090, liquid adjustment \$623
- Hungerford Paving Bid – 4,520 tons, \$88.75/ton, \$401,150, liquid adjustment \$623
 - Alternate 1,400, \$88.75/tons, \$124,250, liquid adjustment \$623
- K. Senna made a motion to have T. Cadieux select from the three bids, C. Rosenquist seconded. All in favor, motion carried.

- 35 A. Executive Session with Road Foreman - Before Board Business
- 36 • At **6:15 p.m.** – K. Senna made a motion to go into Executive Session, C. Rosenquist
- 37 seconded. All in favor, motion carried.
- 38 • K. Senna made a motion to have the Public Works Supervisor join them for the Executive
- 39 Session, C. Rosenquist seconded. All in favor, motion carried.
- 40 B. Alarm Phone Calls
- 41 • At **6:35 p.m.** – P. Jansen joined the board during the Executive Session.
- 42 • At **7:04 p.m.** – D. Thomas began as chair of the meeting and called for a motion out of
- 43 Executive session while C. Rosenquist was excused for a moment.
- 44 • K. Senna made a motion to pay T. Cadieux for 4 hours for a phone call on the weekend, and
- 45 in future the payment will be 15 minutes for a phone call until the review of the Personnel
- 46 Policy, P. Jansen seconded. K. Senna, P. Jansen, D. Thomas voted yes, C. Rosenquist was
- 47 out of the room, motion carried.
- 48 • C. Rosenquist returned to the room and took back as chair of the meeting.

49 **5. SELECTBOARD MINUTES AND WARRANTS**

- 50 A. Approval of Special Meeting Minutes, 04.30.2024, 05.01.2024, 05.02.2024, 05.03.2024,
- 51 05.16.2024 and Approval of Regular Meeting Minutes 05.13.2024
- 52 • K. Senna made a motion to approve the minutes of 04.30.2024, P. Jansen seconded. All in
- 53 favor, motion carried.
- 54 • K. Senna made a motion to approve the minutes of 05.01.2024, P. Jansen seconded. All in
- 55 favor, motion carried.
- 56 • K. Senna made a motion to approve the minutes of 05.02.2024, P. Jansen seconded. All in
- 57 favor, motion carried.
- 58 • K. Senna made a motion to approve the minutes of 05.03.2024, D. Thomas seconded. All in
- 59 favor, motion carried.
- 60 • D. Thomas made a motion to approve the minutes of 05.16.2024 with corrections, K. Senna
- 61 seconded. All in favor, motion carried.
- 62 • K. Senna made a motion to approve the minutes of 05.13.2024 with corrections, D. Thomas
- 63 seconded. All in favor, motion carried.
- 64 C. Approval of Warrant #16
- 65 • K. Senna made a motion to approve the revised Warrant #16, P. Jansen seconded.
- 66 • There was a discussion on items from the warrant.
- 67 • It was decided to have a closer look at Comcast Business and how they are doing the billing
- 68 on their end and report back.
- 69 • All in favor, motion carried.

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

71 All participants must clearly state their names. Appropriate actions will be considered once the

72 Selectboard has reviewed the information provided and necessary subsequent research.

73 **7. CORRESPONDENCE**

74 **8. UNFINISHED BUSINESS**

- 75 A. Job Descriptions
- 76 B. Personnel Policy

- 77 C. Ethics Policy
- 78 D. Purchasing Policy
- 79 E. 3-Acre Rule - Sherwood Forest & Nottingham Dr.
- 80 F. Bovat Rd

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

82 A. Meet the New Treasurer - Lori Hobart

- 83 • C. Rosenquist thanked L. Hobart for attending the meeting.

84 B. Open Paving Bids

- 85 • It is noted this was done earlier in the meeting.
- 86 • There was discussion at this time on \$90,000 left from paving and \$106,000 from a grant for
- 87 July and where this money was and how it was to be allocated.

88 C. Zoning - Open space and Road Agreement for Leo's Lane - Action to approve Subdivision

- 89 • P. Jansen questioned "Open Space" and asked where this was coming from for Simone
- 90 Martin project.
- 91 • D. Bergstrom said this was a recommendation from legal counsel. C. Rosenquist asked if D.
- 92 Bergstrom advised signing this. D. Bergstrom said yes.
- 93 • K. Senna made a motion to enter into this agreement, P. Jansen seconded. All in favor,
- 94 motion carried.
- 95 • K. Senna made a motion to enter a Roadway Agreement for Simmond Martin project, P.
- 96 Jansen seconded. All in favor, motion carried.

97 D. Call in Definition - Action to clarify what a call in.

- 98 • It is recommended that the board add "call-in" as part of the Personnel Policy and will be
- 99 turned over to the personnel committee.

100 E. Child Care Tax

- 101 • It is noted the previous board wanted to pay the employees portion of the Child Care tax. D.
- 102 Thomas said he is in favor of paying that. P. Jansen said he is not in favor. P. Jansen said it
- 103 should be the responsibility of the employees and if they do not like it, then it is up to them
- 104 to speak on their behalf to their representatives in Montpelier.
- 105 • K. Senna made a motion to have the employees pay 0.0011% of their Child Care tax, P.
- 106 Jansen seconded. K. Senna, P. Jansen, C. Rosenquist voted yes, D. Thomas voted no,
- 107 motion carried.

108 F. Plowing GEMS Parking lot. - submitting a bid

- 109 • C. Letourneau reported GEMS is going out to bid for plowing their parking lot. She asked
- 110 the board if they want to submit a bid. P. Jansen and K. Senna said no. C. Letourneau said
- 111 that is what paid for the fifth person's position with Public Works. K. Senna asked if they
- 112 put that in the budget. D. Bergstrom says yes, the \$45,000 was covering the additional
- 113 person.
- 114 • K. Senna made a motion to submit a bid, D. Thomas seconded. All in favor, motion carried.

115 G. Highway Grant - Action to approve and sign.

- 116 • K. Senna motion to approve, P. Jansen seconded.
- 117 • There was discussion on; Georgia Shore Rd and \$133,000, with a grant of \$106,000 with the
- 118 difference to come out of the paving budget.

- 119 • All in favor, motion carried.
- 120 H. Hazard Mitigation Grant - Action to move forward.
- 121 • K. Senna motion to approve the grant application, P. Jansen seconded.
- 122 • C. Letourneau requested guidance from the board as to which choice the board would like
- 123 her to pursue; Mill River Bridge, Georgia Mountain Rd, or generators.
- 124 • K. Senna amended the motion to try and receive a \$1,000,000 and \$200,000 grants for
- 125 repairs on two bridges, P. Jansen seconded. All in favor, motion carried.
- 126 I. Pacif Grant - Action to move forward
- 127 • K. Senna made a motion to approve the application for the grant, P. Jansen seconded. All in
- 128 favor, motion carried.
- 129 J. American Tower
- 130 • C. Letourneau reported finding more information both with and without L. Hobart today
- 131 that may influence how the board will decide to move forward. It has been decided to move
- 132 this to the next meeting.
- 133 K. East Engineering for Bridge 10
- 134 • It was requested to move this to the next meeting.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- 137 A. Town Administrator -
- 138 Ordinances
- 139 • C. Letourneau reported receiving information from our legal department that we do not get
- 140 rid of any ordinances. In the letter there is an example of how they should be moving
- 141 forward with violations.
- 142 • S. Brown said she has reached out to people who potentially are in violation, and she has
- 143 told them what they may need to do to become compliant.
- 144 • It is noted this will fall to our DRB.
- 145 • P. Jansen asked if we have an enforcement policy. It is said there is not one. D. Bergstrom
- 146 says he has a draft letter from legal that can be used for consistency.
- 147 • It is requested that C. Letourneau add this to the next agenda.
- 148 Surveyor for beach
- 149 • C. Letourneau reported she sent P. Jansen the quote for surveying the beach, she also
- 150 reported she is waiting for two others to get back to her. P. Jansen said he wants to know
- 151 where the line is and for it to have pins placed.
- 152 Parade
- 153 • K. Senna extends a thank you to the parade committee.
- 154 • C. Letourneau will plan another meeting regarding the parade.
- 155 • It is reported that Concerts on the Green will be starting up again soon.
- 156 B. Treasurer
- 157 C. Buildings
- 158 • P. Jansen met with a contractor regarding the beach, and he is waiting to hear back from him
- 159 regarding his results.

- 160 • It was suggested P. Jansen reach out to BFA school and Buildings Trade to see if there is
161 anything they are willing to do.

162 D. Budget and Finance

- 163 • P. Jansen reported that they will need to start getting ready to plan a Capital Budget.
164 • P. Jansen said that they are currently trying to prepare information for the auditors.

165 E. Personnel

- 166 • D. Thomas said that he is planning on getting more job descriptions done to bring back to
167 the board.

168 F. Public Works/Grounds/Recreation

- 169 • It is noted that most of the Recreation has been falling under buildings now.
170 • It is noted that there has not been continued contact regarding tennis.

171 G. Committees at the direction of the chair

172 **11. OTHER**

173 **12. PLAN NEXT MEETING AGENDA**

174 A. 06.10.2024

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

176 **14. ADJOURN**

- 177 • At **8:12 p.m.** – K. Senna made a motion to adjourn the meeting, D. Thomas seconded. All in
178 favor, motion carried.

180 **TABLED ITEMS:**

181

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

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

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



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Selectboard Special Meeting
Tuesday, April 30, 2024 at 8:00 AM
Chris Letourneau Meeting Room and via Zoom
Minutes

Zoom Details:

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

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

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

1. CALL TO ORDER 8:00 a.m.

- **Selectboard Present** – Carl Rosenquist Chair, Brian Dunsmore, Paul Jansen, Kristina Senna
- **Selectboard Absent** – Devon Thomas Vice-Chair
- **Staff Present** – Cheryl Letourneau, Doug Bergstrom, Dawn Penney
- **At 8:05 a.m.** - C. Rosenquist called the meeting to order.

2. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Warrant #14

- K. Senna made a motion to approve Warrant #14, B. Dunsmore seconded. All in favor, motion carried.

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

A. Bank Resolution - Action to approve and sign.

- K. Senna made a motion to approve and sign the banking resolution for People's Trust Company, B. Dunsmore seconded. All in favor, motion carried.
- K. Senna made a motion to approve Northwest Regional Planning to apply for Road Grants, B. Dunsmore seconded. All in favor, motion carried.

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

- **At 8:10 a.m.** – K. Senna made a motion to enter Executive Session, B. Dunsmore seconded. All in favor, motion carried.
 - K. Senna made a motion to invite Cheryl Letourneau into the Executive Session; B. Dunsmore seconded. All in favor, motion carried.
- A. Update on Treasurer candidates.

- 33 • **At 8:29 a.m.** – K. Senna made a motion to exit Executive Session, B. Dunsmore
34 seconded. All in favor, motion carried.
- 35 • It is noted there were no motions made by Executive Session.

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37 **5. ADJOURN**

- 38 • **At 8:34 a.m.** – K. Senna made a motion to adjourn the meeting, B. Dunsmore seconded.
39 All in favor, motion carried.

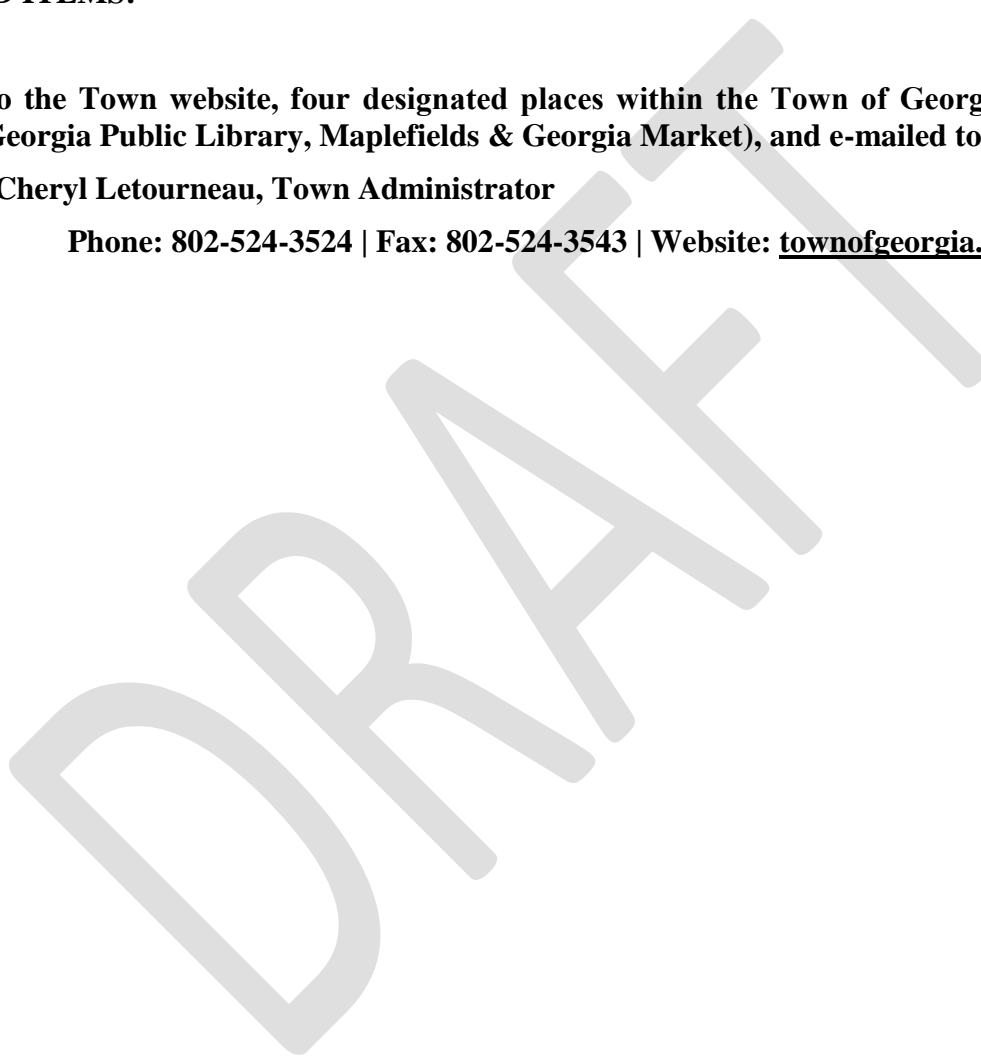
40 **TABLED ITEMS:**

41

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

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

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





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Selectboard Special Meeting
Wednesday, May 01, 2024 at 5:00 PM
Chris Letourneau Meeting Room and via Zoom
Minutes

Zoom Details:

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

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

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

1. CALL TO ORDER

- Selectboard Present – Paul Jansen, Brian Dunsmore, Kristina Senna
- Staff Present – Cheryl Letourneau
- At **5:00 p.m.** – P. Jansen called the meeting to order.

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

A. Budget and Finance – Round Two of Interviews

- At **5:00 p.m.** – K. Senna made a motion to go into Executive Session, B. Dunsmore seconded. All in favor, motion carried.
- At **5:00 p.m.** – K. Senna made a motion to have Cheryl Letourneau join the board in the Executive Session. All in favor, motion carried.
- At **5:45 p.m.** – K. Senna made a motion to exit Executive Session, B. Dunsmore seconded. All in favor, motion carried.

6. ADJOURN

- At **5:45 p.m.** – K. Senna made a motion to adjourn, B. Dunsmore seconded. All in favor, motion carried.

TABLED ITEMS:

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

Signed: Cheryl Letourneau, Town Administrator

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



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Selectboard Special Meeting
Thursday, May 02, 2024 at 3:00 PM
Chris Letourneau Meeting Room and via Zoom
Minutes

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER 3:00 p.m.

- Selectboard Present – Brian Dunsmore, Devon Thomas

2. SELECTBOARD SUB COMMITTEES AND REPORTS

A. Personnel - Review Job Descriptions.

- Work was completed on the Treasurer, Bookkeeper, and Animal Control Officer job descriptions.

3. OTHER

4. ADJOURN

- It is noted this is not a quorum. B. Dunsmore and D. Thomas finished working at **3:45 p.m.**



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Selectboard Special Meeting - Finance Committee Friday, May 03, 2024 at 8:00 AM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

No Zoom

1. CALL TO ORDER 8:00 a.m.

- Selectboard Present – Paul Jansen, Kristina Senna
- It is noted that work began at **8:30 a.m.**

2. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Budget and Finance -Completing Treasurer duties in the office. 8-4 p.m.

- P. Jansen and K. Senna were doing preparations for the upcoming audit with Sullivan and Powers.

3. ADJOURN

- It is noted that K. Senna and P. Jansen stopped working at **2:30 p.m.**



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Selectboard Special Meeting Thursday, May 16, 2024 at 7:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

No Zoom Available.

1. CALL TO ORDER 7:00 p.m.

- **Selectboard Present** – Carl Rosenquist Chair, Devon Thomas Vice-Chair (arrived at 7:15), Brian Dunsmore, Paul Jansen, and Kristina Senna
- **Staff Present** – Cheryl Letourneau
- **Public Present** – Sherri Lawter, Randy Lawton, Tanya Moore, Nancy Brehaut, Norm Senna Sr, Kent Henderson, Suzanna Brown
- **At 7:01 p.m.** – C. Rosenquist called the meeting to order.

2. SELECTBOARD SUB COMMITTEES AND REPORTS

A. Public Works/Grounds/Recreation- Public Meeting at the Beach to discuss projects to be completed.

- Topics of Conversation included:
 - should 4 x 4 benches be removed due to potential danger,
 - possibility of two new concrete benches,
 - broken and uneven concrete by pavilion,
 - need to reach out to Little League about the snack bar,
 - survey of the beach,
 - boat docks,
 - siding on the pavilion,
 - ditch water runs into neighbors’ yards,
 - gate closing,
 - wheels on picnic tables to move.
 - K. Senna made a motion to have Todd Cadieux order signs, B. Dunsmore seconded. All in favor, motion carried.

3. ADJOURN

- **At 7:50 p.m.** – K. Senna made a motion to adjourn, seconded by B. Dunsmore. All in favor, motion carried.

- 36 • This is a copy of paperwork that was used for the talking points of the meeting.

37 Georgia Beach Possible upgrades (small facelift)

- 38 1. Property Upgrades
 - 39 a. Do away with current split rail fencing (constant upkeep). Replace with large
 - 40 landscaping boulders 5-6 feet apart to prevent automobiles fitting in between (currently
 - 41 have approximately 25 near road). Both near the Georgia Shore Rd and down beside
 - 42 boat launch.
 - 43 b. Remove current old red 4x4 benches and replace with concrete pads and green benches
 - 44 (we currently have 3 now possibly adding 3-5 more out PW department can do this).
 - 45 c. On the south end of pavilion dig up current uneven and broken up asphalt and replace
 - 46 with concrete slab approximately 8-10 wide and the width of the pavilion.
 - 47 d. In front of the snack bar pour concrete slab where ground is uneven approximately 8x12.
 - 48 e. Possible survey of Georgia Beach property with pins and GPS points
 - 49 f. Discussion about what to do with docks and docking on boat launch.
- 50 2. Pavilion Upgrades
 - 51 a. Front and back T-111 gable end walls rotting replace with sheathing and vinyl stone lock
 - 52 together panels.
 - 53 b. Install corner bracing on all vertical posts (slight leaning in multiple directions bracing
 - 54 should stop everything from moving anymore)
 - 55 c. Paint ceiling and posts and any other areas that could benefit from a coating of paint
 - 56 d. Fix small number of missing shingles on roof
 - 57 e. Patch small cracks and holes in concrete with hydraulic cement
 - 58 f. Electrical in ceiling needs attention (junction box covers need to be installed and some
 - 59 wire staples installed)
 - 60 g. Replace surrounding splintering old 2x6's on attached fence structure above blocks with
 - 61 PVC/Poly 2x6's
- 62 3. Bathrooms upgrades
 - 63 a. Move and replace doors to accommodate for easier handicap access
 - 64 b. New partitions for bathroom stalls and make one stall in each bathroom handicap
 - 65 accessible and usable with size and rails
 - 66 c. Put plywood drop down ceiling in both bathrooms
 - 67 d. Paint floors walls and ceilings
 - 68 e. Install new durable vanities with auto water faucets in both bathrooms
 - 69 f. Install a baby changing stations in both bathrooms
 - 70 g. Install air dryers in both bathrooms do away with paper towels
 - 71 h. Install new urinal in men's room and ladies room needs 1 new toilet
 - 72 i. Install new led can lights in new ceilings
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Selectboard Regular Meeting Monday, May 13, 2024 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

- **Selectboard Present** - Carl Rosenquist Chair, Brian Dunsmore, Paul Jansen, Kristina Senna.
- **Selectboard Zoom** - Devon Thomas Vice-Chair (he voted on items 5A, 5B, and 9B)
- **Staff Present** - Cheryl Letourneau, Dawn Penney, Doug Bergstrom
- **Public Present** – Karen Didricksen, Suzanna Brown, Marty Jansen, Heather Dunsmore
- **Public Zoom** - Lori Hobart, Sara (no last name reported), Bridget Stone, Ken Minck
- **At 6:01 p.m.** - C. Rosenquist called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- P. Jansen mentioned there is a new amount on the Warrant.
- D. Bergstrom said the sidewalk that is on the agenda may need to be discussed in the Executive Session. C. Rosenquist added Sidewalks to Executive Session as 13E.
- C. Letourneau asked there to be a Personnel item added to Executive Session as item 13F.

5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 04.22.2024

- B. Dunsmore made a motion to accept the 04.22.2024 minutes with corrections, K. Senna seconded. All in favor, motion carried.

B. Approval of Warrant #15

- 32 • K. Senna made a motion to accept Warrant #15, B. Dunsmore seconded. All in favor,
33 motion carried.

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

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

- 37 • Karen Didrickson asked to address the board with respect to the tennis courts.
- 38 • C. Letourneau stated Karen is on the agenda under E. The board has decided to have
39 her speak during this section.
- 40 • She stated she has promoted tennis in the past. She would like to offer tennis lessons to
41 the adults and children. She is certified which covers some insurance. She is also safe
42 sport certified.
- 43 • C. Rosenquist recommended K. Senna and B. Dunsmore meet with Karen Didrickson.
44 B. Dunsmore and K. Senna asked C. Letourneau to meet with Karen and report back to
45 them.
- 46 • D. Thomas wanted it on the record that he was not a part of the hiring of the new
47 treasurer. P. Jansen said that there was an email. K. Senna said she understood that he
48 asked them to take over the hiring. D. Thomas said he thought he was handing over
49 part of the hiring and not the whole thing. It was agreed that this was a
50 misunderstanding.
- 51 • K. Minck had an issue with the Purchasing Policy, he believed that it was not followed
52 when contracting engineering services for the bridge. P. Jansen disagreed and replied
53 servicing with contracts is listed in a different part of the policy. P. Jansen reported that
54 he reached out to four businesses and only one got back to him. The one that got back
55 to him was also the one recommended by the DOT. B. Dunsmore, C. Rosenquist, D.
56 Thomas, and K. Senna said that they think P. Jansen went above and beyond to get bids
57 and were satisfied.

58
59 **7. CORRESPONDENCE**

60 **8. UNFINISHED BUSINESS**

- 61 A. Job Descriptions
- 62 B. Personnel Policy
- 63 C. Ethics Policy
- 64 D. Purchasing Policy
- 65 E. Sherwood Forest & Nottingham Dr for 3-acre Rule
- 66 F. Audit

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

- 68 A. Approval of Fire Cadet application – discussed after B Sidewalk
 - 69 • K. Senna made a motion to approve a fire cadet, B. Dunsmore seconded. All in favor,
70 motion carried. It is noted this was voted on after D. Thomas left the meeting.
- 71 B. Sidewalk - Woodnladder Zoning

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- D. Bergstrom reported that VTRANS sent their policy, which states that any sidewalk built in state rights-of-way must have a permit from the town, who is ultimately responsible for maintenance.
- C. Letourenau asked if the road crew must clean them. D. Bergstrom says yes. S. Brown says no. D. Bergstrom says the state policy says if they think it needs to be clear, the town is responsible. It is pointed out that the town has a policy already in place that makes the homeowner responsible for the sidewalk.
- K. Senna made a motion to approve 962 Ethan Allen Hwy sidewalk permit and have the chair to sign, B. Dunsmore seconded. All in favor, motion carried.
- Planning is looking at putting in for a sidewalk grant for \$4.4 million which will cover design and building from Ballard Rd, Laura’s Woods, South Village, and 104A filling in where needed. It is known that all grants must come through the selectboard. The town would be responsible for a 20% match, which would mean \$900,000 if we received the full \$4.4 million. He is asking for an amount the board is willing to commit for support. The application is due June 1 (2024).
- C. Rosenquist said there is \$200,000 unallocated in the workforce retention fund. B. Dunsmore asked what it would cost to get down to Laura's Woods. D. Bergstrom said he had not got there yet. C. Rosenquist asked if there was an amount they were willing to allocate. K. Senna is concerned about what that will do to the budget for next year, she would rather put money toward paving. It would also be more for us to maintain.
- C. Rosenquist asked if we received guidance from Northwest Regional Planning. S. Brown said no.
- B. Dunsmore said people will not be happy if we give them a sidewalk and then tell them they need to maintain it. D. Thomas said he thinks that they are underestimating this. He thinks people will want it; it will help us feel as though we have a village center.
- S. Brown said \$200,000 over 2 years should cover \$2 million, which is Ballard Rd., to Route 7. P. Jansen asked what happens if the budget does not pass. S. Brown said they can use whatever they have money for.
- K. Senna said she thinks it is a good opportunity, but she worries about the burden to the town.
- P. Jansen said he would rather put money into paving. S. Brown said they had the opportunity at the town meeting. P. Jansen said you cannot do everything.
- C. Rosenquist thinks that if they allocate \$100,000, then we will go through the procedure of the grant. K. Senna asked how large the process is. S. Brown said it is a lot of time.
- B. Dunsmore questioned putting sidewalks in front of people’s houses, they do not want, then tell them they have the responsibility to fix it, if they do not maintain it, we fine them and send letters because we have already had the ordinance in place. He said that does not sit well with him.
- K. Senna made a motion to not move forward with the sidewalk grant, B. Dunsmore seconded. C. Rosenquist, K. Senna, B. Dunsmore, and P. Jansen voted yes, D. Thomas voted no, motion carried.

C. Portalet at the beach - Request for the Town to pay for the Portalet - Action

- 116 • P. Jansen asked if we could have the bathrooms open earlier so this does not happen
- 117 again.
- 118 • P. Jansen made a motion to pay the \$150 for the one month of the portalet, K. Senna
- 119 seconded. C. Rosenquist amended the motion to inform the Little League that if they
- 120 want bathrooms before May 1, it will be their responsibility to pay for the portalet, B.
- 121 Dunsmore seconded. All in favor, motion carried.
- 122 • It is noted that D. Thomas has left the meeting at **7:15 p.m.**

123 D. May 27th meeting - Action to reschedule Selectboard meeting

- 124 • K. Senna made a motion to move May 27th (2024) meeting to Wednesday, May 29th
- 125 (2024), P. Jansen seconded. All in favor, motion carried.

126 E. Pickleball and Tennis Lessons at the beach. - Action to Allow

127 F. Bridge 10- Highbridge, Recommendations from Tyler Billingsley.

- 128 • P. Jansen spoke saying \$165,000 is a good budget for the recoating, then infrastructure
- 129 before needs to be addressed. Discussion was had on doing it in two steps or one,
- 130 infrastructure one year, paving the next, then use project funds and do it in one
- 131 year. The problem is not going away, and it is not getting any cheaper.
- 132 • K. Senna made a motion to move forward to have Billingsley to get quotes for
- 133 infrastructure and paving, B. Dunsmore seconded. P. Jansen wants C. Letourneau to be
- 134 the point person and get quotes for both ways. All in favor, motion carried.

135 G. Philo Security - additions to the library

- 136 • K. Senna made a motion to approve moving forward with Philo Security, P. Jansen
- 137 seconded.
- 138 • One quote is being disregarded.
- 139 • K. Senna said they should replace “administrative staff” to be replaced with “library
- 140 trustee”.
- 141 • P. Jansen asked if the numbers were included in the budget.
- 142 • B. Stone would like a live camera at the circulation desk, saying D. Bergstrom offered
- 143 to help with the installation. D. Bergstrom says it is what we have at the town office
- 144 and is about an extra \$600 in addition.
- 145 • K. Senna asked if they were increasing hours in the library. B. Stone said yes.
- 146 • C. Letourneau said she can apply for the same grant that she applied for last year to
- 147 receive aid for security purposes. The board told her to proceed.
- 148 • K. Senna made a motion to approve \$4,500 for Philo to add security at the library, with
- 149 any unspent funds going back to the general fund, P. Jansen seconded. All in favor,
- 150 motion carried.

151 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES’**

152 **REPORTS**

153 A. Town Administrator

- 154 • The GCEC are putting the final touches to the parade for Saturday May 18th.
- 155 • C. Letourneau reported the Boy Scouts cleaned the Veteran’s Memorial Monument. K.
- 156 Senna asked for a thank you card to be signed and sent.

- 157 • Update on the Tanks at the Fire Station - The tanks are still leaking. This could be due
- 158 to the pvc pipes that are in the tank. Todd Cadieux has been monitoring the water level
- 159 and will take the appropriate steps to get tanks fixed.
- 160 • Boulders at the beach - Todd has a bunch of boulders that were received from a state
- 161 project that he could use to make the border. The board decided to let Todd choose the
- 162 color stones.
- 163 • Paychex update on reports – Ashley Jean is working on the reports and journal entries
- 164 to get things ready for the new treasurer. Sara Macy will be looking at our NEMRC
- 165 accounts to make sure things are in order with Ashley. P. Jansen wants to have training
- 166 for the new treasurer by both Sara and Ashley.
- 167 • Paychex has an HR section; they have training videos, and we have a new account
- 168 representative.

169

170 B. Treasurer

- 171 • P. Jansen spoke of training. He does not want her to be overwhelmed.

172 C. Buildings

173 D. Budget and Finance

174 E. Personnel

- 175 • B. Dunsmore reported that D. Thomas and he reviewed three job descriptions and made
- 176 minimal changes. They hope to send three job descriptions to the board per meeting.
- 177 • K. Senna made a motion to approve Animal Control Officer job description with a
- 178 minor change, P. Jansen seconded. All in favor, motion carried.
- 179 • K. Senna made a motion to approve the Bookkeeper Job Description, B. Dunsmore
- 180 seconded. There is a discussion. All in favor, motion carried.
- 181 • K. Senna made a motion to approve the Treasurer Job Description, P. Jansen
- 182 seconded. Discussion was had. All in favor, motion carried.

183 F. Public Works/Grounds/Recreation

- 184 • P. Jansen explained that the \$40,000 is the amount the taxpayers approved during the
- 185 2024 budget. This is what will be discussed at the meeting at the beach.

186 G. Committees at the direction of the chair

187 **11. OTHER**

188 **12. PLAN NEXT MEETING AGENDA**

- 189 A. **May 29, 2024** – this is a change in the schedule

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

- 191 • At **8:05 p.m.** – K. Senna made a motion to go into Executive Session, B. Dunsmore seconded.
- 192 All in favor, motion carried.
- 193 • At **8:05 p.m.** – K. Senna made a motion to invite Cheryl Letourneau in for Executive Session
- 194 and Doug Bergstrom in for part of Executive Session, B. Dunsmore seconded. All in favor,
- 195 motion carried.

- 196 A. VSP Contract
- 197 B. Treasurer – Hire
- 198 C. Junk Ordinance - Enforcement options.
- 199 D. Union follow up.
- 200 E. Sidewalk - Addition
- 201 F. Personnel – Addition

- 202 • At **9:10 p.m.** – K. Senna made a motion to exit Executive Session, B. Dunsmore seconded.
203 All in favor, motion carried.
- 204 • K. Senna made a motion to hire Lori Hobart as the Treasurer, B. Dunsmore seconded. All
205 in favor, motion carried.
- 206 • K. Senna made a motion to sign the Vermont State Police Contract, B. Dunsmore seconded.
207 All in favor, motion carried.

208 **14. ADJOURN**

- 209 • At **9:10 p.m.** – K. Senna made a motion to adjourn, B. Dunsmore seconded. All in favor,
210 motion carried.

211 **TABLED ITEMS:**

212

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

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

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

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1209		05/06/24	05/29/24	01			
	1-7-05-28-45.60	Janitorial	Supply/Svs.			1,040.00	0.00	0.00
AMAZON	AMAZON CAPITAL SERVICES	141XY77YQ7TF	05/11/24	05/29/24	01			
	1-7-05-28-45.25	Fire & Rescue	Bldg Maint.			36.28	0.00	0.00
	1-7-05-20-22.00	Admin Office	Supplies			315.64	0.00	0.00
	1-7-05-65-22.00	Parks/Rec	Supplies			75.27	0.00	0.00
	1-7-05-10-25.00	Election	Expenses			37.27	0.00	0.00
Invoice 141XY77YQ7TF Total						464.46	0.00	0.00
	1FWNDQYH4PYT		05/03/24	05/29/24	01			
	1-7-05-70-22.00	Library	Supplies			87.84	0.00	0.00
Total For AMAZON CAPITAL SERVICES						552.30	0.00	0.00
BLUECR	BLUE CROSS & BLUE SHIELD	182394439	05/02/24	05/29/24	01			
	1-7-05-05-10.23	Gen Gov	Insurance Benefit			2,559.69	0.00	0.00
	1-7-05-28-10.04	Public Works	Insurance Be			2,559.69	0.00	0.00
	1-7-05-10-10.18	Clerks Office	Ins Bene			1,758.08	0.00	0.00
	1-7-05-36-10.17	Fire & Rescue	Ins. Benefi			1,821.84	0.00	0.00
	1-7-05-70-14.00	Library	Health Insurance			2,185.90	0.00	0.00
	1-7-10-05-10.13	Highway	Ins. Benefits			6,203.37	0.00	0.00
	1-7-05-05-10.23	Gen Gov	Insurance Benefit			-910.92	0.00	0.00
	1-7-05-15-10.03	Treasurer	Insurance Benef			-743.58	0.00	0.00
Invoice 182394439 Total						15,434.07	0.00	0.00
BOUCHOME	BOUCHARD HOME & OFFICE SE	14433	05/07/24	05/29/24	01			
	1-7-05-20-44.11	IT Labor	Services			80.00	0.00	0.00
	14447		05/21/24	05/29/24	01			
	1-7-05-20-44.11	IT Labor	Services			160.00	0.00	0.00
Total For BOUCHARD HOME & OFFICE SERVICES, LLC						240.00	0.00	0.00
BOUNDTREE	BOUND TREE MEDICAL, LLC	85327624	04/26/24	05/29/24	01	GFD Med Supplies		
	1-7-05-36-22.05	Fire & Rescue	Medical Sup			1,635.38	0.00	0.00
BRIDGET	BRIDGET STONE	2024-26	05/22/24	05/29/24	01			
	1-7-05-70-99.00	Library	Misc Expense			188.83	0.00	0.00
CANON	CANON FINANCIAL SERVICES,	32533707	05/12/24	05/29/24	01			
	1-7-05-20-22.10	Admin	Copier Expense			411.47	0.00	0.00
CHARB PAR	CHARLEBOIS TRUCK PARTS IN	IT72065	05/10/24	05/29/24	01			
	1-7-05-36-63.05	GFD	Truck/App Repairs			23.73	0.00	0.00

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Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
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Section 5. Item #B. 7
zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	IT72524		05/21/24	05/29/24	01			
	1-7-10-30-62.10	2012	Backhoe Repairs			9.04	0.00	0.00
Total For CHARLEBOIS TRUCK PARTS INC						32.77	0.00	0.00
CHEVALIER CHEVALIER DRILLING CO., I	92360		05/07/24	05/29/24	01			
	1-7-05-28-30.20	Town Beach	Utilities			225.00	0.00	0.00
	92366		05/07/24	05/29/24	01			
	1-7-05-28-45.25	Fire & Rescue	Bldg Maint.			150.00	0.00	0.00
Total For CHEVALIER DRILLING CO., INC						375.00	0.00	0.00
COMCASTB COMCAST BUSINESS	12588 MOD2		04/28/24	05/23/24	01			
	1-7-05-28-30.50	Town Hall	Utilities			14.95	0.00	0.00
	227699		05/27/24	05/29/24	01			
	1-7-05-28-30.70	New Hwy Garage	Utilities			64.31	0.00	0.00
	23288		04/24/24	05/19/24	01 admin			
	1-7-05-28-30.50	Town Hall	Utilities			275.56	0.00	0.00
	24377GFD		04/24/24	05/19/24	01 fire dpt			
	1-7-05-28-30.25	Fire & Rescue	Utilities			234.63	0.00	0.00
	2588-052024		05/23/24	05/29/24	01			
	1-7-05-28-30.50	Town Hall	Utilities			14.95	0.00	0.00
	27269 83PLAI		04/24/24	05/19/24	01 highway			
	1-7-05-28-30.70	New Hwy Garage	Utilities			202.24	0.00	0.00
	3288-052024		05/19/24	05/29/24	01 town office			
	1-7-05-28-30.50	Town Hall	Utilities			275.56	0.00	0.00
	4377-052024		05/19/24	05/29/24	01 4134 ethan allen			
	1-7-05-28-30.25	Fire & Rescue	Utilities			234.63	0.00	0.00
	7269-052024		05/19/24	05/29/24	01 83 plains			
	1-7-05-28-30.70	New Hwy Garage	Utilities			202.24	0.00	0.00
Total For COMCAST BUSINESS						1,519.07	0.00	0.00
FIDIUM CONSOLIDATED COMMUNICATIO	05/24 BEACH		05/18/24	05/29/24	01			
	1-7-05-28-30.20	Town Beach	Utilities			86.53	0.00	0.00
COSTCO COSTCO WHOLESALE	33		05/17/24	05/29/24	01			
	1-7-10-30-55.10	Hwy Office	Supplies			16.65	0.00	0.00

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Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
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Section 5. Item #B. 7
Zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	1-7-05-28-45.70	New Hwy Bldg. Maint.				299.97	0.00	0.00
Invoice 33 Total						316.62	0.00	0.00
	935		05/21/24	05/29/24	01			
	1-7-05-05-27.05	Town Boards Salaries				21.89	0.00	0.00
Total For COSTCO WHOLESALE						338.51	0.00	0.00
WIND	DRUMMAC SEPTIC SERVICES	6288479	05/17/24	05/29/24	01	GFD Tanks		
	1-7-05-28-45.25	Fire & Rescue Bldg Maint.				2,383.50	0.00	0.00
EXIT18	EXIT 18 EQUIPMENT	90301	05/09/24	05/29/24	01			
	1-7-10-30-52.20	Small Tools and Equipment				369.99	0.00	0.00
GARVEY	GARVEYS GARDENS	972408	05/15/24	05/29/24	01			
	1-7-05-28-45.50	Town Hall Building Maint.				60.00	0.00	0.00
GAP	GEORGIA AUTO PARTS	4330	05/07/24	05/29/24	01			
	1-7-10-30-62.00	Hwy Parts & Supplies				52.00	0.00	0.00
	4439		05/17/24	05/29/24	01	gfd		
	1-7-05-36-63.05	GFD Truck/App Repairs				45.65	0.00	0.00
	4443		05/09/24	05/29/24	01			
	1-7-10-30-62.00	Hwy Parts & Supplies				91.46	0.00	0.00
	4624		05/17/24	05/29/24	01	GFD		
	1-7-05-36-63.05	GFD Truck/App Repairs				235.00	0.00	0.00
	4795		05/17/24	05/29/24	01			
	1-7-10-30-52.20	Small Tools and Equipment				90.00	0.00	0.00
	4839		05/16/24	05/29/24	01			
	1-7-10-30-62.00	Hwy Parts & Supplies				30.00	0.00	0.00
	4975		05/17/24	05/29/24	01			
	1-7-10-30-62.60	2020 Tandem Repairs				91.63	0.00	0.00
Total For GEORGIA AUTO PARTS						635.74	0.00	0.00
GRNMTNELE	GREEN MOUNTAIN ELECTRIC S	S4777815	03/22/24	04/22/24	01	Return of Elec. Supplies		
	1-7-10-30-62.00	Hwy Parts & Supplies				-511.83	0.00	0.00
	S4836391		05/10/24	05/29/24	01			
	1-7-05-28-45.50	Town Hall Building Maint.				87.80	0.00	0.00
Total For GREEN MOUNTAIN ELECTRIC SUPPLY						-424.03	0.00	0.00

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Town of Georgia, Vermont Accounts Payable

Invoice Edit List-Current-Last-Next FY

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Section 5. Item #B. 7
Zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
GMP GREEN MOUNTAIN POWER CORP	BEACH05/2024		05/08/24	05/29/24	01			
	1-7-05-28-30.20	Town Beach Utilities				35.35	0.00	0.00
	BEACH205/24		05/08/24	05/29/24	01			
	1-7-05-28-30.20	Town Beach Utilities				46.35	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION						81.70	0.00	0.00
HARRISON HARRISON QUARRY LLC	8029		05/29/24	05/29/24	01			
	1-7-10-05-55.20	Processed Aggregate				5,311.96	0.00	0.00
	8037		05/09/24	05/29/24	01			
	1-7-10-05-55.20	Processed Aggregate				4,385.08	0.00	0.00
	8056		05/14/24	05/29/24	01			
	1-7-10-05-55.20	Processed Aggregate				2,906.40	0.00	0.00
Total For HARRISON QUARRY LLC						12,603.44	0.00	0.00
HINMAN HINMAN ASSESSMENTS LLC	24043282		05/07/24	05/29/24	01			
	1-7-05-45-44.00	Assessor Contracted Svs				11,475.00	0.00	0.00
INGRAM INGRAM LIBRARY SERVICES	81316119		04/04/24	05/29/24	01			
	Z-7-05-70-52.32	National Library of Medic				355.08	0.00	0.00
	81695837		04/30/24	05/29/24	01			
	1-7-05-70-22.00	Library Supplies				140.98	0.00	0.00
	1-7-05-70-22.05	Library Adult Books				1,136.94	0.00	0.00
	Z-7-05-70-52.30	Winnie Bell Grant Expense				1,069.52	0.00	0.00
Invoice 81695837 Total						2,347.44	0.00	0.00
	81967161		05/17/24	05/29/24	01			
	1-7-05-70-22.10	Library Childrens Books				1.06	0.00	0.00
	1-7-05-70-22.05	Library Adult Books				13.63	0.00	0.00
Invoice 81967161 Total						14.69	0.00	0.00
	81967162		05/17/24	05/29/24	01			
	1-7-05-70-22.00	Library Supplies				3.18	0.00	0.00
	1-7-05-70-22.05	Library Adult Books				74.19	0.00	0.00
Invoice 81967162 Total						77.37	0.00	0.00
	81967163		05/17/24	05/29/24	01			
	1-7-05-70-22.05	Library Adult Books				13.76	0.00	0.00
	1-7-05-70-22.10	Library Childrens Books				14.97	0.00	0.00
Invoice 81967163 Total						28.73	0.00	0.00
Total For INGRAM LIBRARY SERVICES						2,823.31	0.00	0.00

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Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
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Section 5. Item #B. 7
zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
IRS	INTERNAL REVENUE SERVICE	CP134B	04/15/24	05/29/24	01 taxes from payroll change	1,219.75	0.00	0.00
		1-7-05-05-45.00	Admin Contracted Services					
J&L	J & L HARDWARE, INC.	510137	04/29/24	05/29/24	01 Town Hall Building Maint.	59.53	0.00	0.00
		1-7-05-28-45.50						
		510780	05/08/24	05/29/24	01 Small Tools and Equipment	44.99	0.00	0.00
		1-7-10-30-52.20						
		1-7-10-30-62.00	Hwy Parts & Supplies			86.74	0.00	0.00
Invoice 510780 Total						131.73	0.00	0.00
		510827	05/09/24	05/29/24	01 Small Tools and Equipment	179.99	0.00	0.00
		1-7-10-30-52.20						
		510852	05/09/24	05/29/24	01 Hwy Parts & Supplies	-0.40	0.00	0.00
		1-7-10-30-62.00						
Total For J & L HARDWARE, INC.						370.85	0.00	0.00
JORDAN	JORDAN EQUIPMENT COMPANY	P73373	05/13/24	05/29/24	01 Grader Repairs	899.40	0.00	0.00
		1-7-10-30-62.50						
M HANB	MARI JO HANBURY	05/2024 MONU	05/14/24	05/29/24	01 Monument Flowers	114.06	0.00	0.00
		E-3-00-00-00.01	Veterans Memorial Fund					
MCCULLOUG	MCCULLOUGH CRUSHING INC	113972	05/13/24	05/29/24	01 Processed Aggregate	238.00	0.00	0.00
		1-7-10-05-55.20						
		114273	05/22/24	05/29/24	01 Processed Aggregate	136.00	0.00	0.00
		1-7-10-05-55.20						
Total For MCCULLOUGH CRUSHING INC						374.00	0.00	0.00
MOUNTS	MOUNT SINAI #3 MOTOR CORP	5142024	05/14/24	05/29/24	01 parade	200.00	0.00	0.00
		1-7-05-65-64.00	Parks/Rec Community Event					
NEDENT	NORTHEAST DELTA DENTAL	6/01/2024	05/29/24	05/29/24	01 Gen Gov Insurance Dental	71.96	0.00	0.00
		1-7-05-05-10.25						
		1-7-10-05-10.14	Highway Ins Dental			139.72	0.00	0.00
		1-7-05-28-10.06	Public Works Ins. Dental			120.44	0.00	0.00
		1-7-05-10-10.20	Clerks Office Ins. Dental			67.76	0.00	0.00
		1-7-05-36-10.19	Fire & Rescue Ins. Dental			35.98	0.00	0.00
		1-7-05-70-16.00	Library Dental Insurance			120.44	0.00	0.00
		1-7-05-15-10.05	Treasurer Ins. Dental			-35.98	0.00	0.00
Invoice 6/01/2024 Total						520.32	0.00	0.00

05/23/24
12:14 pm

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
01/01/24 - 05/29/24

Section 5. Item #B. 7
Zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
PAYCHEX	PAYCHEX	5419757	05/05/24	05/29/24	01			
		1-7-05-05-45.00	Admin Contracted Services			75.00	0.00	0.00
PESTPRO	PESTPRO, INC.	176824	05/14/24	05/29/24	01			
		1-7-05-28-45.50	Town Hall Building Maint.			75.00	0.00	0.00
POWERPLAN	POWERPLAN	10480723	04/11/24	05/29/24	01			
		1-7-10-30-62.00	Hwy Parts & Supplies			530.56	0.00	0.00
		10537782	05/08/24	05/29/24	01			
		1-7-10-30-62.00	Hwy Parts & Supplies			56.48	0.00	0.00
Total For POWERPLAN						587.04	0.00	0.00
11239	ROWLEY	512919	05/07/24	05/29/24	01			
		1-7-10-30-51.00	Fuels And Oils			759.00	0.00	0.00
		512920	05/22/24	05/29/24	01			
		1-7-10-30-51.00	Fuels And Oils			559.68	0.00	0.00
		STMT 050124	05/14/24	05/29/24	01	statement due 050124		
		1-7-10-30-51.00	Fuels And Oils			1,928.12	0.00	0.00
Total For ROWLEY						3,246.80	0.00	0.00
9550	ROWLEY	STMT 050124	05/14/24	05/29/24	01	statement as of 050124		
		1-7-10-30-51.00	Fuels And Oils			189.77	0.00	0.00
27797	ROWLEY FUELS PROPANE, LLC	511800	05/08/24	05/29/24	01			
		1-7-05-28-30.30	Library Utilities			1,068.64	0.00	0.00
		STMT 050124	05/14/24	05/29/24	01	statement 050124 credit o		
		1-7-05-28-30.30	Library Utilities			-1,671.58	0.00	0.00
Total For ROWLEY FUELS PROPANE, LLC						-602.94	0.00	0.00
SHERWIN	SHERWIN-WILLIAMS	4186-4	05/02/24	05/29/24	01			
		1-7-10-30-62.00	Hwy Parts & Supplies			150.12	0.00	0.00
STICKS	STICKS & STUFF	262471	05/11/24	05/29/24	01	gfd		
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.			83.75	0.00	0.00
SULLIVAN	SULLIVAN, POWERS & CO.	133581	04/30/24	05/29/24	01			
		1-7-05-05-51.00	Town Audit			2,089.00	0.00	0.00
UNIFIR	UNIFIRST CORPORATION	1080211496	05/08/24	05/29/24	01			
		1-7-10-40-18.00	Highway Uniforms/Boots			77.97	0.00	0.00

05/23/24
12:14 pm

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
01/01/24 - 05/29/24

Section 5. Item #B. 7
Zoning

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	1080212565		05/17/24	05/29/24	01			
	1-7-05-28-45.50	Town Hall Building Maint.				45.35	0.00	0.00
	1080212768		05/15/24	05/29/24	01			
	1-7-10-40-18.00	Highway Uniforms/Boots				92.87	0.00	0.00
Total For UNIFIRST CORPORATION						216.19	0.00	0.00
VERIZON W VERIZON								
	9963103578		05/01/24	05/29/24	01			
	1-7-05-28-30.70	New Hwy Garage Utilities				40.38	0.00	0.00
	1-7-05-28-30.25	Fire & Rescue Utilities				40.38	0.00	0.00
Invoice 9963103578 Total						80.76	0.00	0.00
VTSAFETY VT DEPT OF PUBLIC SAFETY								
	89786		04/30/24	05/29/24	01			
	1-7-05-30-45.05	Law Enforcement				1,734.49	0.00	0.00
WBMASON W.B. MASON CO., INC.								
	246341008		05/03/24	05/29/24	01			
	1-7-05-28-45.70	New Hwy Bldg. Maint.				3.00	0.00	0.00
	C3141346		04/03/24	05/13/24	01			
	1-7-05-70-22.00	Library Supplies				-14.93	0.00	0.00
Total For W.B. MASON CO., INC.						-11.93	0.00	0.00
WORKING WORKING DOG SEPTIC SERVIC MAY								
			05/29/24	05/29/24	01			
	1-7-05-28-45.20	Town Beach Bldg. Maint				150.00	0.00	0.00
Report Grand Total						63,624.01	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	62,085.35	0.00
Z	1,424.60	0.00
E	114.06	0.00
	63,624.01	0.00

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
11239	ROWLEY	STMT 050124	statement due 050124	1928.12	0.00		--/--/--
11239	ROWLEY	512919		759.00	0.00		--/--/--
11239	ROWLEY	512920		559.68	0.00		--/--/--
27797	ROWLEY FUELS PROPANE, LLC	STMT 050124	statement 050124 credit	-1671.58	0.00		--/--/--
27797	ROWLEY FUELS PROPANE, LLC	511800		1068.64	0.00		--/--/--
9550	ROWLEY	STMT 050124	statement as of 050124	189.77	0.00		--/--/--
ABOVE PAR	ABOVE PAR CLEANING LLC	5165-1209		1040.00	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	1FWNDQYH4PYT		87.84	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	141XY77YQ7TF		464.46	0.00		--/--/--
BLUECR	BLUE CROSS & BLUE SHIELD OF VT	182394439		15434.07	0.00		--/--/--
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14433		80.00	0.00		--/--/--
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14447		160.00	0.00		--/--/--
BOUNDTREE	BOUND TREE MEDICAL, LLC	85327624	GFD Med Supplies	1635.38	0.00		--/--/--
BRIDGET	BRIDGET STONE	2024-26		188.83	0.00		--/--/--
CANON	CANON FINANCIAL SERVICES, INC	32533707		411.47	0.00		--/--/--
CHARB PAR	CHARLEBOIS TRUCK PARTS INC	IT72065		23.73	0.00		--/--/--
CHARB PAR	CHARLEBOIS TRUCK PARTS INC	IT72524		9.04	0.00		--/--/--
CHEVALIER	CHEVALIER DRILLING CO., INC	92366		150.00	0.00		--/--/--
CHEVALIER	CHEVALIER DRILLING CO., INC	92360		225.00	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	23288	admin	275.56	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	27269	83PLAI highway	202.24	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	24377	GFD fire dpt	234.63	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	12588	MOD2	14.95	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	2588-052024		14.95	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	3288-052024	town office	275.56	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	7269-052024	83 plains	202.24	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	4377-052024	4134 ethan allen	234.63	0.00		--/--/--
COMCASTB	COMCAST BUSINESS	227699		64.31	0.00		--/--/--
COSTCO	COSTCO WHOLESALE	33		316.62	0.00		--/--/--
COSTCO	COSTCO WHOLESALE	935		21.89	0.00		--/--/--
EXIT18	EXIT 18 EQUIPMENT	90301		369.99	0.00		--/--/--
FIDIUM	CONSOLIDATED COMMUNICATIONS	05/24	BEACH	86.53	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4624	GFD	235.00	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4439	gfd	45.65	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4795		90.00	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4443		91.46	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4330		52.00	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4839		30.00	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	4975		91.63	0.00		--/--/--
GARVEY	GARVEYS GARDENS	972408		60.00	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	BEACH05/2024		35.35	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	BEACH205/24		46.35	0.00		--/--/--
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S4777815	Return of Elec. Supplies	-511.83	0.00		--/--/--
GRNMTNELE	GREEN MOUNTAIN ELECTRIC SUPPLY	S4836391		87.80	0.00		--/--/--
HARRISON	HARRISON QUARRY LLC	8029		5311.96	0.00		--/--/--
HARRISON	HARRISON QUARRY LLC	8056		2906.40	0.00		--/--/--
HARRISON	HARRISON QUARRY LLC	8037		4385.08	0.00		--/--/--
HINMAN	HINMAN ASSESSMENTS LLC	24043282		11475.00	0.00		--/--/--
INGRAM	INGRAM LIBRARY SERVICES	81316119		355.08	0.00		--/--/--
INGRAM	INGRAM LIBRARY SERVICES	81695837		2347.44	0.00		--/--/--

05/23/24

12:16 pm

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 16 Current Prior Next FY Invoices

Section 5. Item #B. 2 zoning

Unpaid Invoices For Check Acct 01 (General Fund) From 01/01/24 To 05/29/24

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
INGRAM	INGRAM LIBRARY SERVICES	81967163	28.73	0.00			--/--/--
INGRAM	INGRAM LIBRARY SERVICES	81967162	77.37	0.00			--/--/--
INGRAM	INGRAM LIBRARY SERVICES	81967161	14.69	0.00			--/--/--
IRS	INTERNAL REVENUE SERVICE	CP134B taxes from payroll chang	1219.75	0.00			--/--/--
J&L	J & L HARDWARE, INC.	510137	59.53	0.00			--/--/--
J&L	J & L HARDWARE, INC.	510780	131.73	0.00			--/--/--
J&L	J & L HARDWARE, INC.	510852	-0.40	0.00			--/--/--
J&L	J & L HARDWARE, INC.	510827	179.99	0.00			--/--/--
JORDAN	JORDAN EQUIPMENT COMPANY	P73373	899.40	0.00			--/--/--
M HANB	MARI JO HANBURY	05/2024 MONU Monument Flowers	114.06	0.00			--/--/--
MCCULLOUG	MCCULLOUGH CRUSHING INC	113972	238.00	0.00			--/--/--
MCCULLOUG	MCCULLOUGH CRUSHING INC	114273	136.00	0.00			--/--/--
MOUNTS	MOUNT SINAI #3 MOTOR CORPS	5142024 parade	200.00	0.00			--/--/--
NEDENT	NORTHEAST DELTA DENTAL	6/01/2024	520.32	0.00			--/--/--
PAYCHEX	PAYCHEX	5419757	75.00	0.00			--/--/--
PESTPRO	PESTPRO, INC.	176824	75.00	0.00			--/--/--
POWERPLAN	POWERPLAN	10537782	56.48	0.00			--/--/--
POWERPLAN	POWERPLAN	10480723	530.56	0.00			--/--/--
SHERWIN	SHERWIN-WILLIAMS	4186-4	150.12	0.00			--/--/--
STICKS	STICKS & STUFF	262471 gfd	83.75	0.00			--/--/--
SULLIVAN	SULLIVAN, POWERS & CO.	133581	2089.00	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	1080212565	45.35	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	1080211496	77.97	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	1080212768	92.87	0.00			--/--/--
VERIZON W	VERIZON	9963103578	80.76	0.00			--/--/--
VTSAFETY	VT DEPT OF PUBLIC SAFETY #7381	89786	1734.49	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	C3141346	-14.93	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	246341008	3.00	0.00			--/--/--
WIND	DRUMMAC SEPTIC SERVICES	6288479 GFD Tanks	2383.50	0.00			--/--/--
WORKING	WORKING DOG SEPTIC SERVICE, IN MAY		150.00	0.00			--/--/--

05/23/2024

12:16 pm

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 16 Current Prior Next FY Invoices

Unpaid Invoices For Check Acct 01 (General Fund) From 01/01/24 To 05/29/24

Section 5. Item #B. 3 zoning

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			63,624.01	0.00	0.00		

To the Treasurer of Town of Georgia, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****63,624.01 Let this be your order for the payments of these amounts.

 Carl Rosenquist (Chair)

 Devon Thomas (Vice Chair)

 Brian Dunsmore

 Paul Jansen

 Kristina Senna

OPEN SPACE AGREEMENT

THIS AGREEMENT made this __ day of _____ 2024 between Oakland, LLC a Vermont Limited Liability Company (hereinafter referred to as "Grantor") and the TOWN OF GEORGIA, a municipal corporation situated in Franklin County, Vermont (hereinafter referred to as "Municipality").

W I T N E S S E T H:

WHEREAS, the Grantor is the owner of certain lands in the Municipality which it acquired by Warranty Deed of _____, dated _____, and recorded in Volume _____ at Page _____ of the Land Records of the Municipality; and

WHEREAS, the Grantor is developing said lands as a five (5) lot residential subdivision which is shown and depicted on a plat entitled, “6 Lot Subdivision Plat Lands of Simmone C. Martin, Volume 234, Page 275, Map Slide 34 , Map 483 Parcel I.D. 117040200 1871 Oakland Station Road, Georgia, Vermont@ prepared by Leonard H. Amblo, Licensed Surveyor of Button Professional Land Surveyors, P.C. plat dated 01/05/2022; last revised 11/13/23 recorded in Map Slide ____ of the Town of Georgia Land Records (the “Plat”); and

WHEREAS, the Grantor has received final subdivision approval from the Municipality's Development Review Board for its project by written decision dated December 19, 2023; and

WHEREAS, the Grantor in presenting its proposal to the Development Review Board agreed that certain lands would remain in their open state in consideration for the final subdivision and planned residential approval; and

WHEREAS, the Grantor and the Municipality recognize the value of retaining the rural character of said lands and preserving them in their natural, scenic and open condition and in so doing furthering their aesthetic, agricultural and ecological value; and

WHEREAS, Title 10, Chapter 155, Vermont Statutes Annotated, permits Vermont municipalities to acquire interest in land in the nature of conservation and open space easements; and

WHEREAS, the Municipality desires to acquire a conservation and open space easement regarding certain lands of the Grantor in furtherance of the purposes enumerated in 10 V.S.A. § 6301.

NOW, THEREFORE, the Grantor for and in consideration of the Development Review Board’s approval of its subdivision and planned residential development, the facts above recited, and of the mutual covenants, terms, conditions and restrictions herein contained and as an absolute and unconditional transfer does hereby freely give, grant and convey unto the Municipality, its successors and assigns forever, a conservation and open space easement or restriction over the portion of Lot 3 consisting of approximately 5.1 acres as depicted on the Plat. The conservation and open space easement shall consist of the following rights:

3

1. The right of public view of the property in its natural, scenic and open condition;

2. The right of the official representatives of the Town, in a reasonable manner and at reasonable times, to enter and inspect the property;

3. The right of the Municipality and Municipality alone, to enforce by injunction or proceedings at law or in equity, the covenants hereinafter set forth; and in furtherance of the foregoing affirmative rights, the Grantor, for itself and its successors and assigns, makes the following covenants, which shall run with and bind the property in perpetuity:

(a) There shall be no construction or placing of any buildings or structures of any kind, temporary or permanent on the property once the project is finally completed, except the Grantor, its successors and assigns, shall have the right, subject to the written approval of the Development Review Board, to construct permanent recreational facilities, including a pond, or other similar improvements.

(b) There shall be no filling, excavating, dredging, mining or drilling, removal or topsoil, sand, gravel, rock, minerals or other materials, nor any building of roads or change in the topography of the land in any manner other than as necessary to construct the improvements specifically depicted on the subdivision plat or recreational facilities specifically permitted in sub-section (a) of this agreement.

(c) The Grantor, its successors and assigns, shall have the right to maintain the open space area in an orderly and presentable manner including the right to plant shrubbery from time to time and to keep the grass trimmed and to take any other normal maintenance action in maintaining the pleasant appearance of the open space.

(d) There shall be no dumping of ashes, trash, garbage or other unsightly or offensive material, and no changing of the topography through the placing of soil or other substance of materials such as landfill except as required during construction and completion of the project as approved.

(e) There shall be no operation of dune buggies, motorcycles, all-terrain vehicles or any other types of motorized vehicles on the property.

(f) There shall be no activities or uses on the property that shall be significantly detrimental to drainage, flood control, water conservation, fish and wildlife or habitat preservation.

The Grantor, for itself and its successors and assigns, agrees to pay any real estate taxes or other assessments levied by competent authorities on the property and to relieve the Municipality from responsibility for maintaining the property.

The Grantor agrees that the terms, conditions, restrictions, and purposes of this grant will be inserted by reference in any subsequent deed, or other legal instrument, by which the Grantor divests itself of either fee simple title or possessory interest in the property or in any of the property forming a part of the development.

5

TO HAVE AND TO HOLD the said conservation easement and restriction unto the Municipality and its successors and assigns forever.

It is the intention of the parties hereto that the grant of easements and covenants herein is pursuant to the authority set forth in Title 10, Chapter 155, Vermont Statutes Annotated, as presently enacted and from time to time hereinafter amended, and that all of the provisions of said Chapter shall be binding upon the Grantor, its successors and assigns and upon the property, and shall inure to the benefit of the Municipality, its successors and assigns.

If any part of this agreement shall be decreed to be invalid by any court of competent jurisdiction, such decree shall not be interpreted so as to invalidate the remainder of this agreement.

Although this conservation restriction and easement will benefit the public as provided above, nothing herein shall be construed to convey a right to the public of access or use of the property, and the Grantor, for itself and its successors and assigns, shall retain exclusive right to use the property for all purposes not inconsistent with this conservation restriction and easement.

IN WITNESS WHEREOF, the Grantor hereunto sets its hand and seal this ___ day of _____, 2024.

IN THE PRESENCE OF:

OAKLAND, LLC

Witness

By: _____
Jacob Smith, its duly
authorized agent

STATE OF VERMONT
FRANKLIN COUNTY, ss.

6

At _____, Vermont, this __ day of _____, 2024, Jacob Smith, personally appeared, and acknowledged this instrument, by him signed and sealed to be his free act and deed and the free act and deed of Oakland, LLC.

[Stamp]

Before me, _____
Notary Public

IN WITNESS WHEREOF, the Municipality hereunto sets its hand and seal this __ day of _____, 2024

TOWN OF GEORGIA

By: _____
_____, Town
_____ and Duly Authorized
Agent

STATE OF VERMONT
_____ COUNTY, ss.

At _____, Vermont, this __ day of _____, 2024, _____, Town _____ and duly authorized agent of the Town of Georgia, personally appeared and acknowledged this instrument by him/her/they signed and sealed, to be his/her/their free act and deed and the free act and deed of the Town of Georgia.

[Stamp]

Before me, _____
Notary Public

ROADWAY AGREEMENT AND WAIVER

AGREEMENT by and between Oakland, LLC, hereinafter referred to as "Owner" and the Town of Georgia hereinafter referred to as "Municipality."

W I T N E S S E T H:

WHEREAS, Owner has received final subdivision approval from the Municipality's Development Review Board for the construction and development of five (5) residential units in a development to be known as Leo's Lane Subdivision" as depicted on a final plat plan entitled "6 Lot Subdivision Plat Lands of Simone C. Martin, Volume 234, Page 275, Map Slide 34, Map 483 Parcel I.D. 117040200 1871 Oakland Station Road, Georgia, Vermont," prepared by Leonard H. Amblo, Licensed Surveyor of Button Professional Land Surveyors, P.C. plat dated 01/05/2022; last revised 11/13/23 recorded in Map Slide ____ of the Town of Georgia Land Records (the "Plat"); and

WHEREAS, the subdivision will be serviced by a private roadway as depicted on the final plat; and

WHEREAS, by decision dated December 19, 2023, the Municipality has approved the final subdivision application with said private roadway subject to certain conditions; and

WHEREAS, the parties desire to record a confirmation of said conditions to the effect that by granting said approval and otherwise authorizing said project, the Municipality has not assumed, but rather has specifically disavowed any intention or obligation to plow, repair or otherwise maintain said roadway or to accept the same as a public street.

NOW THEREFORE, in consideration of the final approval of the Municipality's Development Review Board and other good and valuable consideration, it is covenanted and agreed as follows:

1. The Owner will not apply to the Municipality to have said roadway accepted as a public street.
2. The Owner waives any rights it may have or claim by virtue of the Municipality's approval of said roadway to request the Municipality to accept the same as a public street.
3. The Owner will not in the future change the location of said roadway nor extend said roadway without the prior approval of the Municipality's Development Review Board, nor shall it permit said roadway to serve more than five (5) dwelling units without prior approval of the Municipality's Development Review Board.
4. The Owner, for itself and its successors and assigns, hereby waives any rights it may now have or may hereafter acquire to seek plowing, repair or maintenance from the Municipality with regard to said roadway.
5. The Owner, and its successors and assigns, shall plow, repair and maintain said roadway at its own expense and keep the same in good order and repair.
6. Nothing contained in this Agreement shall be construed as obligating the Owner to dedicate said roadway as a public street, and, similarly, nothing contained in this Agreement shall be construed as obligating the Municipality to accept any such proffered dedication.
7. This Agreement may only be amended or revoked upon written consent and approval by the Municipality.

8. This Agreement shall not only be binding upon the parties hereto, but also upon their respective successors and assigns.

Dated this ___ day of _____, 2024.

IN THE PRESENCE OF: OAKLAND, LLC

Witness
Printed Name:

By: Jacob Smith
Its duly authorized agent

STATE OF VERMONT
FRANKLIN COUNTY, SS.

At _____, this ___ day of _____, 2024, personally appeared Jacob Smith and acknowledged this instrument by him signed and sealed to be his free act and deed and the free act and deed of Oakland, LLC.

[Stamp] Before me,

Notary Public

Dated this ___ day of _____, 2024

IN THE PRESENCE OF: TOWN OF GEORGIA

Witness
Printed Name:

By:
Its Duly Authorized Agent

STATE OF VERMONT
COUNTY, SS.

At _____, this ___ day of _____, 2024, personally appeared _____, duly authorized agent of the Town of Georgia, and acknowledged this instrument by him/her/they signed and sealed to be his/her/their free act and deed and the free act and deed of the Town of Georgia.

[Stamp] Before me,

Notary Public



The Vermont Child Care Contribution

MARCH 2024

Please note: The Department of Taxes will update this guide to reflect any changes to Vermont law. For the most up-to-date version, please check the Vermont Department of Taxes website.

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Background

In 2023, [Act 76 \(H.217\)](https://legislature.vermont.gov/bill/status/2024/H.217), relating to child care and early education, was enacted into law. Act 76 of 2023 creates the Child Care Contribution (CCC) under [32 V.S.A. Chapter 246](#) to fund investments in Vermont’s child care system. Beginning July 1, 2024, Vermont employers and self-employed individuals will begin making contributions composed of a 0.44% payroll tax on wages and a 0.11% self-employment income tax to the Vermont Department of Taxes for deposit into the Child Care Contribution Special Fund.

How to Use this Guide

This guide is intended to provide preliminary guidance for:

- [Employers](#),
- [Employees](#), and
- [Self-employed individuals](#).

Vermont statutes, Vermont Department of Taxes rulings and administrative rules, and applicable court decisions supersede information presented here.

Additional information can also be found on the Department’s website, <https://tax.vermont.gov/business/child-care-contribution>.

Employers

Employers are required to pay a 0.44% payroll tax on their employees’ wages paid on or after July 1, 2024, to the Department. All wages as defined under Section 3401 of the Internal Revenue Code that are subject to Vermont income tax withholding are also subject to the 0.44% CCC. For example, wages paid for work physically performed in Vermont (whether at a Vermont job site or from an employee’s Vermont home) are subject to both Vermont income tax withholding and the CCC.

Wages for which Vermont income tax withholding is not required, such as wages paid in connection with work physically performed outside of Vermont, are not subject to the CCC. An employer who voluntarily withholds and remits Vermont income tax for such wages as a courtesy to its Vermont-resident employees is not required to remit CCC on these wages.

Employer Election to Withhold from Employees

Employees are not required to file or pay the CCC, but employers may choose to deduct and withhold up to one-quarter of the contribution from employee wages (i.e., not more than 0.11% of any employee’s wages). The employer may choose to withhold a smaller portion from employee wages or choose not to withhold any amount from employees. There is no requirement for employers to withhold the same amount from every employee.

If an employer chooses to deduct and withhold a portion of the CCC from an employee, the employer should report the portion of CCC withheld from the employee for the tax year on Box 14 of the employee’s W-2.

How Employers Calculate the Child Care Contribution

The CCC is calculated on wages regardless of the number of hours worked. All wages that are subject to Vermont income tax withholding are also subject to the CCC.

How Employers Report and Pay the Child Care Contribution

Employers report CCC payments quarterly using new lines on Form WHT-436, Quarterly Withholding Reconciliation. The quarterly withholding form will be updated to incorporate these changes and will be available to file beginning with the July 1, 2024, to September 30, 2024, filing period. An early draft form and form instructions will be available for preview before the end of the September filing period.

Beginning July 1, 2024, employers will remit CCC payments to the Department in the same manner and frequency as they remit Vermont income tax withholding. Semiweekly, monthly, and quarterly withholding taxpayers are required to begin making CCC payments after July 1 according to their established withholding payment schedule. See [Withholding \(https://tax.vermont.gov/business/withholding\)](https://tax.vermont.gov/business/withholding) for more information on payment frequency for employers.

Employer Filing Due Dates

Beginning July 1, 2024, for all wages paid on or after July 1, 2024, employers are required to report the CCC quarterly on Form WHT-436, Quarterly Withholding Reconciliation. Upcoming filing dates:

- October 25, 2024 (for July-September)
- January 27, 2025 (for October-December)

Examples for Employers

The following examples may help employers understand their responsibilities with respect to the CCC.

Example 1:

If the employer opts to pay the entire Child Care Contribution (no CCC withheld from employee wages):

Dream Café has four employees. The business is required to pay the CCC for all employee wages, whether the employees are full- or part-time. In this example, Dream Café opts to pay the entire 0.44% (or 0.0044) CCC (no CCC withheld from wages). Dream Café remits CCC payments in the same manner and frequency as it remits Vermont income tax withholding and reports CCC liability on the quarterly withholding reconciliation, Form WHT-436.

To calculate the total CCC liability, multiply the total wages by 0.44% (or 0.0044).

Quarterly CCC Liability - Period Ending: 09/30/2024

Employee ID	Employee Name	Quarterly Gross Wages	Quarterly CCC Due (0.0044)
1	[Employee 1]	\$2,500.00	\$11.00
2	[Employee 2]	\$4,000.00	\$17.60
3	[Employee 3]	\$2,700.00	\$11.88
4	[Employee 4]	\$5,000.00	\$22.00
Total	-	\$14,200.00	\$62.48

- 1. Total wages subject to Child Care Contribution: \$14,200.00
- 2. Total Child Care Contributions due (\$14,200.00 x 0.0044): \$62.48
- 3. Amount of Child Care Contributions contributed by employees: \$0.00

Example 2:

If the employer withholds one-quarter of the Child Care Contribution (the maximum allowable amount) from employees' wages:

Dream Café has four employees. The business is required to pay CCC for all employees, whether the employees are full- or part-time. In this example, Dream Café chooses to withhold the maximum amount of the CCC from its employees, i.e., 0.11% (or 0.0011) of employees' wages. Dream Café withholds each employee's portion for each biweekly pay period and remits CCC payments (both employer and employee portions) in the same manner and frequency as it remits Vermont income tax withholding. They report both the employee and employer portions on the quarterly withholding reconciliation, Form WHT-436. In addition, Dream Café will report the total CCC withheld from the employee for the tax year on Box 14 of the employee's W-2. To calculate the total CCC liability, multiply total employee wages by 0.44% (or 0.0044).

To calculate the employee portion of the CCC, multiply employee wages by 0.11% (or 0.0011).

To calculate the remaining employer portion of the CCC, multiply total employee wages by 0.33% (or 0.0033).

Quarterly CCC Liability - Period Ending: 09/30/2024

Employee ID	Employee Name	Quarterly Gross Wages	Quarterly CCC Due (0.0044)	CCC Withheld from Employees (0.0011)	CCC Employer Portion (0.0033)
1	[Employee 1]	\$2,500.00	\$11.00	\$2.75	\$8.25
2	[Employee 2]	\$4,000.00	\$17.60	\$4.40	\$13.20
3	[Employee 3]	\$2,700.00	\$11.88	\$2.97	\$8.91
4	[Employee 4]	\$5,000.00	\$22.00	\$5.50	\$16.50
Total	-	\$14,200.00	\$62.48	\$15.62	\$46.86

- 1. Total wages subject to Child Care Contribution: \$14,200.00
- 2. Total Child Care Contributions due (\$14,200.00 x 0.0044): \$62.48
- 3. Amount of Child Care Contributions contributed by employees: \$15.62

Employees

There is no filing requirement for employees.

An employer may choose to withhold up to one-quarter of the CCC from an employee’s wages. The total CCC payroll tax on wages is 0.44% (or 0.0044), which means that the maximum an employer may elect to withhold from an employee is 0.11% (or 0.0011) of the employee’s wages. Employees should see any CCC withheld by their employer reported on their W-2 at the end of the year.

Self-Employed Individuals

The term “self-employed individual” refers to anyone who earns self-employment income as defined in Section 1402 of the Internal Revenue Code. The Child Care Contribution includes a 0.11% (or 0.0011) income tax on self-employment income.

The CCC applies to all self-employment income earned by a Vermont resident, regardless of whether the work was performed in Vermont or out of state.

For self-employed individuals who are not Vermont residents, the CCC applies to income earned while physically working in Vermont. Self-employment income earned by nonresidents for work performed outside of Vermont is not subject to CCC.

How Self-Employed Individuals Calculate the Child Care Contribution

For self-employed individuals, the CCC uses the federal definition of self-employment income, as defined in Section 1402 of the Internal Revenue Code. This means that any income subject to federal self-employment tax is subject to the new CCC. However, unlike federal self-employment taxes, there is no cap on self-employment income subject to the CCC.

The rate of assessment on self-employment income is 0.11% (or 0.0011).

The following example may help self-employed individuals understand their responsibilities with respect to the CCC.

How Self-Employed Individuals Report and Pay the Child Care Contribution

Individuals with self-employment income report and remit CCC payments to the Department as part of their annual Vermont personal income tax filing. Estimated payments for the CCC shall be paid in the same manner and frequency as estimated personal income tax payments.

Self-Employed Individuals Filing Due Dates

Beginning July 1, 2024, for all self-employment income earned on or after July 1, 2024, self-employed individuals are required to report and pay the CCC for each tax year along with Vermont personal income taxes on or around April 15.

The tax year 2024 Vermont personal income tax return (due April 15, 2025) will be the first income tax return that includes the CCC self-employment income tax. However, beginning July 1, 2024, individuals with self-employment income may need or want to begin making estimated CCC payments in the same manner and frequency as estimated personal income tax payments.

For tax year 2024, given that the tax begins July 1, 2024, the Department will accept reporting 50% of self-

employment income for purposes of CCC. However, taxpayers who wish to provide documentation that the actual self-employment income earned between July and December 2024 represents less than 50% of their self-employment income for tax year 2024 may do so.

Examples for Self-Employed Individuals

Example 3:

If the individual has self-employment income:

In 2024, Ralph’s self-employment income from July 1 to December 31, is \$25,000.00. Ralph multiplies \$25,000 by 0.11% (0.0011). The result is \$27.50. Ralph reports this amount on the Child Care Contribution line on Form IN-111, Individual Income Tax Return, when he files in 2025.

Total Self-Employment Income Earned: 07/01/2024 – 12/31/2024

Self-Employment Income	CCC Rate on Self-Employment Income	Total CCC Due
\$25,000.00	0.0011	\$27.50

- 1. Total self-employment income subject to Child Care Contribution: \$25,000.00
- 2. Total Child Care Contributions due (\$25,000.00 x 0.0011): \$27.50

Definitions

Employee

“Employee” means an individual who receives payments for services performed for an employer, and the employer is required to withhold Vermont income tax from payments for those services.

Employer

“Employer” means a person who employs one or more employees and who is required to withhold income tax from wages paid to the employer’s employees.

Net Earnings from Self-Employment

The CCC applies to “self-employment income” as defined in federal law. Federal law defines self-employment income to generally mean “net earnings from self-employment.” The term “net earnings from self-employment” is defined in federal law in 26 U.S.C. § 1402(a) to mean the gross income derived from an individual’s trade or business, minus deductions related to the trade or business, and plus an individual’s distributive share from a trade or business carried on by a partnership. This definition requires multiple adjustments to gross income, some of which are limited in scope to a specific type of income, including income from passive activities, unless the individual is in the trade or business of that activity.

Self-Employment Income

The CCC applies to “self-employment income” as defined under federal law in 26 U.S.C. § 1402(b). Federal law defines self-employment income as “net earnings from self-employment” as further defined in the same section of statute. See the definition above of “net earnings from self-employment” for more information.

Wages

“Wages” means payments that are included in the definition of wages in 26 U.S.C. § 3401.

**STATE OF VERMONT
STANDARD GRANT AGREEMENT**

Part 2 – Grant Agreement

1. Parties: This is a Grant Agreement between the State of Vermont, Agency of Transportation, (hereinafter called “State”), and the **Town of Georgia**, a **US Local Government** with its principal place of business at **47 Town Common Rd North, St Albans, VT 05478**, (hereinafter called “Grantee”). It is the Grantee’s responsibility to contact the Vermont Department of Taxes to determine if, by law, the Grantee is required to have a Vermont Department of Taxes Business Account Number.
2. Subject Matter: The subject matter of this grant is implementation of clean water improvements to address road-related water quality issues.
3. Award Details: Amounts, dates and other award details are as shown in the attached Grant Agreement Part 1 – Grant Award Detail. A detailed scope of work covered by this award is described in Attachment A.
4. Amendment: No changes, modifications, or amendments in the terms and conditions of this Grant shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Grantee.
5. Cancellation: This Grant may be cancelled by either party by giving written notice at least thirty (30) days in advance.
6. Attachments: This Grant Agreement consists of **23** pages including the following attachments which are incorporated herein:

Grant Agreement Part 2 – Grant Agreement
Grant Agreement Part 1 – Grant Award Detail
Attachment A - Scope of Work
Attachment B - Payment Provisions
Attachment C - Standard State Provisions for Contracts and Grants (revised 12/7/2023)
Attachment D - Other Provisions
Attachment E - DOT Standard Title VI Assurances and Non-Discrimination Provisions
(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

4. Order of Precedence: Any ambiguity, conflict or inconsistency in the Grant Documents shall be resolved according to the following order of precedence:
 - 1) Grant Agreement Part 1 and Part 2
 - 2) Attachment D – Other Provisions
 - 3) Attachment C - Standard State Provisions for Contracts and Grants (revised 12/7/2023)
 - 4) Attachment A – Scope of Work
 - 5) Attachment B – Payment Provisions
 - 6) Attachment E - DOT Standard Title VI Assurances and Non-Discrimination Provisions
(DOT 1050.2A) - Assurance Appendix A and Assurance Appendix E

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

State of Vermont
Agency of Transportation

Grantee:
TOWN OF GEORGIA

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: Joe Flynn

Name: _____

Title: Secretary of Transportation

Title: _____

STATE OF VERMONT GRANT AGREEMENT

Part 1-Grant Award Detail

Section 9. Item #G.

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: P02179		² Original <input checked="" type="checkbox"/> Amendment # _____	
³ Grant Title: Town Highway Class 2 Roadway Program - FY25			
⁴ Amount Previously Awarded: \$0.00		⁵ Amount Awarded This Action: \$106,400.00	⁶ Total Award Amount: \$106,400.00
⁷ Award Start Date: Jul 01, 2024		⁸ Award End Date: Dec 31, 2026	⁹ Subrecipient Award: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
¹⁰ Supplier #: 0000040230	¹¹ Grantee Name: Town of Georgia		
¹² Grantee Address: 47 Town Common Rd North			
¹³ City: St Albans		¹⁴ State: VT	¹⁵ Zip Code: 05478
¹⁶ State Granting Agency: Vermont Agency of Transportation			¹⁷ Business Unit: 08100
¹⁸ Performance Measures: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	¹⁹ Match/In-Kind: \$ 20% Description: LOCAL SHARE		
²⁰ If this action is an amendment, the following is amended: Amount: <input type="checkbox"/> Funding Allocation: <input type="checkbox"/> Performance Period: <input type="checkbox"/> Scope of Work: <input type="checkbox"/> Other: <input type="checkbox"/>			

SECTION II - SUBRECIPIENT AWARD INFORMATION

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

SECTION III - FUNDING ALLOCATION

STATE FUNDS

Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions
General Fund	\$0.00	\$0.00	\$0.00	
Special Fund	\$0.00	\$0.00	\$0.00	
Global Commitment (non-subrecipient funds)	\$0.00	\$0.00	\$0.00	
Other State Funds	\$0.00	\$106,400.00	\$106,400.00	Transportation Fund

FEDERAL FUNDS

(includes subrecipient Global Commitment funds)

Required Federal Award Information

³¹ ALN#	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Federal Award Date	³⁸ Total Federal Award
		\$0.00	\$0.00	\$0.00			\$0.00
³⁹ Federal Awarding Agency:		⁴⁰ Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
		\$0.00	\$0.00	\$0.00			\$0.00
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$106,400.00	\$106,400.00			

SECTION IV - CONTACT INFORMATION

STATE GRANTING AGENCY		GRANTEE	
NAME: Steven Stanley		NAME: Todd Cadeaux	
TITLE: District 8		TITLE: Road Commissioner	
PHONE:Office (802) 527 - 5564 Cell (802) 782 - 0804		PHONE:Office: (802) 307 - 2259	
EMAIL: steven.k.stanley@vermont.gov		EMAIL: roadforeman@townofgeorgia.com	

**ATTACHMENT A
SCOPE OF WORK**

The Grantee hereby certifies as follows:

- a. The Grantee has funds available to finance the local share of the project during the Grant period.
- b. The Grantee has adopted town road and bridge standards which meet or exceed the minimum State-approved codes and standards produced by the Vermont Agency of Transportation (VTrans) and approved by the Vermont Agency of Natural Resources (VANR). If the Grantee has adopted codes and standards which meet these minimum requirements, the Grantee further certifies that the municipality follows and adheres to those adopted codes and standards.
- c. The Grantee has an Infrastructure Study (three years or less old) which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1,2, and 3 town highways, and estimated cost of repair.
- d. The Grantee has submitted the Annual Town Plan required by 19 V.S.A. § 306(j) to VTrans' district office.
- e. Where a municipality has adopted codes and standards meeting the minimums required by VTrans and has an Infrastructure Study, the project is eligible for a 80% State share, not to exceed the total award amount stated on the Part 1 – Grant Award Detail.
- f. Where a municipality has not adopted codes and standards meeting the minimums required by VTrans or lacks an Infrastructure Study, the project is eligible for an 70% State share, not to exceed the total award amount stated on the Part 1 – Grant Award Detail.
- g. The Town/Municipality has completed the Environmental Resource checklist in the grant application.



VERMONT

AGENCY OF TRANSPORTATION

FY 2025 Municipal Highway Grant Application

APPLYING FOR: Structures Class 2 Roadway Emergency

MUNICIPALITY: GEORGIA MUNICIPAL CONTACT (name): TODD CADIEUX

MAILING ADDRESS: 47 TOWN COMMON RD N, ST. ALBANS, VT 05478

Phone: (802) 524-3524

E-Mail: ROADFOREMAN@TOWNOFGEORGIA.COM

ACCOUNTING SYSTEM: Automated Manual Combination

SAMS #: 031933930

Grantee FY End Month (mm format): 12

DISTRICT CONTACT (name): JOHN WILKIN

Phone:

E-Mail:

SCOPE OF WORK TO BE PERFORMED BY GRANTEE

Location of Work. The work described below involves the following town highway / structure:

TH# 5, (Name) GEORGIA SHORE RD which is a class 2 town highway.

Bridge # _____, which crosses _____

Culvert # _____, for which the original size was _____ and the replacement size is _____

Causeway: _____

Retaining Wall: _____

Latitude:

Longitude:

MM (If Available):

Problem:

ROADWAY HAS LARGE CRACKS, WHEELTRACKS, AND POTHOLES. THESE CAUSE CONCERNS FOR THE MANY PEOPLE WALKING, BIKING, SKIING, ROLLERBLADING, DRIVING, MOTORCYCLING, AND TRANSPORTING THEIR BOATS.

Reason For Problem:

THE ROAD FREEZE AND THAW CYCLES MANY TIMES THROUGHOUT THE YEAR DUE TO ITS PROXIMITY TO THE LAKE. IT HAS HAD MORE THAN FIFTEEN (15) YEARS OF THIS SINCE ITS LAST REPAIR.

Proposed Scope of Work:

SHIM AND OVERLAY OF EXISTING PAVEMENT.

Detailed Cost Estimate (below or attached):

SEE ATTACHED

Estimated Project Amount: \$ 133,000.00

Estimated Completion Date: 06/01/2025

Municipality has adopted Codes & Standards that meet or exceed the State approved template?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality has a current Network Inventory?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality MUST complete the following environmental resource checklist:			
EXISTING STRUCTURES: (check all that apply)			
<input type="checkbox"/> Steel Tube Culvert	<input type="checkbox"/> Concrete Box Culvert		
<input type="checkbox"/> Stone Culvert	<input type="checkbox"/> Concrete Bridge		
<input type="checkbox"/> Ditch	<input type="checkbox"/> Rolled Beam/Plate Girder Bridge		
<input type="checkbox"/> Metal Truss Bridge	<input type="checkbox"/> Wooden Covered Bridge		
<input type="checkbox"/> There are foundation remains, mill ruins, stone walls or other	<input type="checkbox"/> Masonry Structure		
<input type="checkbox"/> Stone Abutments or Piers	<input type="checkbox"/> Buildings (over 50 yrs old) within 300 feet of work		
<input type="checkbox"/> Other:			
PROJECT DESCRIPTION: (check all that apply)			
<input type="checkbox"/> The project involves engineering / planning only	<input checked="" type="checkbox"/> The project consists of repaving existing paved surfaces only		
<input type="checkbox"/> The project consists of reestablishing existing ditches only within existing footprint	<input checked="" type="checkbox"/> All work will be done from the existing road or shoulder		
<input type="checkbox"/> The structure is being replaced on existing location / alignment	<input type="checkbox"/> There will be excavation within 300 feet of a river or stream		
<input type="checkbox"/> New structure on new alignment	<input type="checkbox"/> Repair/Rehab of existing structure		
<input type="checkbox"/> There will be excavation within a flood plain	<input type="checkbox"/> Road reclaiming, reconstruction, or widening		
<input type="checkbox"/> Tree cutting / clearing	<input type="checkbox"/> Temporary off-road access is required		
<input type="checkbox"/> New ditches will be established	<input type="checkbox"/> The roadway will be realigned		
The municipality has included photos of the project. Must show infrastructure and surrounding features as much as possible. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

Below this line to be filled in by VTrans staff:

Recommended Award Amount: \$ 106,400.00

District Staff Approval: (name) John Wilkin Date: 5/9/2024



PIKE INDUSTRIES, INC.

249 Granger Rd., Barre, VT 05641
AN EQUAL OPPORTUNITY EMPLOYER

Phone: 802/223-3002
Fax: 802/223-3175

ESTABLISHED 1872

To:	Town Of Georgia VT	Contact:	Todd Cadieux
Address:	Georgia, VT	Phone:	
		Fax:	
Project Name:	Town Of Georgia VT	Bid Number:	
Project Location:	Georgia, VT	Bid Date:	

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Machine Pave - Polly Hubbard Road, Starting At Old School House To 2697 Polly Hubbard Road. 1100' X 22', 1.25 Single Course	190.00	TON	\$95.00	\$18,050.00
2	Machine Pave - Georgia Shore Rd., Starting At Polly Hubbard, And Ending At Sweeney Farm. 5180' X 21.5', 1/2" Leveling Course, 1.5" Wearing Course.	1,400.00	TON	\$95.00	\$133,000.00
3	Machine Pave - Cline Road, Starting At Basil Burts, And Ending At Change Of Pavement Close To 680 Cline Road. 1350' X 11'. 1.25 Shim Repair For Half Of Road.	120.00	TON	\$95.00	\$11,400.00
4	Machine Pave - Middle Road, Starting North Of Montcalm Rd., And Ending North Of Plains Rd. 6435' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	1,750.00	TON	\$95.00	\$166,250.00
5	Machine Pave - Decker Road, Starting At Intersection Of Plains Rd. And Ending At Intersection Of Soddom Rd. 6400' X 19'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	1,500.00	TON	\$95.00	\$142,500.00
6	Machine Pave - Manor Rd. Starting At Intersection Of Ballard Rd. And Ending At Intersection Of Rt. 7. 1975' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	550.00	TON	\$95.00	\$52,250.00
7	Machine Pave - Cedar Wood Drive, Starting At Manor Rd. And Ending At Manor Rd. 1975' X 22'. 1/2" Leveling Course, And 1.5" Wearing Course. All Type 4.	880.00	TON	\$95.00	\$83,600.00
8	Machine Pave - Carpenter Hill Rd., Starting At Intersection Of Rt. 7 And Ending 350' Past Transition To Dirt. 2630' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	730.00	TON	\$95.00	\$69,350.00
9	Machine Pave - Bronson Rd., Starting At Intersection Of Mill River Rd. And Ending At Town Line. 3800' X 22'. 1/2" Leveling Course And 1.5" Wearing Course.	1,050.00	TON	\$95.00	\$99,750.00
10	Machine Pave -Industrial Park Road 1/2" Leveling And 1.5" Wearing Course. All Type 4.	965.00	TON	\$95.00	\$91,675.00
11	Machine Pave - Jed Shepard Road 2.5" Base Course, And 1.5" Wearing Course.	120.00	TON	\$95.00	\$11,400.00

Total Bid Price: \$879,225.00

Notes:

- For Budget purposes only. Firm prices shall be given upon official request for services.
- AC Price Adjustment shall be paid in its entirety to Pike Industries, Inc. per the Construction Contract.
- Worldwide energy and petroleum markets continue to be volatile, consequently Pike Industries Inc. reserves the right to withdraw this quote if not accepted within 7 days. If we do not receive a response (acceptance subject to project award) to this quote in 7 days, it will become null and void.
- Pike Industries, Inc. reserves the right to adjust unit prices based on total revenues awarded.

Section 9. Item #G.

- Pike Industries, Inc. Is not responsible for liquidated damages, or any disincentives associated with the work as quoted.
- Hot Mix Asphalt (HMA) as quoted is free of Refined Engine Oil Bottoms (REOB's). For more information regarding REOB's, a listing of which have currently banned their use and potential detriments to HMA please go the following website:
<http://commonwealthmagazine.org/transportation/004-laying-it-down-testing-it-later/>

Payment Terms:

Net 30 Days

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Pike Industries, Inc. VT

Authorized Signature: _____

Estimator: Joseph Montagne
(802) 749-5231 jmontagne@pikeindustries.com





VERMONT

AGENCY OF TRANSPORTATION

FY 2025 Municipal Highway Grant Application

APPLYING FOR: Structures Class 2 Roadway Emergency

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ACCOUNTING SYSTEM: Automated Manual Combination

SAMS #: 031933930

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Phone:

E-Mail:

SCOPE OF WORK TO BE PERFORMED BY GRANTEE

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Causeway: _____

Retaining Wall: _____

Latitude:

Longitude:

MM (If Available):

Problem:

ROADWAY HAS LARGE CRACKS, WHEELTRACKS, AND POTHOLES. THESE CAUSE CONCERNS FOR THE MANY PEOPLE WALKING, BIKING, SKIING, ROLLERBLADING, DRIVING, MOTORCYCLING, AND TRANSPORTING THEIR BOATS.

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Proposed Scope of Work:

SHIM AND OVERLAY OF EXISTING PAVEMENT.

Detailed Cost Estimate (below or attached):

SEE ATTACHED

Estimated Project Amount: \$ 133,000.00

Estimated Completion Date: 06/01/2025

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Municipality has a current Network Inventory?		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Municipality MUST complete the following environmental resource checklist:			
EXISTING STRUCTURES: (check all that apply)			
<input type="checkbox"/> Steel Tube Culvert	<input type="checkbox"/> Concrete Box Culvert		
<input type="checkbox"/> Stone Culvert	<input type="checkbox"/> Concrete Bridge		
<input type="checkbox"/> Ditch	<input type="checkbox"/> Rolled Beam/Plate Girder Bridge		
<input type="checkbox"/> Metal Truss Bridge	<input type="checkbox"/> Wooden Covered Bridge		
<input type="checkbox"/> There are foundation remains, mill ruins, stone walls or other	<input type="checkbox"/> Masonry Structure		
<input type="checkbox"/> Stone Abutments or Piers	<input type="checkbox"/> Buildings (over 50 yrs old) within 300 feet of work		
<input type="checkbox"/> Other:			
PROJECT DESCRIPTION: (check all that apply)			
<input type="checkbox"/> The project involves engineering / planning only	<input checked="" type="checkbox"/> The project consists of repaving existing paved surfaces only		
<input type="checkbox"/> The project consists of reestablishing existing ditches only within existing footprint	<input checked="" type="checkbox"/> All work will be done from the existing road or shoulder		
<input type="checkbox"/> The structure is being replaced on existing location / alignment	<input type="checkbox"/> There will be excavation within 300 feet of a river or stream		
<input type="checkbox"/> New structure on new alignment	<input type="checkbox"/> Repair/Rehab of existing structure		
<input type="checkbox"/> There will be excavation within a flood plain	<input type="checkbox"/> Road reclaiming, reconstruction, or widening		
<input type="checkbox"/> Tree cutting / clearing	<input type="checkbox"/> Temporary off-road access is required		
<input type="checkbox"/> New ditches will be established	<input type="checkbox"/> The roadway will be realigned		
The municipality has included photos of the project. Must show infrastructure and surrounding features as much as possible. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			

Below this line to be filled in by VTrans staff:

Recommended Award Amount: \$ 106,400.00

District Staff Approval: (name) _____ Date: 5/9/2024



PIKE INDUSTRIES, INC.

249 Granger Rd., Barre, VT 05641
AN EQUAL OPPORTUNITY EMPLOYER

Phone: 802/223-3002
Fax: 802/223-3175

ESTABLISHED 1872

To:	Town Of Georgia VT	Contact:	Todd Cadieux
Address:	Georgia, VT	Phone:	
		Fax:	
Project Name:	Town Of Georgia VT	Bid Number:	
Project Location:	Georgia, VT	Bid Date:	

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	Machine Pave - Polly Hubbard Road, Starting At Old School House To 2697 Polly Hubbard Road. 1100' X 22', 1.25 Single Course	190.00	TON	\$95.00	\$18,050.00
2	Machine Pave - Georgia Shore Rd., Starting At Polly Hubbard, And Ending At Sweeney Farm. 5180' X 21.5', 1/2" Leveling Course, 1.5" Wearing Course.	1,400.00	TON	\$95.00	\$133,000.00
3	Machine Pave - Cline Road, Starting At Basil Burts, And Ending At Change Of Pavement Close To 680 Cline Road. 1350' X 11'. 1.25 Shim Repair For Half Of Road.	120.00	TON	\$95.00	\$11,400.00
4	Machine Pave - Middle Road, Starting North Of Montcalm Rd., And Ending North Of Plains Rd. 6435' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	1,750.00	TON	\$95.00	\$166,250.00
5	Machine Pave - Decker Road, Starting At Intersection Of Plains Rd. And Ending At Intersection Of Soddom Rd. 6400' X 19'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	1,500.00	TON	\$95.00	\$142,500.00
6	Machine Pave - Manor Rd. Starting At Intersection Of Ballard Rd. And Ending At Intersection Of Rt. 7. 1975' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	550.00	TON	\$95.00	\$52,250.00
7	Machine Pave - Cedar Wood Drive, Starting At Manor Rd. And Ending At Manor Rd. 1975' X 22'. 1/2" Leveling Course, And 1.5" Wearing Course. All Type 4.	880.00	TON	\$95.00	\$83,600.00
8	Machine Pave - Carpenter Hill Rd., Starting At Intersection Of Rt. 7 And Ending 350' Past Transition To Dirt. 2630' X 22'. 1/2" Leveling Course And 1.5" Wearing Course. All Type 4.	730.00	TON	\$95.00	\$69,350.00
9	Machine Pave - Bronson Rd., Starting At Intersection Of Mill River Rd. And Ending At Town Line. 3800' X 22'. 1/2" Leveling Course And 1.5" Wearing Course.	1,050.00	TON	\$95.00	\$99,750.00
10	Machine Pave -Industrial Park Road 1/2" Leveling And 1.5" Wearing Course. All Type 4.	965.00	TON	\$95.00	\$91,675.00
11	Machine Pave - Jed Shepard Road 2.5" Base Course, And 1.5" Wearing Course.	120.00	TON	\$95.00	\$11,400.00

Total Bid Price: \$879,225.00

Notes:

- For Budget purposes only. Firm prices shall be given upon official request for services.
- AC Price Adjustment shall be paid in its entirety to Pike Industries, Inc. per the Construction Contract.
- Worldwide energy and petroleum markets continue to be volatile, consequently Pike Industries Inc. reserves the right to withdraw this quote if not accepted within 7 days. If we do not receive a response (acceptance subject to project award) to this quote in 7 days, it will become null and void.
- Pike Industries, Inc. reserves the right to adjust unit prices based on total revenues awarded.

Section 9. Item #G.

- Pike Industries, Inc. Is not responsible for liquidated damages, or any disincentives associated with the work as quoted.
- Hot Mix Asphalt (HMA) as quoted is free of Refined Engine Oil Bottoms (REOB's). For more information regarding REOB's, a listing of which have currently banned their use and potential detriments to HMA please go the following website:
<http://commonwealthmagazine.org/transportation/004-laying-it-down-testing-it-later/>

Payment Terms:

Net 30 Days

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

Pike Industries, Inc. VT

Authorized Signature: _____

Estimator: Joseph Montagne
(802) 749-5231 jmontagne@pikeindustries.com



ATTACHMENT B PAYMENT PROVISIONS

The State agrees to compensate the Grantee for services performed up to the total award amount stated on the Grant Agreement Part 1 – Grant Award Detail of this Grant Agreement provided such services are within the scope of the Grant and are authorized as provided for under the terms and conditions of this Grant.

A close out report must also be submitted within 45 days of the project completion or end date of the Grant, whichever is first, documenting that the project has been completed and accepted by the Grantee (this is also on the VTrans TA65 form).

If the project is not completed before the end date of the Grant, the Grantee will have no claim for reimbursement under this Grant Agreement.

All completed forms should be submitted to:

Name:	Steven Stanley
Title:	District Project Manager
Address:	Vermont Agency of Transportation District 8 680 Lower Newton Road St. Albans, VT 05478

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

ATTACHMENT C: STANDARD STATE PROVISIONS FOR CONTRACTS AND GRANTS**REVISED DECEMBER 7, 2023**

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

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. Where an authorized individual is either required to click-through or otherwise accept, or made subject to, any electronic terms and conditions to use or access any product or service provided hereunder, such terms and conditions are not binding and shall have no force or effect. Further, any terms and conditions of Party’s invoice, acknowledgment, confirmation, or similar document, shall not apply, and any such terms and conditions on any such document are objected to without need of further notice or objection.

3. Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial: This Agreement will be governed by the laws of the State of Vermont without resort to conflict of laws principles. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State regarding its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.

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

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

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

7. Defense and Indemnity:

- A.** The Party shall defend the State and its officers and employees against all third-party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.
- B.** After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.
- C.** The Party shall indemnify the State and its officers and employees if the State, its officers, or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.
- D.** Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys’ fees, collect

costs or other costs of the Party or any third party.

8. Insurance: During the term of this Agreement, Party, at its expense, shall maintain in full force and effect the insurance coverages set forth in the Vermont State Insurance Specification in effect at the time of incorporation of this Attachment C into this Agreement. The terms of the Vermont State Insurance Specification are hereby incorporated by reference into this Attachment C as if fully set forth herein. A copy of the Vermont State Insurance Specification is available at: <https://aoa.vermont.gov/Risk-Claims-COI>.

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

10. False Claims Act: Any liability to the State under the Vermont False Claims Act (32 V.S.A. § 630 et seq.) shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.

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

12. Use and Protection of State Information:

- A. As between the State and Party, "State Data" includes all data received, obtained, or generated by the Party in connection with performance under this Agreement. Party acknowledges that certain State Data to which the Party may have access may contain information that is deemed confidential by the State, or which is otherwise confidential by law, rule, or practice, or otherwise exempt from disclosure under the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq. ("Confidential State Data").
- B. With respect to State Data, Party shall:
 - i. take reasonable precautions for its protection;
 - ii. not rent, sell, publish, share, or otherwise appropriate it; and
 - iii. upon termination of this Agreement for any reason, Party shall dispose of or retain State Data if and to the extent required by this Agreement, law, or regulation, or otherwise requested in writing by the State.
- C. With respect to Confidential State Data, Party shall:
 - i. strictly maintain its confidentiality;
 - ii. not collect, access, use, or disclose it except as necessary to provide services to the State under this Agreement;
 - iii. provide at a minimum the same care to avoid disclosure or unauthorized use as it provides to protect its own similar confidential and proprietary information;
 - iv. implement and maintain administrative, technical, and physical safeguards and controls to protect against any anticipated threats or hazards or unauthorized access or use;
 - v. promptly notify the State of any request or demand by any court, governmental agency or other person asserting a demand or request for Confidential State Data so that the State may seek an appropriate protective order; and
 - vi. upon termination of this Agreement for any reason, and except as necessary to comply with subsection B.iii above in this section, return or destroy all Confidential State Data remaining in its possession or control.
- D. If Party is provided or accesses, creates, collects, processes, receives, stores, or transmits Confidential State Data in any electronic form or media, Party shall utilize:
 - i. industry-standard firewall protection;
 - ii. multi-factor authentication controls;
 - iii. encryption of electronic Confidential State Data while in transit and at rest;
 - iv. measures to ensure that the State Data shall not be altered without the prior written consent of the State;
 - v. measures to protect against destruction, loss, or damage of State Data due to potential environmental hazards, such as fire and water damage;

- vi. training to implement the information security measures; and
 - vii. monitoring of the security of any portions of the Party's systems that are used in the provision of the services against intrusion.
- E. No Confidential State Data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the United States, except with the express written permission of the State.
- F. Party shall notify the State within twenty-four hours after becoming aware of any unauthorized destruction, loss, alteration, disclosure of, or access to, any State Data.
- G. State of Vermont Cybersecurity Standard Update: Party confirms that all products and services provided to or for the use of the State under this Agreement shall be in compliance with State of Vermont Cybersecurity Standard Update in effect at the time of incorporation of this Attachment C into this Agreement. The State of Vermont Cybersecurity Standard Update prohibits the use of certain branded products in State information systems or any vendor system, and a copy is available at: <https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives>
- H. In addition to the requirements of this Section 12, Party shall comply with any additional requirements regarding the protection of data that may be included in this Agreement or required by law or regulation.

13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this Agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this Agreement. Records produced or acquired in a machine-readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of this Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

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

15. Offset: The State may offset any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any offset of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided in 32 V.S.A. § 3113.

16. Taxes Due to the State: Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.

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

18. Child Support: (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, Party is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.

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

In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 60 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and

Section 6 of Act No. 50 (2011).

Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 (“False Claims Act”); Section 11 (“Whistleblower Protections”); Section 12 (“Confidentiality and Protection of State Information”); Section 14 (“Fair Employment Practices and Americans with Disabilities Act”); Section 16 (“Taxes Due the State”); Section 18 (“Child Support”); Section 20 (“No Gifts or Gratuities”); Section 22 (“Certification Regarding Debarment”); Section 30 (“State Facilities”); and Section 32.A (“Certification Regarding Use of State Funds”).

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

21. Regulation of Hydrofluorocarbons: Party confirms that all products provided to or for the use of the State under this Agreement shall not contain hydrofluorocarbons, as prohibited under 10 V.S.A. § 586.

22. Certification Regarding Debarment: Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party’s principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds. Party further certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the State’s debarment list at: <https://bgs.vermont.gov/purchasing-contracting/debarment>.

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

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

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

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

27. Termination:

- A. Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel this Agreement at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Agreement immediately, and the State shall have no obligation to pay Party from State revenues.
- B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party’s notice or such longer time as the non-breaching party may specify in the notice.
- C. Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.

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

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

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

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

A. Requirement to Have a Single Audit: The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the Federal Audit Clearinghouse within nine months. If a single audit is not required, only the Subrecipient Annual Report is required. A Single Audit is required if the subrecipient expends \$750,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

B. Internal Controls: In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission.

C. Mandatory Disclosures: In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

A. Certification Regarding Use of State Funds: If Party is an employer and this Agreement is a State-funded grant in excess of \$1,000, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party’s employee’s rights with respect to unionization.

B. Good Standing Certification (Act 154 of 2016): If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify; and (ii) that it will comply with the requirements stated therein.

(End of Standard Provisions)

ATTACHMENT D
OTHER GRANT AGREEMENT PROVISIONS

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

13. **Maintenance of Project Improvements.** The Grantee will maintain the completed project in a manner satisfactory to the State or its authorized representatives and shall make ample provisions each year for town highways and structures. In this regard, the Grantee acknowledges that its attention has been directed to Vermont Statutes Annotated, Title 19, Sections 304 (Duties of selectmen) and 310 (Highways, bridges and trails).

14. **Cargo Preference Act Compliance (if applicable).** The contractor/recipient/subrecipient is hereby notified that the Contractor and Subcontractor(s)/recipients and subrecipients are required to follow the requirements of 46 CFR 381.7 (a)-(b), if applicable. For guidance on requirements of Part 381 – Cargo Preference – U.S. Flag Vessels please go to the following web link:
<https://www.fhwa.dot.gov/construction/cqit/cargo.cfm>.

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

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

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

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

Assurance Appendix E

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

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

2024 PACIF Grant Application

A program exclusively for VLCT PACIF Members

VLCT USE ONLY

_____ Date Received _____ Open High Recs
 500 _____ Org ID _____ Open High Recs
 \$ _____ Max Award _____ Prior Year Status
 _____ % Award

Section 9. Item #H.

PACIF Member Name (Municipality):

Town of Georgia

Applicant Name & Title:

Cheryl Letourneau

Primary Phone:

802-524-3524

Applicant Email Address:

administrator@townofgeorgia.com

Department(s) equipment is intended for:

Library + Town Clerks Office

If you have not read all the rules and guidelines, please do so now. [Click here](#) to access this document.

1. Specify each of the items requested and the cost for each item or groups of like items. Additional items should be listed separately on the Equipment Itemization Worksheet. Click [here](#) to access the worksheet. Be sure to include the cost of installation and/or shipping charges. **Vendor quote(s) and supporting documentation must accompany this application.**

Item Description	Quantity	Quoted Cost per Item	Quoted Shipping Cost	Are vendor quotes attached?	Quoted Total Cost
Lockdown Button Library	1	\$ 1,641.25	\$	<input checked="" type="checkbox"/>	\$ 1,641.25
Exterior Camera - Library	1	\$ 2,054.50	\$	<input checked="" type="checkbox"/>	\$ 2,054.50
Exterior Camera - Town Hall	1	\$ 1,686.45	\$	<input checked="" type="checkbox"/>	\$ 1,686.45
		\$	\$	<input type="checkbox"/>	\$
Cables + Mounts + Monitor		\$ 521.69	\$	<input checked="" type="checkbox"/>	\$ 521.69
2. Combine the quoted total cost of all items above and those listed on the itemization worksheet (if used).			Subtotal		\$
3. Enter the amount of any external (non-VLCT PACIF) grant funds you have requested or received for the items listed above. Enter "0" if none. (e.g. funding for body armor through the USDOJ, etc.)			External Grant Total		\$ 0
4. Subtract line 3 (External Grant Total) from line 2 (Subtotal).			Net Total Cost		\$

5. Why is this equipment needed and how will it reduce the potential for PACIF claims? Attach additional pages if necessary.

Applicant Signature:

Cheryl Letourneau

Date:

5.22.2024

Senior Municipal Official Signature:

Date:

Senior Municipal Official Printed Name:

Carl Rosenquist

Senior Municipal Official Title:

Selectboard Chair

Please use the Application Checklist on page 8 of the Rules & Guidelines before sending this application.

Submit application, vendor quotes, supporting documentation, and questions to VLCT, Attn: Lia Gerrish. Email to lgerrish@vlct.org; or mail to VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602



PHILO ELECTRIC, LLC
 D.B.A. PHILO SECURITY SYSTEMS
 100 State Park Road
 Charlotte, VT 05445
 802-425-2580

ESTIMATE

Date	Estimate #
5/10/2024	5908

Name / Address
TOWN OF GEORGIA 47 TOWN COMMON ROAD N GEORGIA, VT 05478

Ship To

Terms	Project
Due on receipt	

Description	Qty
TOWN LIBRARY -ADD ONE EXTERIOR CAMERA TO REAR OF LIBRARY BY GARAGE DOOR, 4K COLOR HUNTER BULLET CAMERA -ADD ONE EXTERIOR CAMERA TO COVER PAVILION, 4K COLOR HUNTER BULLET CAMERA -INCLUDES INSTALLATION HARDWARE INSTALLATION LABOR / PROGRAMMING NOTES: -DUE TO PAST EXPERIENCES INVOLVING LIBRARY PERSONNEL, A TOWN OF GEORGIA ADMIN REPRESENTATIVE MUST BE ONSITE DURING THE INSTALLATION.	
Customer acceptance signature _____ Date _____	Sales Tax (6.0%) \$0.00 Total \$2,054.50

Up to the maximum allowed will be billed on overdue accounts. If collection on overdue payment becomes necessary, all legal fees incurred will be added to the balance. Provided equipment is the sole property of Philo Security Systems until project is paid in full. Estimate is valid for the length of 10 days



PHILO ELECTRIC, LLC
 D.B.A. PHILO SECURITY SYSTEMS
 100 State Park Road
 Charlotte, VT 05445
 802-425-2580

ESTIMATE

Date	Estimate #
5/10/2024	5907

Name / Address
TOWN OF GEORGIA 47 TOWN COMMON ROAD N GEORGIA, VT 05478

Ship To

Terms	Project
Due on receipt	

Description	Qty
TOWN LIBRARY -INSTALL LOCKDOWN BUTTON BEHIND MAIN DESK -INSTALL WIRING FROM DESK TO MAIN CONTROL PANEL -PROGRAM LOCKDOWN BUTTON AND INSTALLATION LABOR / PROGRAMMING NOTES: -DUE TO PAST EXPERIENCES INVOLVING LIBRARY PERSONNEL, A TOWN OF GEORGIA ADMIN REPRESENTATIVE MUST BE ONSITE DURING THE INSTALLATION.	

Customer acceptance signature _____ Date _____

Sales Tax (6.0%)	\$0.00
Total	\$1,641.25

Up to the maximum allowed will be billed on overdue accounts. If collection on overdue payment becomes necessary, all legal fees incurred will be added to the balance. Provided equipment is the sole property of Philo Security Systems until project is paid in full. Estimate is valid for the length of 10 days



PHILO ELECTRIC, LLC
 D.B.A. PHILO SECURITY SYSTEMS
 100 State Park Road
 Charlotte, VT 05445
 802-425-2580

ESTIMATE

Date	Estimate #
5/10/2024	5909

Name / Address
TOWN OF GEORGIA 47 TOWN COMMON ROAD N GEORGIA, VT 05478

Ship To

Terms	Project
Due on receipt	

Description	Qty
TOWN OFFICE -INSTALL PTZ CAMERA TO REPLACE FIXED PARKING LOT CAMERA. CAMERA WILL BE4MP, 25X ZOOM PTZ CAMERA WITH DUAL LENS. FIXED AND ZOOM LENS. INSTALLATION LABOR / PROGRAMMING	

Customer acceptance signature _____ Date _____

Sales Tax (6.0%)	\$0.00
Total	\$1,686.45

Up to the maximum allowed will be billed on overdue accounts. If collection on overdue payment becomes necessary, all legal fees incurred will be added to the balance. Provided equipment is the sole property of Philo Security Systems until project is paid in full. Estimate is valid for the length of 10 days

Details for Order #113-4424057-2339408

[Print this page for your records.](#)

Paid By: Town of Georgia
Placed By: Town of Georgia
Order Placed: May 22, 2024
Amazon.com order number: 113-4424057-2339408
Order Total: \$583.43

Not Yet Shipped

Items Ordered

Price

1 of: *Amazon Basics Matte Finish Tape with Desktop Dispenser and Refills, 3/4" x 36 yds, 16 Pack* \$10.44
Sold by: Amazon.com Services, Inc
Supplied by: Other

Condition: New
1 of: *Sproutbrite 18 Month Calendar - Desk Calendar 2024-2025, Desktop Monthly Planner with To-Do List and Notes, Home, Office Desk Calendar (1 Pack, Jan 2024)* \$9.85
Sold by: Sproutbrite ([seller profile](#)) | Product question? [Ask Seller](#)
Supplied by: Other

Business Price

Condition: New
1 of: *Sharpie S-Gel, Gel Pens, Medium Point (0.7mm), Assorted Colors, 8 Count* \$9.97
Sold by: Amazon.com Services, Inc ([seller profile](#))
Supplied by: Other

Business Price

Condition: New
1 of: *OREI USB 2.0 Over Cat5e/6 Extender Upto 330 Feet - Extends USB-A Signal Over LAN Ethernet with 2 Ports - Power Over Cable for Long Distance Extension Supports All Operating System (USB-EXB330-K)* \$69.95
Sold by: OREI Direct ([seller profile](#))
Supplied by: Other

Business Price

Condition: New

Shipping Address:

Town of Georgia
47 TOWN COMMON RD N
SAINT ALBANS, VT 05478-6089
United States

Shipping Speed:

Two-Day Shipping

Shipping now

Items Ordered

Price

1 of: *VIVO Universal PC Wall Mount, Adjustable Steel Bracket, Computer Case, Open Frame CPU Strap Holder, Black, MOUNT-PC03V* \$23.74
Sold by: V I V O ([seller profile](#)) | Product question? [Ask Seller](#)
Supplied by: Other

Business Price

Condition: New
1 of: *SHARPIE S-Gel, Gel Pens, Ultra Fine Point (0.38mm), Black, 4 Count* \$5.53
Sold by: Amazon.com Services, Inc
Supplied by: Other

Supplied by: Other

Condition: New

1 of: OREI 1x2 HDMI Extender Splitter HDBaseT 4K, Multiple Over Single Cable CAT6/7 4K@60Hz 4:4:4 HDCP 2.2 with IR Remote Management, HDR - Up to 400 Ft - Loop Out - Low Latency (UHD12-EXB400-K)

Section 9. Item #H.

Sold by: OREI Direct (seller profile)

Supplied by: Other

Condition: New

Shipping Address:

Town of Georgia
47 TOWN COMMON RD N
SAINT ALBANS, VT 05478-6089
United States

Shipping Speed:

Two-Day Shipping

Preparing for Shipment

Items Ordered

1 of: LG 27MP400-B 27 Inch Monitor Full HD (1920 x 1080) IPS Display with 3-Side Virtually Borderless Design, AMD FreeSync and OnScreen Control - Black

Price
\$129.00

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

1 of: Westcott 10417 Stainless Steel Metal Ruler with Non-Slip Cork Base, 18 In

\$3.56

Sold by: Amazon.com Services, Inc (seller profile)

Supplied by: Other

Business Price

Condition: New

Shipping Address:

Town of Georgia
47 TOWN COMMON RD N
SAINT ALBANS, VT 05478-6089
United States

Shipping Speed:

Two-Day Shipping

Payment information

Payment Method:

Pay By Invoice

Item(s) Subtotal:	\$561.04
Shipping & Handling:	\$22.39

Total before tax:	\$583.43
Estimated tax to be collected:	\$0.00

Grand Total:	\$583.43

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