



GEORGIA VERMONT

Selectboard Regular Meeting Monday, November 10, 2025 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Agenda

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CHAIR UPDATE
4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for October 27, 2025

B. Approval of Warrant #2540

6. PUBLIC COMMENT (For items not on agenda)

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

7. CORRESPONDENCE

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

A. Friends of Lake Champlain Update - Josh Serpe, Project Manager for the Mill River Road SE Project provided a timeframe for the bulk of work to be completed, starting December 19, 2025 with final completion anticipated by June 1, 2026. The engineer has indicated weather should not impede the completion of the project. All work done is in accordance with the project contract.

The work will be divided into two performance periods, the first to include the installation of the chambers and plunge pool (fall/winter 2025) and the second for regrading, repairing erosion matting, and reseeding as needed (spring 2026).

B. Discussion and Approval to Use the Employee Injury Process and Guidelines - Action to Approve use of the Procedures and Forms.

C. 2026 Health Coverage for Town Employees (Insurance Buyout Revision)

- D. FY 2026 Budget Meetings will be held at the Town offices on Thursdays at 6:00pm: Thursday November 13th, November 20th, December 4th, December 11th and December 18th. Thursday November 27th is the Thanksgiving holiday, the Selectboard may choose to hold this weekly meeting before or after the regular Selectboard Meeting on November 24th. All meetings will be warned, open to the public, available via Zoom and each meeting agenda will specify the department and/or budget topic(s) for discussion.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Public Works/Grounds/Recreation

B. Town Administrator:

(i) Town Administrator Report

(ii) Planning Commission Meeting Update for Policies and Procedures

(iii) Request for Selectboard Audience from **GOGov Citizen Notifications**, software for town alerts; as well as **SeeMyLegacy**, a community engagement and memorial processing platform. Both companies have requested the Selectboard meet with their individual account representatives.

C. Treasurer

10. UNFINISHED BUSINESS

- A. Boat Dock Seasonal Services Bid Decision - Under Review with the Public Works Director
- B. Georgia Public Library Memorandum of Understanding - Update from the Town Administrator
- C. Local Option Tax
- D. Change in Fiscal Year
- E. Video Surveillance Policy - Sent to Vice Chair for Review, Awaiting Feedback.
- F. Town of Georgia Lot (Parcel ID 112260000) - According to Zoning Administrator Doug Bergstrom, the Town Attorney says the lot can be sold for as much as the Town paid for it in 2002.
- G. Bridge #28 (Mill River Bridge) - Update from the Public Works Director and Town Administrator.
- H. Perrigo Closing
- I. GPL Building Revitalization Committee

11. OTHER

12. PLAN NEXT MEETING AGENDA

- A. November 13, 2025: FY26 Budget Meeting
- B. November 20, 2025: FY26 Budget Meeting
- C. November 24, 2025: Regular Selectboard Meeting

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

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

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

A. Contract Negotiations FY26

14. ADJOURN

TABLED ITEMS:

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

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

Signed: Stacy Katon, Town Administrator

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



GEORGIA

VERMONT

Selectboard Regular Meeting
Monday, October 27, 2025 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)

CALL TO ORDER 6:00PM

SELECTBOARD PRESENT

Chair Kristina Senna, Judith Nasca, Carl Rosenquist

SELECTBOARD ABSENT

Vice Chair Brian Dunsmore, Kellie Bosenberg

STAFF PRESENT

Doug Bergstrom, Todd Cadieux, Kollene Caspers, Lori Hobart, Stacy Katon

PUBLIC PRESENT

Heather Dunsmore

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

Chair Senna recognized and gave thanks to the Public Works Department. This week is *Public Works Appreciation Week*, with October 28th deemed *Public Works Day*.

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- S. Katon requested the addition of the Georgia Fire Department's request to Appoint a new Firefighter/EMT. (8H)
- S. Katon requested the addition of a Planning Grant for Feasibility Study. (8I)

Motion to approve the additions to the Agenda.

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

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

- 39 **4. SELECTBOARD MINUTES AND WARRANTS**
- 40 A. Approval of Selectboard Special Meeting Minutes for October 13, 2025: Selectboard Vacancy
- 41 (5:30pm)
- 42 Motion to approve the minutes with no changes.
- 43 Motion made by C. Rosenquist, Seconded by J. Nasca.
- 44 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 45
- 46 B. Approval of Selectboard Special Meeting Minutes October 13, 2025: Impact Fees (6:00pm)
- 47 Motion to approve the minutes with one change.
- 48 Motion made by C. Rosenquist, Seconded by J. Nasca.
- 49 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 50
- 51 C. Approval of Selectboard Special Meeting Minutes for October 13, 2025: Development
- 52 Regulations (6:30pm)
- 53 Motion to approve the minutes with minor changes.
- 54 Motion made by C. Rosenquist, Seconded by J. Nasca.
- 55 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 56
- 57 D. Approval of Selectboard Regular Meeting Minutes for October 13, 2025 (7:00pm)
- 58 Motion to approve the minutes with minor changes.
- 59 Motion made by C. Rosenquist, Seconded by J. Nasca.
- 60 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 61
- 62 E. Approval of Warrant #2539
- 63 Motion to approve Warrant #2539 in the amount of \$10,533,186.90.
- 64 • L. Hobart and T. Cadieux answered questions on the Warrant.
- 65 Motion made by C. Rosenquist, Seconded by J. Nasca
- 66 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 67
- 68 **5. PUBLIC COMMENT (For items not on agenda)**
- 69 All participants must clearly state their names. Appropriate actions will be considered once the
- 70 Selectboard has reviewed the information provided and necessary subsequent research.
- 71
- 72 **6. CORRESPONDENCE**
- 73 A. Northwest Fiberworx - Annual Report and Notice of Public Hearing
- 74 • Email correspondence from Northwest Fiberworx with information on the annual report
- 75 and notice of public hearing.
- 76
- 77 **7. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
- 78 A. Town Assessor Errors and Omissions (E & O) Form - Action to Approve
- 79 Motion to approve the Town Assessor Errors and Omissions (E & O) Form for \$11,835,000.
- 80 • S. Katon answered questions on the E & O form and the incorrect utility amounts in the
- 81 2025 Grand List by the prior assessor.
- 82 Motion made by C. Rosenquist, Seconded by J. Nasca
- 83 Voting Yea: Chair Senna, J. Nasca, C. Rosenquist
- 84
- 85 B. Present Health Plans for FY26 - Action to Approve

- Chair Senna introduced the health insurance plans and S. Katon gave information on the different plans, the costs and an analysis of the benefit options.
- MVP and BCBS of Vermont are the two options most closely aligned to the health plans currently in place at the Town of Georgia.
- Selectboard Members discussed the options and costs associated with each plan.

Motion to approve MVP as insurance coverage for the Town of Georgia in 2026.

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

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

- C. Snow Raiders Request to Waive Facilities Use Fees - Action to Approve
Motion to Waive Facilities Use Fees at the Town of Georgia Fire Station Community Room for the Franklin County Snow Raiders.
Motion made by C. Rosenquist, Seconded by J. Nasca
Voting Yea: Chair Senna, J. Nasca, C. Rosenquist

- D. New Seat License for ICT Protege Security Software - Action to Approve
- S. Katon explained this seat license would be for the Public Works Director to operate the gates and keycards at the Town beach. After Selectboard discussion, this will be added into the 2026 budget.

Motion to approve the New Seat License for ICT Protege Security Software to be added to the 2026 budget.

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

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

- E. Boat Dock Seasonal Services Bid Decision - Action to Approve
- Tabled for next regular Selectboard meeting, T. Cadieux has not had a chance to follow up with the vendors.
- F. Better Roads Program Grant, Road Erosion Inventory (REI) - Action to Approve and Sign
- S. Katon and T. Cadieux explained the grant and how the Road Erosion Inventory (REI) must be completed every 10 years. Georgia last completed this in 2017.

Motion to approve the Better Roads Grant, Road Erosion Inventory (REI) application and for the Selectboard to budget this in the Town's 2026 budget.

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

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

- G. Approval to Apply for VTrans FY 2026 Grants for Bridge #28--VTrans SFY 2026 Transportation Alternatives Program (TAP) and Municipal Highway and Stormwater Mitigation Program (MHSMP) is open and accepting applications with deadline of November 7th.
- T. Cadieux explained the grants and how they will benefit the 2026 work on Bridge #28, Mill River Bridge, upon the recommendation of the project engineer. The grants will offset the funds of the work needed on the bridge and save Georgia taxpayers.
- Motion to Apply for the VTrans FY 2026 Grants for Bridge #28 and apply for both VTrans SFY 2026 Transportation Alternatives Plan (TAP) and Municipal Highway and Stormwater

Mitigation Program (MHSMP) at less than maximum amount needed, as recommended by the project engineer.

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

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

H. Request to approve Landon Baker as Firefighter/EMT to the Georgia Fire Department

- Upon hire Landon Baker will report to Pat King, and not Chief Baker.

Motion to approve Landon Baker for the Georgia Fire Department.

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

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

I. Municipal Planning Grant

- S. Katon explained the Municipal Planning Grant, which may be used for a feasibility study for a water and sewer system in the Village Core area, or for a feasibility study for sidewalks in the Village Core area.

Motion to Approve the Town of Georgia to apply for the Municipal Planning Grant.

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

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

8. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

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

- Town Beach Improvements- T. Cadieux explained the work at the Town beach and the scope of the plumbing work, which is more involved than was originally assessed. This project is estimated to be in the tens of thousands of dollars. These funds will be requested in the 2026 budget. Chair Senna requested T. Cadieux complete the estimates and the estimated amount be added to the 2026 budget.
- Town Beach Seasonal Closure- Trash service has been cancelled at the beach, the mower has been pulled back, the stairs will go up; but the dock will be left in for fall boat use.
- Truck and Hot Box Fire- PACIF insurance has given the total loss value on the truck at \$41,216.50. T. Cadieux is requesting the Town buy the truck back at the cost of \$6,000 to repair and return to use. This is based on low inventory to purchase a similar vehicle in time for winter plowing. The PWD has truck parts in stock to fix this truck and will hire a mechanic who has worked with the PWD in the past. S. Katon will investigate insurance on the salvage title.

Motion to authorize T. Cadieux to buy the 2013 truck back from the insurance company for \$6,000 and receive the remainder from the insurance company to repair the vehicle.

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

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

- Insurance will cover \$5,300 to replace the hot box. T. Cadieux would like permission to buy another hot box. T. Cadieux answered questions about the hot box and its use in road repairs.

Motion to approve T. Cadieux to purchase another hot box for up to \$5,300.

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

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

- School Sign- T. Cadieux will wait to hear back from e911 before installing the school's new road sign. L. Hobart will wait to send a bill to the school for plowing and sign installation.
- In honor of Public Works Appreciation week, T. Cadieux will take the Roads Crew out to breakfast on Wednesday.

B. Town Administrator:

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

- Chair Senna gave a summary of the Sheriff Activity Report.

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

- S. Katon will present the Impact Fee Ordinance and other policies and ordinances for revision with the Planning Commission at their meeting on October 28th.

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

- S. Katon explained the Town of Colchester approached Georgia and other area towns to share credits from a solar facility. Colchester has capped out the amount of kilowatt credits the State of Vermont will allow them. Discussion was had on whether the Town of Georgia would like to opt into this credit program. After consideration of the small savings and other unknown factors, such as how many other towns would opt in, the Selectboard declined this offer.

(iv) Town Administrator Report

- Chair Senna thanked S. Katon for including it in the packet.
- S. Katon wanted to welcome both Kyle and Stewart back to work at the Town garage.
- C. Rosenquist gave his appreciation of the Sheriff's report.
- Chair Senna requested S. Katon to inquire into the Sheriff's availability for increased hours in 2026.

C. Treasurer

- There were minimal issues with the conclusion of tax bills after October 15th.
- At the time of the meeting, there is approximately \$200,000 in delinquent taxes.
- There was only 1 bounced check, which was resolved with a wire transfer.
- The first budget meeting will be scheduled when K. Bosenberg returns. The Finance Committee will be present at all the meetings, and Georgia public is invited to attend.

9. UNFINISHED BUSINESS

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

B. Local Option Tax- No updates.

C. Change in Fiscal Year – No updates.

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

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

F. Bridge #28 (Mill River Bridge)- See PWD report.

G. Perrigo Closing- No updates.

- H. GPL Building Revitalization Committee – No updates.
- I. Friends of Lake Champlain Update - Josh Serpe, Project Manager for the Mill River Road SE Project – Tabled for next meeting.
- J. Discussion and Approval to Use the Employee Injury Process & Guidelines - Action to Approve use of the procedures and forms. – Tabled for next meeting.

10. OTHER

11. PLAN NEXT MEETING AGENDA

- A. November 10, 2025
 - A schedule will be set for budget meetings and shared at the November 10th meeting.

12. EXECUTIVE SESSION (if needed, pursuant to 1 V.S.A sec 313) – No Executive Session.

13. ADJOURN

- Motion to adjourn at 7:35pm
- Motion made by J. Nasca, Seconded by C. Rosenquist.
- Voting Yea: Chair Senna, J. Nasca, C. Rosenquist

TABLED ITEMS: Boat Dock Seasonal Services Bid Decision, Friends of Lake Champlain Update, Employee Injury Process & Guidelines

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Signed: Stacy Katon, Town Administrator
Phone: 802-524-3524 | Fax: 802-524-3543 | Website: townofgeorgia.com

11/06/25

08:44 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2540 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 11/10/25 To 11/10/25

Section 5. Item #B. 1

Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
802MECHAN 802 MECHANICAL LLC	222	fall preventitive servic	3500.00	0.00	3500.00	4884	11/10/25
802MECHAN 802 MECHANICAL LLC	223	library boiler work	693.98	0.00	693.98	4884	11/10/25
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1676	office cleaning	1040.00	0.00	1040.00	4885	11/10/25
ALLSTCON ALL STATES CONSTRUCTION, INC.	1119644	liquid calcium	5546.40	0.00	5546.40	4886	11/10/25
	4,622 gallons	1.2000/gal					
ALLEGIANC ALLEGIANCE TRUCKS	122042513:01	gaskets	16.84	0.00	16.84	4887	11/10/25
ALLEGIANC ALLEGIANCE TRUCKS	401046644:02	parts	689.97	0.00	689.97	4887	11/10/25
AMAZON AMAZON CAPITAL SERVICES	14FCJW7PHLPJ	5 storage cabinet, 1 bk	588.40	0.00	588.40	4888	11/10/25
AMAZON AMAZON CAPITAL SERVICES	191Y1TY13X6W	books	21.03	0.00	21.03	4888	11/10/25
AMAZON AMAZON CAPITAL SERVICES	19M4D6CNCND7L	envelopes	17.09	0.00	17.09	4888	11/10/25
AMAZON AMAZON CAPITAL SERVICES	1C6TLVQGG9KX	books & supplies	826.94	0.00	826.94	4888	11/10/25
AMAZON AMAZON CAPITAL SERVICES	1NDDHTV17MWJ	book, computer charger	41.31	0.00	41.31	4888	11/10/25
AMAZON AMAZON CAPITAL SERVICES	1XTLG71HJTJY	binders, tabs, pens	59.69	0.00	59.69	4888	11/10/25
AVENU AVENU INSIGHTS & ANALYTICS	INVB-065921	monthly fee	890.00	0.00	890.00	4889	11/10/25
BOUCHOME BOUCHARD HOME & OFFICE SERVICE	14834	change library email	80.00	0.00	80.00	4890	11/10/25
CARDIACL CARDIAC LIFE PRODUCTS	156139	AED supplies	1921.32	0.00	1921.32	4891	11/10/25
CASELLA CASELLA WASTE MGT., INC.	677528	municipal trash	242.43	0.00	242.43	4892	11/10/25
CHARB PAR CHARLEBOIS TRUCK PARTS INC	IT97286	truck parts	1045.28	0.00	1045.28	4893	11/10/25
CHEV FIRE CHEVALIER FIRE PROTECTION, LLC	9040	fire suppression iinspec	700.00	0.00	700.00	4894	11/10/25
CLOUD CLOUDPERMIT, INC.	2635	software implementation	250.00	0.00	250.00	4895	11/10/25
		held payment until the system was working as promised.					
COMCAST COMCAST	-3288 102425	town office building	217.05	0.00	217.05	E 111001	11/10/25
COMCAST COMCAST	-4377 102425	fire station	203.55	0.00	203.55	E 111002	11/10/25
COMCAST COMCAST	-7269 102425	new garage	209.63	0.00	209.63	E 111003	11/10/25
COMCASTB COMCAST BUSINESS	09/27-10/26	GFD iPads	120.00	0.00	120.00	E 111004	11/10/25
FIDIUM CONSOLIDATED COMMUNICATIONS	-3032 101825	fiber	86.53	0.00	86.53	4896	11/10/25
COSTCO COSTCO WHOLESALE	10.31.25	supplies	615.14	0.00	615.14	4897	11/10/25
DESORCIE DESORCIE EMERGENCY PRODUCTS, L	20775	S lock pin	26.00	0.00	26.00	4898	11/10/25
EXIT18 EXIT 18 EQUIPMENT	97868	chain saw	73.95	0.00	73.95	4899	11/10/25
FAIRFAX R FAIRFAX EMS, INC.	88	coverage 7/1/25-6/30/26	77000.00	0.00	77000.00	4900	11/10/25
EYE MED FIDELITY SECURITY LIFE INSURAN	167017664	monthly premium	57.67	0.00	57.67	4901	11/10/25
EYE MED FIDELITY SECURITY LIFE INSURAN	167063058	monthly premium	57.67	0.00	57.67	4901	11/10/25
GAP GEORGIA AUTO PARTS	30869	misc supplies	50.99	0.00	50.99	4902	11/10/25
GAP GEORGIA AUTO PARTS	31167	truck parts	111.62	0.00	111.62	4902	11/10/25
		hydraulic hose					
GAP GEORGIA AUTO PARTS	31204	truck parts	61.16	0.00	61.16	4902	11/10/25
GRNMTNELE GREEN MOUNTAIN ELECTRIC SUPPLY	S5554011	elec parts	27.50	0.00	27.50	4903	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0000 102725	old garage	397.34	0.00	397.34	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0001 102725	library well	32.44	0.00	32.44	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0002 102725	library	460.25	0.00	460.25	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0005 102725	town offices	457.75	0.00	457.75	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0006 102725	fire station	629.61	0.00	629.61	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-0009 102725	street lights	272.01	0.00	272.01	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-2626 102725	new garage	348.93	0.00	348.93	4904	11/10/25
GMP GREEN MOUNTAIN POWER CORPORATI	-4295 102725	salt shed	29.53	0.00	29.53	4904	11/10/25
HAUN HAUN WELDING SUPPLY INC	622942	oxygen	68.40	0.00	68.40	4905	11/10/25
J&L J & L HARDWARE, INC.	544554	paint thinner,nuts,bolts	20.82	0.00	20.82	4906	11/10/25
JC PAVE JC PAVING, LLC	1081	paving @ town garage	5975.00	0.00	5975.00	4907	11/10/25
JOHNSONH JOHNSON HARDWARE & RENTAL	806079	safety shoes - SB	275.50	0.00	275.50	4908	11/10/25
JOHNSONH JOHNSON HARDWARE & RENTAL	806082	chain,bar,light tower	562.89	0.00	562.89	4908	11/10/25

11/06/25

Town of Georgia, Vermont Accounts Payable

Section 5. Item #B. 2

08:44 am

Check Warrant Report # 2540 Current Prior Next FY Invoices

Georgia Treasurer

For checks For Check Acct 01 (General Fund) 11/10/25 To 11/10/25

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
JOHNSONH	JOHNSON HARDWARE & RENTAL	806083	safety shoes - RQ	170.00	0.00	170.00	4908 11/10/25
UNION DUE	LABORERS' INTERNATIONAL OF NO.	OCT 2025	monthly dues	150.50	0.00	150.50	4909 11/10/25
MCCULLOUGH	MCCULLOUGH CRUSHING INC	123621	28 ton 5/8"	504.00	0.00	504.00	4910 11/10/25
MCCULLOUGH	MCCULLOUGH CRUSHING INC	123775	14 ton 5/8" mix	252.00	0.00	252.00	4910 11/10/25
MILTONACE	MILTON ACE HARDWARE	48479/4	supplies	40.76	0.00	40.76	4911 11/10/25
MRS	MILTON RENTAL & SALES INC	1-671476	scissor lift rental	340.00	0.00	340.00	4912 11/10/25
MURRAYS	MURRAYS MOTORSPORTS LLC	2901	4 tire change	90.00	0.00	90.00	4913 11/10/25
MYERS	MYERS CONTAINER SERVICE CORP	22569 102925	municipal trash	200.08	0.00	200.08	4914 11/10/25
MYERS	MYERS CONTAINER SERVICE CORP	23576 102925	municipal trash	108.68	0.00	108.68	4914 11/10/25
NECSI	NATIONAL EVERGY CONTROL SERVIC	05.06.25	reimbursement	10.00	0.00	10.00	4915 11/10/25
			reimburse overweight permit fee for Beacon Sales Acquisition - not enough information on the permit application				
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	57986	12/18/25-12/17/26 cloud	1115.76	0.00	1115.76	4916 11/10/25
			cloud services annual billing per user				
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	57998	CAMA disaster recovery	620.90	0.00	620.90	4916 11/10/25
			12/18/25-12/17/26				
			CAMA - Listers/Assessor				
NEDENT	NORTHEAST DELTA DENTAL	NOV 2025	monthly premium	615.15	0.00	615.15	4917 11/10/25
NWSWD	NW VT SOLID WASTE MGT DISTRICT	28113	FY26 Municipal Assessmen	6885.20	0.00	6885.20	4918 11/10/25
OBRIEN	O'BRIEN BED & BISCUIT DOGGY BO	101	boarding stray	420.00	0.00	420.00	4919 11/10/25
R.R.CHARL	R R CHARLEBOIS INC	46521823	wheel guard, svc kit	3016.54	0.00	3016.54	4920 11/10/25
11239	ROWLEY	530206	520 gal #2 diesel	1612.00	0.00	1612.00	4921 11/10/25
9550	ROWLEY	09.24.25	114 gal unleaded	348.57	0.00	348.57	4922 11/10/25
9550	ROWLEY	10.27.25	56.62 gal unleaded	4.43	0.00	4.43	4922 11/10/25
			There is a finance charge because we did not receive the September invoice. Called for and received for processing.				
STITZEL	SP&F ATTORNEYS, P.C.	95949	Aug 2025 services	490.00	0.00	490.00	4923 11/10/25
ACE	ST ALBANS ACE HARDWARE LLC	113946/2	blowoff duster	39.96	0.00	39.96	4924 11/10/25
OMG	ST ALBANS MESSENGER	420819	DRB Notice	62.80	0.00	62.80	4925 11/10/25
OMG	ST ALBANS MESSENGER	422563	DRB Notice	76.40	0.00	76.40	4925 11/10/25
SULLIVAN	SULLIVAN, POWERS & CO.	135015	final audit billing	2514.00	0.00	2514.00	4926 11/10/25
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	-2749 103025	supplies	115.97	0.00	115.97	4927 11/10/25
UNIFIR	UNIFIRST CORPORATION	1080302945	uniforms 10.22.25	146.52	0.00	146.52	4928 11/10/25
UNIFIR	UNIFIRST CORPORATION	1080304001	town office mats	61.40	0.00	61.40	4928 11/10/25
UNIFIR	UNIFIRST CORPORATION	1080304002	library mats	48.29	0.00	48.29	4928 11/10/25
UNIFIR	UNIFIRST CORPORATION	1080304091	uniforms 10.29.25	146.52	0.00	146.52	4928 11/10/25
KELLER V	VALERIE KELLER	10.21.25	baby yoga	225.00	0.00	225.00	4929 11/10/25
VTAWARDS	VERMONT AWARDS & ENGRAVING	92516	brass plates, etc	48.75	0.00	48.75	4930 11/10/25
VGS	VERMONT GAS SYSTEMS INC	-5441 102825	fire station	137.28	0.00	137.28	4931 11/10/25
VGS	VERMONT GAS SYSTEMS INC	-5994 102825	new garage	260.30	0.00	260.30	4931 11/10/25
VGS	VERMONT GAS SYSTEMS INC	-7845 102825	town office	61.87	0.00	61.87	4931 11/10/25
VGS	VERMONT GAS SYSTEMS INC	-8090 102825	old garage	49.97	0.00	49.97	4931 11/10/25
VMERSDC	VMERS DB	NOV 2025	monthly retirement	15588.88	0.00	15588.88	4932 11/10/25
WORKSAFE	WORKSAFE	38747	signs	217.50	0.00	217.50	4933 11/10/25
WRIGHT	WRIGHT'S EXCAVATING, INC.	25-215	winter sand	8347.00	0.00	8347.00	4934 11/10/25

11/06/2025

08:44 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 2540 Current Prior Next FY Invoices

For checks For Check Acct 01 (General Fund) 11/10/25 To 11/10/25

Section 5. Item #B. 3

Georgia Treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			151,762.59	0.00	151,762.59		

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 \$ ***151,762.59 Let this be your order for the payments of these amounts.

Kristina Senna (Chair)

Brian Dunsmore (Vice Chair)

Carl Rosenquist

Judith Nasca

Kellie Bosenberg

11/06/25
07:34 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 11/28/25

Section 5. Item #B. 7
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
802MECHAN 802 MECHANICAL LLC	222			10/22/25	11/21/25	01	fall preventive service		
		1-7-05-28-45.25		Fire & Rescue Bldg Maint.			750.00	0.00	0.00
		1-7-05-28-45.30		Library Building Maint.			750.00	0.00	0.00
		1-7-05-28-45.35		Old Hwy Bldg. Maint.			500.00	0.00	0.00
		1-7-05-28-45.50		Town Hall Building Maint.			500.00	0.00	0.00
		1-7-05-28-45.70		New Hwy Bldg. Maint.			1,000.00	0.00	0.00
Invoice 222 Total							3,500.00	0.00	0.00
	223			10/22/25	11/21/25	01	library boiler work		
		1-7-05-28-45.30		Library Building Maint.			693.98	0.00	0.00
Total For 802 MECHANICAL LLC							4,193.98	0.00	0.00
ABOVE PAR ABOVE PAR CLEANING LLC	5165-1676			10/25/25	11/24/25	01	office cleaning		
		1-7-05-28-45.60		Janitorial Supply/Svs.			1,040.00	0.00	0.00
ALLSTCON ALL STATES CONSTRUCTION	1119644			06/12/25	07/12/25	01	liquid calcium		
		1-7-10-05-55.30		Dust Control			5,546.40	0.00	0.00
ALLEGIANC ALLEGIANCE TRUCKS	122042513:01			10/31/25	11/10/25	01	gaskets		
		1-7-10-30-62.75		2013 International Repair			16.84	0.00	0.00
	401046644:02			11/03/25	11/10/25	01	parts		
		1-7-10-30-62.75		2013 International Repair			689.97	0.00	0.00
Total For ALLEGIANCE TRUCKS							706.81	0.00	0.00
AMAZON AMAZON CAPITAL SERVICES	14FCJW7PHLPJ			10/14/25	11/13/25	01	5 storage cabinet, 1 bk		
		1-7-05-70-22.00		Library Supplies			529.75	0.00	0.00
		Z-7-05-70-52.29		United Way Grant			58.65	0.00	0.00
Invoice 14FCJW7PHLPJ Total							588.40	0.00	0.00
	191Y1TY13X6W			10/20/25	11/19/25	01	books		
		1-7-05-70-22.20		Library Audio Visual			10.53	0.00	0.00
		Z-7-05-70-52.33		VECF-BBF Grant Expenses			10.50	0.00	0.00
Invoice 191Y1TY13X6W Total							21.03	0.00	0.00
	19M4D6CNCD7L			10/25/25	11/24/25	01	envelopes		
		1-7-05-20-22.00		Admin Office Supplies			17.09	0.00	0.00
	1C6TLVQGG9KX			10/12/25	11/11/25	01	books & supplies		
		1-7-05-70-22.00		Library Supplies			91.47	0.00	0.00
		1-7-05-70-22.05		Library Adult Books			562.66	0.00	0.00
		1-7-05-70-22.10		Library Childrens Books			26.30	0.00	0.00
		Z-7-05-70-52.33		VECF-BBF Grant Expenses			33.60	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
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
		Z-7-05-70-52.33	VECF-BBF	Grant Expenses			112.91	0.00	0.00
Invoice 1C6TLVQGG9KX Total							826.94	0.00	0.00
		1NDDHTV17MWJ		10/16/25	11/15/25	01 book, computer charger			
		1-7-05-70-22.00	Library Supplies				28.97	0.00	0.00
		Z-7-05-70-52.33	VECF-BBF	Grant Expenses			12.34	0.00	0.00
Invoice 1NDDHTV17MWJ Total							41.31	0.00	0.00
		1XTLG71HJTJY		10/28/25	11/27/25	01 binders, tabs, pens			
		1-7-05-20-22.00	Admin Office Supplies				59.69	0.00	0.00
Total For AMAZON CAPITAL SERVICES							1,554.46	0.00	0.00
							=====	=====	=====
AVENU	AVENU INSIGHTS & ANALYT	INVB-065921		10/27/25	11/26/25	01 monthly fee			
		1-7-05-20-44.07	Computer Software & Licen				890.00	0.00	0.00
BOUCHOME	BOUCHARD HOME & OFFICE	14834		10/22/25	11/11/25	01 change library email			
		1-7-05-70-22.36	Library Tech Support				80.00	0.00	0.00
CARDIACL	CARDIAC LIFE PRODUCTS	156139		10/23/25	11/22/25	01 AED supplies			
		1-7-05-36-22.05	Fire & Rescue Medical Sup				1,921.32	0.00	0.00
CASELLA	CASELLA WASTE MGT., INC	677528		10/20/25	11/19/25	01 municipal trash			
		1-7-05-28-51.00	Municipal Trash				242.43	0.00	0.00
CHARB PAR	CHARLEBOIS TRUCK PARTS	IT97286		10/29/25	11/28/25	01 truck parts			
		1-7-10-30-62.75	2013 International Repair				1,045.28	0.00	0.00
CHEV FIRE	CHEVALIER FIRE PROTECTI	9040		10/21/25	11/20/25	01 fire suppression iinspect			
		1-7-05-28-30.70	New Hwy Garage Utilities				700.00	0.00	0.00
CLOUD	CLOUDPERMIT, INC.	2635		06/09/25	07/09/25	01 software implementation			
		1-7-05-20-44.07	Computer Software & Licen				250.00	0.00	0.00
COMCAST	COMCAST	* -3288 102425		10/24/25	11/19/25	01 town office building			
		1-7-05-28-30.50	Town Hall Utilities				217.05	0.00	0.00
		* -4377 102425		10/24/25	11/19/25	01 fire station			
		1-7-05-28-30.25	Fire & Rescue Utilities				203.55	0.00	0.00
		* -7269 102425		10/24/25	11/19/25	01 new garage			
		1-7-05-28-30.70	New Hwy Garage Utilities				209.63	0.00	0.00
Total For COMCAST							630.23	0.00	0.00
							=====	=====	=====
COMCASTB	COMCAST BUSINESS	* 09/27-10/26		10/26/25	11/16/25	01 GFD iPads			
		1-7-05-36-52.40	GFD Computer/Office Suppl				120.00	0.00	0.00

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Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 11/28/25

Section 5. Item #B. 7
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
FIDIUM	CONSOLIDATED COMMUNICAT	-3032 101825		10/18/25	11/17/25	01 fiber			
		1-7-05-28-30.20	Town Beach Utilities				86.53	0.00	0.00
COSTCO	COSTCO WHOLESALE	10.31.25		10/31/25	10/31/25	01 supplies			
		1-7-05-20-22.00	Admin Office Supplies				79.97	0.00	0.00
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.				180.96	0.00	0.00
		1-7-05-28-45.60	Janitorial Supply/Svs.				354.21	0.00	0.00
Invoice 10.31.25 Total							615.14	0.00	0.00
DESORCIE	DESORCIE EMERGENCY PROD	20775		10/18/25	11/17/25	01 S lock pin			
		1-7-05-36-44.10	Fire & Rescue Training				26.00	0.00	0.00
EXIT18	EXIT 18 EQUIPMENT	97868		10/09/25	10/19/25	01 chain saw			
		1-7-10-30-62.00	Hwy Parts & Supplies				73.95	0.00	0.00
FAIRFAX R	FAIRFAX EMS, INC.	88		09/01/25	10/01/25	01 coverage 7/1/25-6/30/26			
		1-7-05-30-45.00	Emergency Medical Service				77,000.00	0.00	0.00
EYE MED	FIDELITY SECURITY LIFE	167017664		09/22/25	09/22/25	01 monthly premium			
		1-2-00-05-10.37	Vision Withholding				57.67	0.00	0.00
		167063058		10/22/25	10/22/25	01 monthly premium			
		1-2-00-05-10.37	Vision Withholding				57.67	0.00	0.00
Total For FIDELITY SECURITY LIFE INSURANCE CO							115.34	0.00	0.00
							=====	=====	=====
GAP	GEORGIA AUTO PARTS	30869		10/21/25	11/20/25	01 misc supplies			
		1-7-10-30-62.00	Hwy Parts & Supplies				50.99	0.00	0.00
		31167		10/28/25	11/27/25	01 truck parts			
		1-7-10-30-62.75	2013 International Repair				111.62	0.00	0.00
		31204		10/29/25	11/28/25	01 truck parts			
		1-7-10-30-62.75	2013 International Repair				61.16	0.00	0.00
Total For GEORGIA AUTO PARTS							223.77	0.00	0.00
							=====	=====	=====
GRNMTNELE	GREEN MOUNTAIN ELECTRIC	S5554011		10/21/25	11/10/25	01 elec parts			
		1-7-05-28-45.25	Fire & Rescue Bldg Maint.				27.50	0.00	0.00
GMP	GREEN MOUNTAIN POWER CO	-0000 102725		10/27/25	11/23/25	01 old garage			
		1-7-05-28-30.35	Old Hwy Garage Utilities				397.34	0.00	0.00
		-0001 102725		10/27/25	11/23/25	01 library well			
		1-7-05-28-30.30	Library Utilities				32.44	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
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
	-0002	102725		10/27/25	11/23/25	01 library			
	1-7-05-28-30.30	Library Utilities					460.25	0.00	0.00
	-0005	102725		10/27/25	11/23/25	01 town offices			
	1-7-05-28-30.50	Town Hall Utilities					457.75	0.00	0.00
	-0006	102725		10/27/25	11/23/25	01 fire station			
	1-7-05-28-30.25	Fire & Rescue Utilities					629.61	0.00	0.00
	-0009	102725		10/27/25	11/23/25	01 street lights			
	1-7-05-28-30.75	Streetlight Electricity					272.01	0.00	0.00
	-2626	102725		10/27/25	11/23/25	01 new garage			
	1-7-05-28-30.70	New Hwy Garage Utilities					348.93	0.00	0.00
	-4295	102725		10/27/25	11/23/25	01 salt shed			
	1-7-05-28-30.35	Old Hwy Garage Utilities					29.53	0.00	0.00
Total For GREEN MOUNTAIN POWER CORPORATION							2,627.86	0.00	0.00
							=====	=====	=====
HAUN	HAUN WELDING SUPPLY INC	622942		10/28/25	11/27/25	01 oxygen			
	1-7-05-36-22.05	Fire & Rescue Medical Sup					68.40	0.00	0.00
J&L	J & L HARDWARE, INC.	544554		10/29/25	10/31/25	01 paint thinner,nuts,bolts,			
	1-7-10-30-62.75	2013 International Repair					20.82	0.00	0.00
JC PAVE	JC PAVING, LLC	1081		11/04/25	11/19/25	01 paving @ town garage			
	1-7-10-05-45.15	Paving/blacktop					5,975.00	0.00	0.00
JOHNSONH	JOHNSON HARDWARE & RENT	806079		10/29/25	11/10/25	01 safety shoes - SB			
	1-7-10-40-18.00	Highway Uniforms/Boots					275.50	0.00	0.00
	806082			10/29/25	11/10/25	01 chain,bar,light tower			
	1-7-10-30-52.20	Small Tools and Equipment					562.89	0.00	0.00
	806083			10/29/25	11/10/25	01 safety shoes - RQ			
	1-7-10-40-18.00	Highway Uniforms/Boots					170.00	0.00	0.00
Total For JOHNSON HARDWARE & RENTAL							1,008.39	0.00	0.00
							=====	=====	=====
UNION DUE LABORERS' INTERNATIONAL	OCT 2025			10/31/25	10/31/25	01 monthly dues			
	1-2-00-05-10.41	Union Dues					150.50	0.00	0.00
MCCULLOUG	MCCULLOUGH CRUSHING INC	123621		10/20/25	11/19/25	01 28 ton 5/8"			
	1-7-10-20-55.00	Winter Sand/Salt					504.00	0.00	0.00
	123775			10/27/25	11/26/25	01 14 ton 5/8" mix			
	1-7-10-20-55.00	Winter Sand/Salt					252.00	0.00	0.00

11/06/25

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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

Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
-----							-----	-----	-----
Total For MCCULLOUGH CRUSHING INC							756.00	0.00	0.00
							=====	=====	=====
MILTONACE MILTON ACE HARDWARE		48479/4		10/16/25	10/31/25	01 supplies			
		1-7-05-36-63.00	GFD Equiq	Prshe/Repair			40.76	0.00	0.00
MRS MILTON RENTAL & SALES I		1-671476		10/20/25	11/22/25	01 scissor lift rental			
		1-7-10-30-52.25	Hwy Equipment	Rental			340.00	0.00	0.00
MURRAYS MURRAYS MOTORSPORTS LLC		2901		10/27/25	10/27/25	01 4 tire change			
		1-7-10-30-62.85	2020 GMC Sierra	Repairs			90.00	0.00	0.00
MYERS MYERS CONTAINER SERVICE		22569 102925		10/29/25	11/10/25	01 municipal trash			
		1-7-05-28-30.25	Fire & Rescue	Utilities			50.02	0.00	0.00
		1-7-05-28-30.30	Library	Utilities			50.02	0.00	0.00
		1-7-05-28-30.50	Town Hall	Utilities			50.02	0.00	0.00
		1-7-05-28-30.70	New Hwy Garage	Utilities			50.02	0.00	0.00
Invoice 22569 102925 Total							200.08	0.00	0.00
		23576 102925		10/29/25	11/10/25	01 municipal trash			
		1-7-05-28-30.20	Town Beach	Utilities			108.68	0.00	0.00
Total For MYERS CONTAINER SERVICE CORP							308.76	0.00	0.00
							=====	=====	=====
NECSI NATIONAL EVERGY CONTROL		05.06.25		11/03/25	11/03/25	01 reimbursement			
		1-6-00-05-00.20	Overweight Permit	Fees			10.00	0.00	0.00
NEMRC NEW ENGLAND MUN RESOURC		57986		11/01/25	11/01/25	01 12/18/25-12/17/26 cloud			
		1-7-05-20-44.07	Computer Software & Licen				1,115.76	0.00	0.00
		57998		11/01/25	11/01/25	01 CAMA disaster recovery			
		1-7-05-45-45.00	Assessor Software				620.90	0.00	0.00
Total For NEW ENGLAND MUN RESOURCE CTR LTD							1,736.66	0.00	0.00
							=====	=====	=====
NEDENT NORTHEAST DELTA DENTAL		NOV 2025		10/15/25	11/01/25	01 monthly premium			
		1-7-05-05-10.25	Gen Gov Insurance	Dental			39.79	0.00	0.00
		1-7-10-05-10.14	Highway Ins	Dental			123.63	0.00	0.00
		1-7-05-28-10.06	Public Works Ins.	Dental			51.13	0.00	0.00
		1-7-05-10-10.20	Clerks Office Ins.	Dental			44.05	0.00	0.00
		1-7-05-36-10.19	Fire & Rescue Ins.	Dental			39.79	0.00	0.00
		1-7-05-70-16.00	Library Dental Insurance				51.13	0.00	0.00
		1-2-00-05-10.35	Dental Withholding				225.84	0.00	0.00
		1-7-05-15-10.05	Treasurer Ins.	Dental			39.79	0.00	0.00
Invoice NOV 2025 Total							615.15	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
Georgia Treasurer

Vendor	Man/ DirPay	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
NWSWD	NW VT SOLID WASTE MGT D	28113		07/01/25	11/15/25	01	FY26 Municipal Assessment		
		1-7-30-95-00.85	NW Solid Waste				6,885.20	0.00	0.00
OBRIEN	O'BRIEN BED & BISCUIT D	101		10/16/25	11/01/25	01	boarding stray		
		1-7-05-32-27.00	Animal Control Expenses				420.00	0.00	0.00
R.R.CHARL	R R CHARLEBOIS INC	46521823		10/29/25	11/28/25	01	wheel guard, svc kit		
		1-7-05-36-63.05	GFD Truck/App Repairs				3,016.54	0.00	0.00
11239	ROWLEY	530206		10/29/25	11/03/25	01	520 gal #2 diesel		
		1-7-10-30-51.00	Fuels And Oils				1,612.00	0.00	0.00
9550	ROWLEY	09.24.25		09/24/25	09/29/25	01	114 gal unleaded		
		1-7-10-30-51.00	Fuels And Oils				348.57	0.00	0.00
		10.27.25		10/27/25	11/26/25	01	56.62 gal unleaded		
		1-7-10-30-51.00	Fuels And Oils				4.43	0.00	0.00
Total For ROWLEY							353.00	0.00	0.00
							=====	=====	=====
STITZEL	SP&F ATTORNEYS, P.C.	95949		10/27/25	11/26/25	01	Aug 2025 services		
		1-7-05-05-43.00	Legal Expenses				490.00	0.00	0.00
ACE	ST ALBANS ACE HARDWARE	113946/2		10/08/25	11/07/25	01	blowoff duster		
		1-7-05-36-63.00	GFD Equiq Prshe/Repair				39.96	0.00	0.00
OMG	ST ALBANS MESSENGER	420819		10/15/25	11/04/25	01	DRB Notice		
		1-7-05-20-25.00	Printing/Publishing				62.80	0.00	0.00
		422563		10/31/25	11/19/25	01	DRB Notice		
		1-7-05-20-25.00	Printing/Publishing				76.40	0.00	0.00
Total For ST ALBANS MESSENGER							139.20	0.00	0.00
							=====	=====	=====
SULLIVAN	SULLIVAN, POWERS & CO.	135015		09/30/25	10/30/25	01	final audit billing		
		1-7-05-05-51.00	Town Audit				2,514.00	0.00	0.00
TRACTOR	TRACTOR SUPPLY CREDIT P	-2749 103025		10/30/25	11/28/25	01	supplies		
		1-7-10-30-62.00	Hwy Parts & Supplies				115.97	0.00	0.00
UNIFIR	UNIFIRST CORPORATION	1080302945		10/22/25	11/21/25	01	uniforms 10.22.25		
		1-7-10-40-18.00	Highway Uniforms/Boots				146.52	0.00	0.00
		1080304001		10/28/25	11/27/25	01	town office mats		
		1-7-05-28-45.50	Town Hall Building Maint.				61.40	0.00	0.00
		1080304002		10/28/25	11/27/25	01	library mats		
		1-7-05-28-45.30	Library Building Maint.				48.29	0.00	0.00

11/06/25
07:34 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 11/28/25

Section 5. Item #B. 7
Georgia Treasurer

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

		1080304091		10/29/25	11/28/25	01	uniforms 10.29.25			
		1-7-10-40-18.00	Highway Uniforms/Boots					146.52	0.00	0.00
								-----	-----	-----
Total For UNIFIRST CORPORATION								402.73	0.00	0.00
								=====	=====	=====
KELLER V VALERIE KELLER		10.21.25		10/28/25	11/13/25	01	baby yoga			
		Z-7-05-70-52.33	VECF-BBF Grant Expenses					225.00	0.00	0.00
VTAWARDS VERMONT AWARDS & ENGRAV		92516		09/18/25	10/17/25	01	brass plates, etc			
		1-7-05-36-22.00	Fire & Rescue Supplies					48.75	0.00	0.00
VGS VERMONT GAS SYSTEMS INC		-5441 102825		10/28/25	11/22/25	01	fire station			
		1-7-05-28-30.25	Fire & Rescue Utilities					137.28	0.00	0.00
		-5994 102825		10/28/25	11/22/25	01	new garage			
		1-7-05-28-30.70	New Hwy Garage Utilities					260.30	0.00	0.00
		-7845 102825		10/28/25	11/22/25	01	town office			
		1-7-05-28-30.50	Town Hall Utilities					61.87	0.00	0.00
		-8090 102825		10/28/25	11/22/25	01	old garage			
		1-7-05-28-30.35	Old Hwy Garage Utilities					49.97	0.00	0.00
								-----	-----	-----
Total For VERMONT GAS SYSTEMS INC								509.42	0.00	0.00
								=====	=====	=====
VMERSDC VMERS DB		NOV 2025		10/31/25	10/31/25	01	monthly retirement			
		1-2-00-05-10.25	Retirement Withholding					15,588.88	0.00	0.00
WORKSAFE WORKSAFE		38747		10/22/25	11/21/25	01	signs			
		1-7-05-28-45.20	Town Beach Bldg. Maint					217.50	0.00	0.00
WRIGHT WRIGHT'S EXCAVATING, IN		25-215		10/27/25	11/26/25	01	winter sand			
		1-7-10-20-55.00	Winter Sand/Salt					8,347.00	0.00	0.00
								-----	-----	-----
Report Grand Total								151,762.59	0.00	0.00
								=====	=====	=====

Fund Totals	Expenditures	Dis-Encumbrance

1	151,309.59	0.00
Z	453.00	0.00

	151,762.59	0.00



Friends of Northern Lake Champlain_Mill River Road SE Project Update

From Josh Serpe <jserpe@friendsofnorthernlakechamplain.org>

Date Wed 10/8/2025 3:02 PM

To Georgia Town Administrator <administrator@townofgeorgia.com>

Cc Georgia Road Foreman <roadforeman@townofgeorgia.com>; Bridget Butler <bbutler@friendsofnorthernlakechamplain.org>

 1 attachment (5 MB)

Mill River SE Construction Contract_Signed_final.pdf;

Hi Stacy,

I'm reaching out to provide an update to the Town regarding the stormwater project located along Mill River Road.

Attached, you'll find the signed contract for your records. Please note that the bulk of the work is scheduled for completion by December 19th, 2025, with final completion anticipated by June 1st, 2026. Our engineer has indicated that the weather should not impede the completion of this project.

A few additional notes:

- The work is divided into two performance periods. The first will include the installation of the chambers and plunge pool —scheduled for Fall/Winter 2025— while the second—scheduled for spring 2026—will focus on regrading, repairing erosion matting, and reseeding as needed.
- I'll forward the insurance documentation from Poulin as soon as I receive it.
- I'll also coordinate with Todd once we schedule our construction kickoff in early November.

Please don't hesitate to reach out if you have any questions.

Thank you for your continued support of our work.

Best,
Josh



Josh Serpe—Project Manager
St. Albans, Vermont
Friendsofnorthernlakechamplain.org
Cell: 845-803-2546

Mill River Road SE Stormwater Improvement Plan
Invitation to Bid/Request for Proposals/Instructions to Bidders
August 13, 2025
Page 5 of 6

K. PRICE COST PROPOSAL FORM

Date: 9/4/25

Project: Mill River Road SE Stormwater Improvement Plan

To: Friends of Northern Lake Champlain

From: Poulin Companies LLC
(Insert Name of CONTRACTOR)

In compliance with your RFP, the undersigned Contractor proposes to provide all services and supplies necessary for the management of this Project, in accordance with the **Invitation to Bid/RFP/Instructions to Bidders dated August 13, 2025** including any Amendments noted below, as prepared by the Owner for the consideration of the following amount:

PART

A. The Contractor agrees by signing this proposal to enter into a contract with the Owner and agrees pricing will be determined based on the following pricing plus direct construction costs with no further markup.

Mobilization, EPSC

Part A1 = Two thousand two hundred fifty dollars (\$ 2,250.00).

Plunge Pool, Culvert Outlet Stabilization, MC-3500 Stormwater Infiltration Chamber System

Part A2 = Forty three thousand dollars (\$ 43,000.00).

Total Project Costs (Parts A1 + A2):

Total = Forty five thousand two hundred fifty dollars (\$ 45,250.00).

The prices offered above are for Contractor services and shall include all supervision, labor salaries, benefits, bonuses, home office and field overhead, office support and management, including materials, equipment, mobilization and relocation costs, supplies, and profit, for successful performance of all specified services and work, including the services and work performed by the Contractor's core staff, the Contractor's other employees, and the Contractor's consultants and subcontractors. Contractor's prices are to include all services. The prices shall remain in effect during the entire performance period.

PART B. The undersigned understands that work shall be completed by December 2025. This estimated construction schedule duration will be finalized by the Contractor and the Owner at the time of contract award.

Mill River Road SE Stormwater Improvement Plan
Invitation to Bid/Request for Proposals/Instructions to Bidders
August 13, 2025
Page 6 of 6

Acknowledgment is made of receipt of the following Amendments:
Karrie Garvey's email 8/26/25
Karrie Garvey's email 9/2/25

This form, its completion by the Contractor, and its use by the Owner shall not give rise to any liability on the part of the FNLC to the Contractor or any third party or person. By submitting and signing this RFP, the undersigned certifies that this firm/entity is not currently barred from bidding on contracts, that this firm/entity is not a part of any firm or entity that is currently barred from bidding on contracts, that the firm name given below is the true and complete name of the firm/entity and authorized to transact business and perform all work included in the scope of this RFP. In addition, the undersigned certifies that the firm/entity for which he is signing has thoroughly reviewed all aspects of this RFP, and that all information, data, and representations made by the undersigned and the firm/entity for whom he signs are true, are complete and accurate, and that the entity for which he signs will, upon award of the contract, execute and complete a contract with FNLC on the terms set forth herein, unless changed and agreed to in writing by The FNLC.

PART C. SIGNATURE PAGE

Contractor: Poulin Companies LLC
By: Nicola Smith
Typed name
Business Manager
Title

Nicola Smith
Signature
(802) 557-7312
Telephone

Friends of Northern Lake Champlain
By: Dr Kent E Henderson
Typed name
Board Chair
Title

(Sept 17 2025)
[Signature]
Signature
802-373-1998
Telephone

PROJECT SUBSTANTIALLY COMPLETE BY DEC. 19, 2025. FINAL COMPLETION NO LATER THAN JUNE 1, 2026 OR AT THE TIME OF FULL VEGETATIVE ESTABLISHMENT. PROJECT TO BE INVOICED FOR FULL AMOUNT LESS \$2,000 AFTER APPROVAL OF SUBSTANTIAL COMPLETION. FINAL \$2,000 TO BE PAID AFTER FINAL VEGETATIVE ESTABLISHMENT.

BID BOND
Document A310™ – 2010
Conforms with The American Institute of Architects AIA Document 310

CONTRACTOR:
(Name, legal status and address)
Poulin Companies, LLC
431 Pine Street
Burlington, VT 05401

SURETY:
(Name, legal status and principal place of business)
Old Republic Insurance Company
631 Excel Drive, Suite 200
Mt. Pleasant, PA 15666

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
Friends of Northern Lake Champlain
St. Albans, VT 05478

BOND AMOUNT: \$ Five Percent of the Attached bid (5%)

PROJECT:
(Name, location or address, and Project number, if any)
Mill River Road SE Stormwater Improvement Plan - Mill River Road, Georgia, VT 05478

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 5th day of September, 2025

Nicola Smith
(Witness) Nicola Smith, Business Manager

Poulin Companies, LLC
(Principal) (Seal)

Connor Poulin
(Title) Connor Poulin, President

Old Republic Insurance Company
(Surety)

Robin W. Faraone
(Title) Robin W. Faraone, Attorney-in-Fact



SDerenzo
(Witness) Samantha Derenzo, Surety Bond Administrator



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania stock insurance corporation, does make, constitute and appoint:

BRIAN J. AITCHISON, PETER RICKER, ROBIN W. FARAONE, IAN SUTHERLAND,

RYAN LEE, JOANNE VANDYK of BURLINGTON, VT

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC INSURANCE COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a meeting held on December 10, 2019. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC INSURANCE COMPANY on December 10, 2019.

RESOLVED FURTHER, that the chairman, president or any vice president of the Company's surety division, in conjunction with the secretary or any assistant secretary of the Company, be and hereby are authorized and directed to execute and deliver, to such persons as such officers of the Company may deem appropriate, Powers of Attorney in the form presented to and attached to the minutes of this meeting, authorizing such persons to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds, other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and not guaranty bonds. The said officers may revoke any Power of Attorney previously granted to any such person.

RESOLVED FURTHER that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by chairmen, president or any vice president of the Company's surety division and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by a duly authorized Attorney-in-Fact and sealed with the seal of the Company (if a seal be required).

RESOLVED FURTHER, that the signature of any officer designated above, and the seal of the Company, may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC INSURANCE COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 23rd day of February, 2024.

Karen J. Haffner
Assistant Secretary



OLD REPUBLIC INSURANCE COMPANY

Alan Pavlic
Vice President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 23rd day of February, 2024, personally came before me, Alan Pavlic and Karen J. Haffner, to me known to be the individuals and officers of the OLD REPUBLIC INSURANCE COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said organization.



Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2026

CERTIFICATE

(Expiration of notary's commission does not invalidate this instrument)

I, the undersigned, assistant secretary of the OLD REPUBLIC INSURANCE COMPANY, a Pennsylvania corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



95-0120

ORSC 11008 (6-93)

HICKOK & BOARDMAN INS

Signed and sealed at the City of Brookfield, WI this 5th day of September, 2025.

Karen J. Haffner
Assistant Secretary



ADVANCED DRAINAGE SYSTEMS, INC.

MILL RIVER ROAD
GEORGIA, VT



MC-3500 STORMTECH CHAMBER SPECIFICATIONS

1. CHAMBERS SHALL BE STORMTECH MC-3500.
2. CHAMBERS SHALL BE ARCH-SHAPED AND SHALL BE MANUFACTURED FROM VIRGIN, IMPACT-MODIFIED POLYPROPYLENE COPOLYMERS.
3. CHAMBERS SHALL MEET THE REQUIREMENTS OF ASTM F2118-16, "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS" CHAMBER CLASSIFICATION 15.076 DESIGNATION SS.
4. CHAMBER ROWS SHALL PROVIDE CONTINUOUS, UNOBSTRUCTED INTERNAL SPACE WITH NO INTERNAL SUPPORTS THAT WOULD IMPED FLOW OR LIMIT ACCESS FOR INSPECTION.
5. THE STRUCTURAL DESIGN OF THE CHAMBERS, THE STRUCTURAL BACKFILL, AND THE INSTALLATION REQUIREMENTS SHALL ENSURE THE CHAMBERS WILL BE ABLE TO WITHSTAND THE FOLLOWING LOADS: 1) INSTANTANEOUS (1 MIN) AASHTO DESIGN TRUCK LIVE LOAD ON MINIMUM COVER 2) LONG-TERM PERMANENT (75-YR) COVER LOAD AND 3) ALLOWABLE COVER WITH PARALLEL (1-WEEK) AASHTO DESIGN TRUCK FOR IMPACT AND MULTIPLE VEHICLE PRESENCE.
6. CHAMBERS SHALL BE DESIGNED, TESTED AND ALLOWABLE LOAD CONFIGURATIONS DETERMINED IN ACCORDANCE WITH ASTM F2118, "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS". LOAD CONFIGURATIONS SHALL INCLUDE: 1) INSTANTANEOUS (1 MIN) AASHTO DESIGN TRUCK LIVE LOAD ON MINIMUM COVER 2) MAXIMUM PERMANENT (75-YR) COVER LOAD AND 3) ALLOWABLE COVER WITH PARALLEL (1-WEEK) AASHTO DESIGN TRUCK.
7. REQUIREMENTS FOR HANDLING AND INSTALLATION:
 - TO MAINTAIN THE WIDTH OF CHAMBERS DURING SHIPPING AND HANDLING, CHAMBERS SHALL HAVE INTEGRAL INTERLOCKING STACKING LUGS.
 - TO ENSURE A SECURE JOINT DURING INSTALLATION AND BACKFILL, THE HEIGHT OF THE CHAMBER JOINT SHALL NOT BE LESS THAN 3".
 - TO ENSURE THE INTEGRITY OF THE ARCH SHAPE DURING INSTALLATION, #) THE ARCH STIFFNESS CONSTANT AS DEFINED IN SECTION 6.2.3 OF ASTM F2118 SHALL BE GREATER THAN OR EQUAL TO 500 LB-IN/INCH AND 9) TO RESIST CHAMBER DEFORMATION UNDER PERMANENT LOADS, CHAMBERS SHALL BE PRODUCED FROM REFLECTIVE GOLD OR YELLOW COLORS.
8. ONLY CHAMBERS THAT ARE APPROVED BY THE SITE DESIGN ENGINEER WILL BE ALLOWED. UPON REQUEST BY THE SITE DESIGN ENGINEER OR OWNER, THE CHAMBER MANUFACTURER SHALL SUBMIT A STRUCTURAL EVALUATION FOR APPROVAL BEFORE DELIVERING CHAMBERS TO THE PROJECT SITE AS FOLLOWS:
 - THE STRUCTURAL EVALUATION SHALL BE SEALED BY A REGISTERED PROFESSIONAL ENGINEER.
 - THE STRUCTURAL EVALUATION SHALL BE TESTED BY AN INDEPENDENT TESTING AGENCY TO VERIFY THAT THE CHAMBERS MEET OR EXCEED THE DESIGN SPECIFICATIONS FOR THERMOPLASTIC PIPE.
 - THE TEST DERIVED CREEP MODULUS AS SPECIFIED IN ASTM F2118 SHALL BE USED FOR PERMANENT DEAD LOAD DESIGN EXCEPT THAT IT SHALL BE THE 75-YEAR MODULUS USED FOR DESIGN.
9. CHAMBERS AND END CAPS SHALL BE PRODUCED AT AN ISO 9001 CERTIFIED MANUFACTURING FACILITY.

©2018 ASIS, INC.

IMPORTANT - NOTES FOR THE BIDDING AND INSTALLATION OF MC-3500 CHAMBER SYSTEM

1. STORMTECH MC-3500 CHAMBERS SHALL NOT BE INSTALLED UNTIL THE MANUFACTURER'S REPRESENTATIVE HAS COMPLETED A PRE-CONSTRUCTION MEETING WITH THE INSTALLERS.
2. STORMTECH MC-3500 CHAMBERS SHALL BE INSTALLED IN ACCORDANCE WITH THE "STORMTECH MC-3500/MC-4500 CONSTRUCTION GUIDE".
3. CHAMBERS ARE NOT TO BE BACKFILLED WITH A DOZER OR AN EXCAVATOR SITUATED OVER THE CHAMBERS.
 - STORMTECH RECOMMENDS 3 BACKFILL METHODS:
 - BACKFILLING WITH A DOZER OR EXCAVATOR ON THE FOUNDATION STONE OR SUBGRADE.
 - BACKFILLING WITH A DOZER OR EXCAVATOR ON THE FOUNDATION STONE OR SUBGRADE.
 - BACKFILLING FROM OUTSIDE THE EXCAVATION USING A LONG BOOM HOE OR EXCAVATOR.
4. THE FOUNDATION STONE SHALL BE LEVELED AND COMPACTED PRIOR TO PLACING CHAMBERS.
5. JOINTS BETWEEN CHAMBERS SHALL BE PROPERLY SEATED PRIOR TO PLACING STONE.
6. MAINTAIN MINIMUM 5' SPACING BETWEEN THE CHAMBER ROWS.
7. INLET AND OUTLET MANIFOLDS MUST BE INSERTED A MINIMUM OF 12" (300 mm) INTO CHAMBER END CAPS.
 - NO RUBBER TIED LOADER, DUMP TRUCK, OR EXCAVATORS ARE ALLOWED UNTIL PROPER FILL DEPTHS ARE REACHED IN ACCORDANCE WITH THE "STORMTECH MC-3500/MC-4500 CONSTRUCTION GUIDE".
8. EMBEDMENT STONE SURROUNDING CHAMBERS MUST BE A CLEAN, CRUSHED, ANGULAR STONE MEETING THE AASHTO M33 DESIGNATION OF #3 OR #4.
9. STONE MUST BE PLACED ON THE TOP CENTER OF THE CHAMBER TO ANCHOR THE CHAMBERS IN PLACE AND PRESERVE ROW SPACING.
10. THE CONTRACTOR MUST REPORT ANY DISCREPANCIES WITH CHAMBER FOUNDATION MATERIALS BEARING CAPACITIES TO THE SITE DESIGN ENGINEER.
11. ADS RECOMMENDS THE USE OF "FLEXSTORM CATCH IT" INSERTS DURING CONSTRUCTION FOR ALL INLETS TO PROTECT THE SUBSURFACE STORMWATER MANAGEMENT SYSTEM FROM CONSTRUCTION SITE RUNOFF.

NOTES FOR CONSTRUCTION EQUIPMENT

1. STORMTECH MC-3500 CHAMBERS SHALL BE INSTALLED IN ACCORDANCE WITH THE "STORMTECH MC-3500/MC-4500 CONSTRUCTION GUIDE".
 2. THE USE OF EQUIPMENT OVER MC-3500 CHAMBERS IS LIMITED:
 - NO EQUIPMENT IS ALLOWED ON BARE CHAMBERS.
 - NO RUBBER TIED LOADER, DUMP TRUCK, OR EXCAVATORS ARE ALLOWED UNTIL PROPER FILL DEPTHS ARE REACHED IN ACCORDANCE WITH THE "STORMTECH MC-3500/MC-4500 CONSTRUCTION GUIDE".
 - WEIGHT LIMITS FOR CONSTRUCTION EQUIPMENT CAN BE FOUND IN THE "STORMTECH MC-3500/MC-4500 CONSTRUCTION GUIDE".
 3. FULL 36" (900 mm) OF STABILIZED COVER MATERIALS OVER THE CHAMBERS IS REQUIRED FOR DUMP TRUCK TRAVEL OR DUMPING.
- USE OF A DOZER TO PUSH EMBEDMENT STONE BETWEEN THE ROWS OF CHAMBERS MAY CAUSE DAMAGE TO CHAMBERS AND IS NOT AN ACCEPTABLE BACKFILL METHOD. ANY CHAMBERS DAMAGED BY USING THE "DUMP AND PUSH" METHOD ARE NOT COVERED UNDER THE STORMTECH STANDARD WARRANTY.

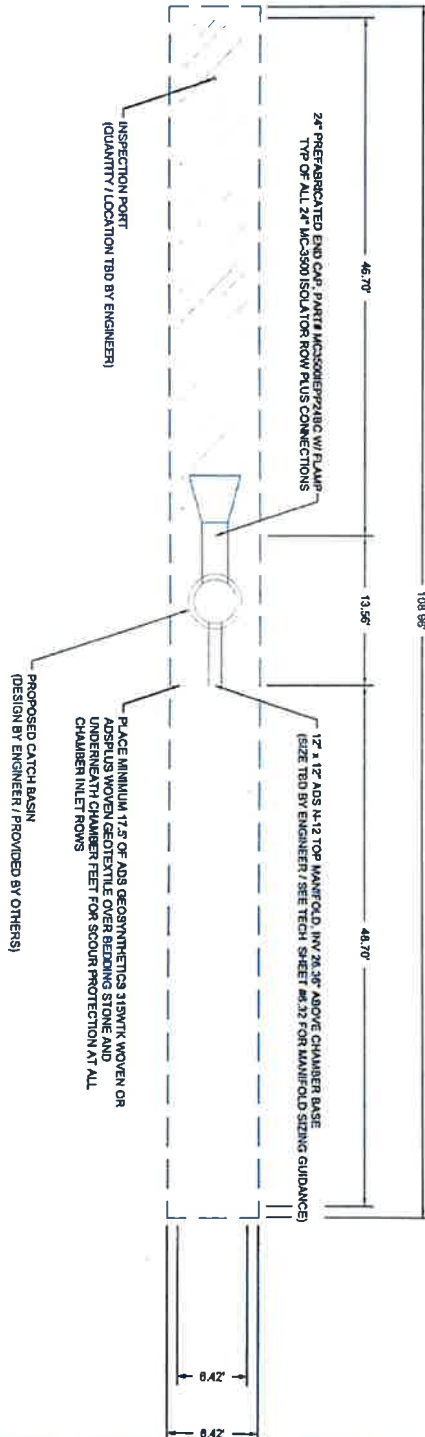
CONTACT STORMTECH AT 1-888-482-2694 WITH ANY QUESTIONS ON INSTALLATION REQUIREMENTS OR WEIGHT LIMITS FOR CONSTRUCTION EQUIPMENT.

CONCEPTUAL LAYOUT

12" STORMTECH MC-3000 CHAMBERS
(4) STORMTECH MC-3000 CHAMBERS
INSTALLED WITH 12" COVER STONE. 1" BASE STONE. 40% STONE VOID
AREA OF SYSTEM: 917 FT²
PERIMETER OF SYSTEM: 235 FT

PROPOSED ELEVATIONS

MAXIMUM ALLOWABLE GRADE (TOP OF PAVEMENT/PAVED): 183.00
MINIMUM ALLOWABLE GRADE (UNPAVED WITH TRAFFIC): 177.00
MINIMUM ALLOWABLE GRADE (UNPAVED NO TRAFFIC): 178.50
MINIMUM ALLOWABLE GRADE (BASE OF FLEXIBLE PAVEMENT): 178.50
MINIMUM ALLOWABLE GRADE (TOP OF RIGID CONCRETE PAVEMENT): 176.50
TOP OF STONE: 178.00
TOP OF CHAMBER: 178.00
12" TOP CONNECTION INVERT: 173.42
24" BOTTOM (ISOLATOR ROW PLUS) CONNECTION INVERT: 171.25
BOTTOM OF CHAMBER: 170.50
BOTTOM OF STONE: 170.50



4DS ADVANCED DRAINAGE SYSTEMS, INC. 4645 TRUEMAN BLVD HILLIARD, OH 43028 1-800-733-7473	StormTech DIVERSIFIED STORMWATER CONTROL 70 ENWOOD ROAD, SUITE 3 ROCKY HILL CT 06067 860-429-4100 860-429-0804 WWW.STORMTECH.COM	REV 01/06/2024 AC 01/06/2024 AC	DRW AC AC	CHK AC AC	DESCRIPTION REVISED PER ENGINEER'S PLAN REVISED PER ENGINEER'S PLAN	MILL RIVER ROAD GEORGIA, VT
		DATE: 11/16/2023 PROJECT #: - DRAWN: AC CHECKED: -				

NOT TO SCALE

2 OF 5

THIS DRAWING HAS BEEN PREPARED BASED ON INFORMATION PROVIDED TO ADS UNDER THE DIRECTION OF THE SITE DESIGN ENGINEER OR OTHER PROJECT REPRESENTATIVE. THE SITE DESIGN ENGINEER SHALL REVIEW THIS DRAWING PRIOR TO CONSTRUCTION. IT IS THE ULTIMATE RESPONSIBILITY OF THE SITE DESIGN ENGINEER TO ENSURE THAT THE PROJECT IS DESIGNED AND ALL ASSOCIATED DETAILS MEET ALL APPLICABLE LAWS, REGULATIONS, AND PROJECT REQUIREMENTS.

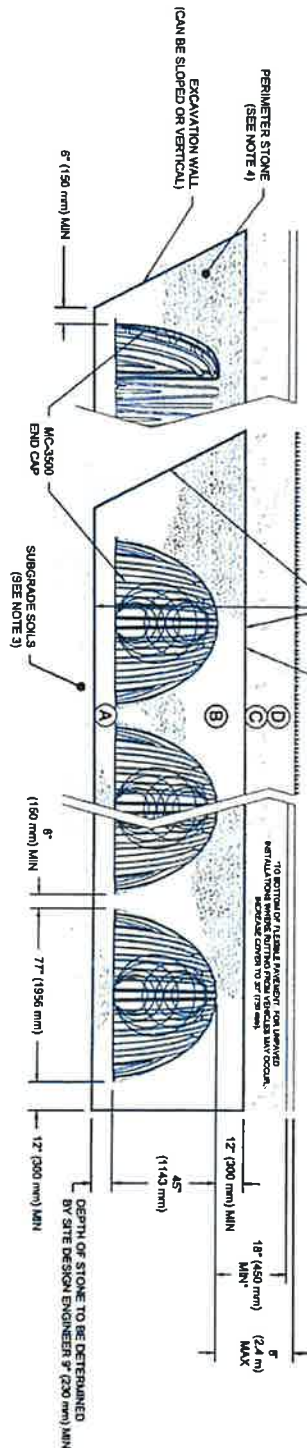
ACCEPTABLE FILL MATERIALS: STORMTECH MC-3500 CHAMBER SYSTEMS

MATERIAL LOCATION	DESCRIPTION	ASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
D	FINAL FILL: FILL MATERIAL FOR LAYER 'D' STARTS FROM THE TOP OF THE 'C' LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE THAT PAVEMENT SUBGRADE MAY BE PART OF THE 'D' LAYER.	NA	PREPARE PER SITE DESIGN ENGINEER'S PLANS. PAVED INSTALLATIONS MAY HAVE STRINGENT MATERIAL AND PREPARATION REQUIREMENTS.
C	INITIAL FILL: FILL MATERIAL FOR LAYER 'C' STARTS FROM THE TOP OF THE EXEMPTION STONE (B LAYER) TO 24" (600 mm) ABOVE THE TOP OF THE CHAMBER. NOTE THAT PAVEMENT SUBGRADE MAY BE A PART OF THE 'C' LAYER.	ASHTO M4.5 A-1, A-2.4, A-3 OR ASHTO M4.1	BEGIN COMPACTIONS AFTER 24" (600 mm) OF MATERIAL OVER THE CHAMBERS IS REACHED. COMPACT ADDITIONAL LAYERS IN 12" (300 mm) MAX. LIFTS TO A MIN. 80% PROCTOR DENSITY FOR WELL GRADED MATERIAL AND 80% RELATIVE DENSITY FOR PROCESSED AGGREGATE MATERIALS.
B	EXEMPTION STONE: FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE (A LAYER) TO THE 'C' LAYER ABOVE.	ASHTO M4.3 3, 4	NO COMPACTION REQUIRED.
A	FOUNDATION STONE: FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	ASHTO M4.3 3, 4	PLATE COMPACT OR ROLL TO ACHIEVE A FLAT SURFACE 23

PLEASE NOTE:

- THE LISTED ASHTO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR, FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE "CLEAN, CRUSHED, ANGULAR NO. 4 (ASHTO M4.3) STONE".
- STANDARD COMPACTION REQUIREMENTS ARE MET FOR A LOCATION MATERIALS WHEN PLACED AND COMPACTED IN 8" (200 mm) (MAX) LIFTS USING TWO FULL COVERS WITH A VIBRATORY COMPACTOR.
- COMPACTED MATERIALS MAY BE COMPACTIONED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS, A FLAT SURFACE MAY BE ACHIEVED BY RAINING OR DRAGGING WITHOUT COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH FOR COMPACTION REQUIREMENTS.
- ONCE LAYER 'C' IS PLACED, ANY SOL MATERIAL CAN BE PLACED IN LAYER 'D' UP TO THE FINISHED GRADE. MOST PAVEMENT SUBGRADE SOILS CAN BE USED TO REPLACE THE MATERIAL. REQUIREMENTS OF LAYER 'C' OR 'D' AT THE SITE DESIGN ENGINEER'S DISCRETION.

ADS GEOSYNTHETICS 8011 NONWOVEN GEOTEXTILE ALL AROUND CLEAN, CRUSHED, ANGULAR STONE IN A & B LAYERS.



NOTES:

- CHAMBERS SHALL MEET THE REQUIREMENTS OF ASTM F2418-16a, STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS. CHAMBER CLASSIFICATION 45/78 DESIGNATION SS.
- MC-3500 CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2727, STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS.
- THE SITE DESIGN ENGINEER IS RESPONSIBLE FOR ASSESSING THE RELATIVE BEARING CAPACITY OF THE SUBGRADE SOILS AND THE DEPTH OF FOUNDATION STONE WITH CONSIDERATION FOR THE RANGE OF EXPECTED SOIL MOISTURE CONDITIONS.
- PERIMETER STONE MUST BE EXTENDED HORIZONTALLY TO THE EXCAVATION WALL FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS.
- REQUIREMENTS FOR HANDLING AND INSTALLATION:
 - TO MAINTAIN THE WIDTH OF CHAMBERS DURING SHIPPING AND HANDLING, CHAMBERS SHALL HAVE INTEGRAL, INTERLOCKING STACKING LUGS.
 - TO ENSURE A SECURE JOINT DURING INSTALLATION AND BACKFILL, THE HEIGHT OF THE CHAMBER JOINT SHALL NOT BE LESS THAN 1".
 - TO ENSURE THE INTEGRITY OF THE ARCH SHAPE DURING INSTALLATION, A) THE ARCH STRESS CONSTANT AS DEFINED IN SECTION 8.2.8 OF ASTM F2418 SHALL BE GREATER THAN OR EQUAL TO 500 LB/SQ IN. AND B) TO RESIST CHAMBER DEFORMATION DURING INSTALLATION AT ELEVATED TEMPERATURES (ABOVE 73° F / 23° C), CHAMBERS SHALL BE PRODUCED FROM REFLECTIVE GOLD OR YELLOW COLORS.

3 OF 5



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1-800-733-7473



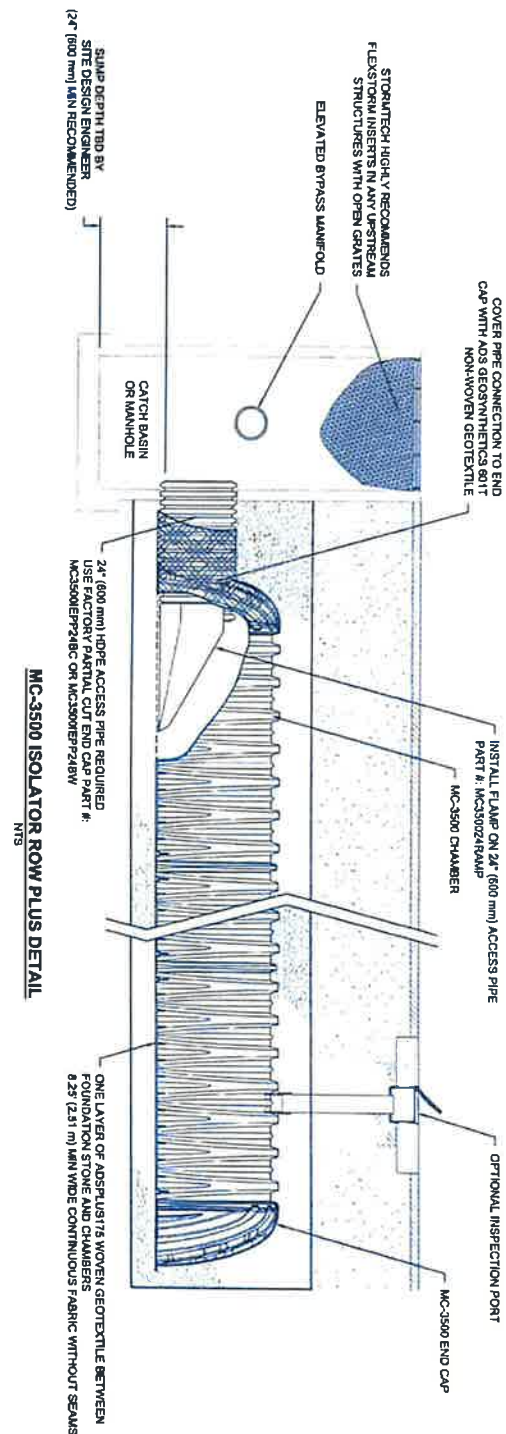
71 WOOD ROAD, SUITE 3 | ROCKY HILL, CT | 06067
860-426-8188 | 860-426-2888 | WWW.STORMTECH.COM

REV	DRW	CHK	DESCRIPTION
01/06/2024	AC		REVISED PER ENGINEER'S PLAN
05/24/2023	AC		REVISED PER ENGINEER'S PLAN

MILL RIVER ROAD
GEORGIA, VT

DATE: 11/18/2023 DRAWN: AC
PROJECT #: - CHECKED: -

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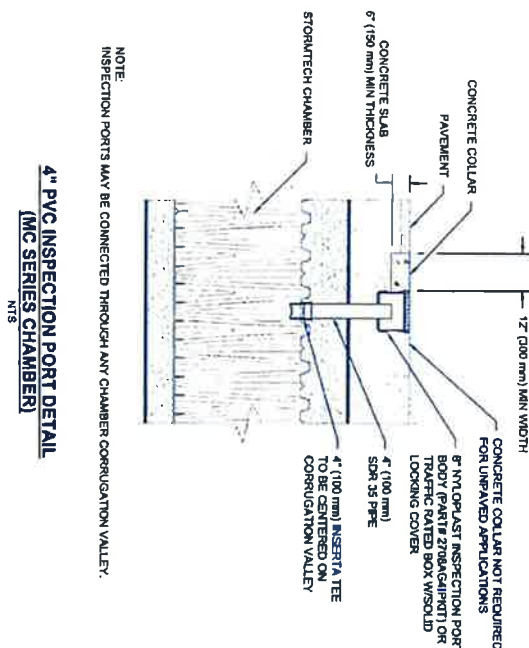


INSPECTION & MAINTENANCE

- STEP 1)**
- INSPECT ISOLATOR ROW FOR SEDIMENT**
- A. INSPECTION PORTS (IF PRESENT)
 - A.1. REMOVE OPEN LID ON HYDROLAST INLINE DRAIN
 - A.2. REMOVE AND CLEAN FLOWMETER FILTER IF INSTALLED
 - A.3. REMOVE AND CLEAN FLOWMETER FILTER IF INSTALLED
 - A.4. LOWER CAMERA INTO ISOLATOR ROW FOR VISUAL INSPECTION OF SEDIMENT LEVELS (OPTIONAL)
 - A.5. IF SEDIMENT IS 1" OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.
- B. ALL ISOLATOR ROWS**
- B.1. REMOVE COVER FROM STRUCTURE AT UPSTREAM END OF ISOLATOR ROW
 - B.2. USE A FLASHLIGHT, INSPECT DOWN THE ISOLATOR ROW THROUGH OUTLET PIPE
 - B.3. IF SEDIMENT IS 1" OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.
- IF SEDIMENT IS 1" OR ABOVE, 3" (80 mm) PROCEED TO STEP 2. IF NOT, PROCEED TO STEP 3.**
- STEP 2)**
- CLEAN OUT ISOLATOR ROW USING THE JETVAC PROCESS**
- A. FISHED CULTURE CLEANING NOZZLE WITH REAR FACING SPREAD OF 45° (1 m) OR MORE IS PREFERRED
 - B. APPLY MULTIPLE PASSES OF JETVAC UNTIL BACKWASH WATER IS CLEAN
 - C. VACUUM STRUCTURE SLUMP AS REQUIRED
- STEP 3)**
- REPLACE ALL COVERS, GRATES, FILTERS, AND LIDS; RECORD OBSERVATIONS AND ACTIONS.**
- STEP 4)**
- INSPECT AND CLEAN BASINS AND MANHOLES UPSTREAM OF THE STORMTECH SYSTEM.**

NOTES

1. INSPECT EVERY 6 MONTHS DURING THE FIRST YEAR OF OPERATION, ADJUST THE INSPECTION INTERVAL BASED ON PREVIOUS OBSERVATIONS OF SEDIMENT ACCUMULATION AND HIGH WATER ELEVATIONS.
2. CONDUCT JETTING AND VACTORING ANNUALLY OR WHEN INSPECTION SHOWS THAT MAINTENANCE IS NECESSARY.



REV	DRW	CHK	DESCRIPTION
01/06/2024	AC		REVISED PER ENGINEER'S PLAN
10/24/2019	AC		REVISED PER ENGINEER'S PLAN

MILL RIVER ROAD
GEORGIA, VT

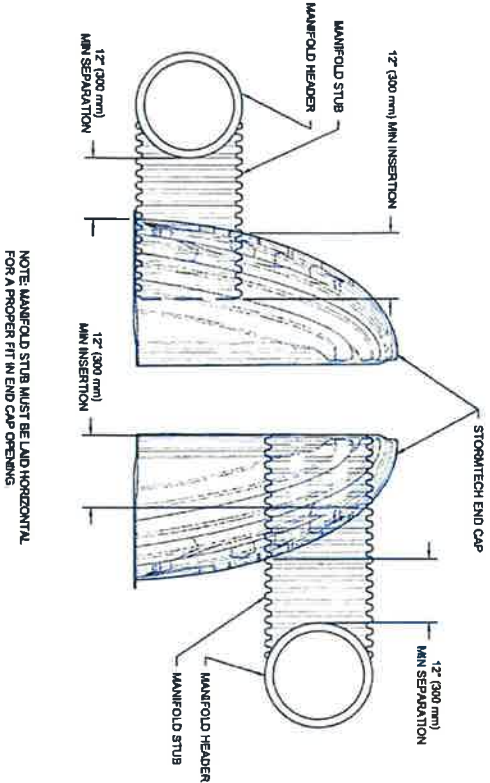
DATE	11/16/2023	DRAWN	A
PROJECT #		CHECKED	

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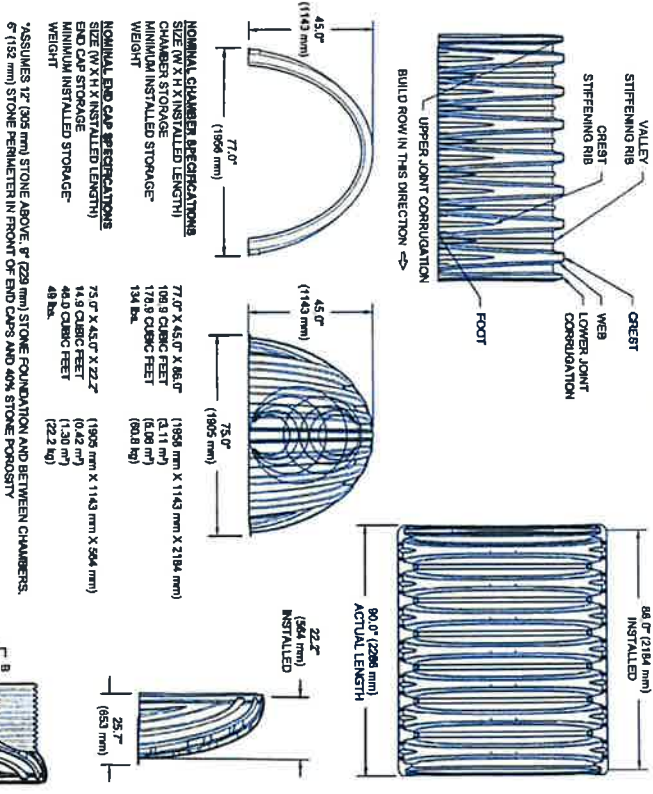
INTENTIONALLY
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MC-SERIES END CAP INSERTION DETAIL
NTS



NOTE: MANFOLD STUB MUST BE LAID HORIZONTAL
FOR A PROPER FIT IN END CAP OPENING.

MC-3500 TECHNICAL SPECIFICATION
NTS



PART #		STUB	B	C
MC3500EP106T		6" (150 mm)	33.31" (844 mm)	—
MC3500EP106B		6" (150 mm)	31.10" (781 mm)	0.09" (1 mm)
MC3500EP106B		6" (150 mm)	31.10" (781 mm)	0.09" (1 mm)
MC3500EP107		10" (250 mm)	29.04" (730 mm)	0.01" (2 mm)
MC3500EP108		10" (250 mm)	28.36" (717 mm)	0.03" (2 mm)
MC3500EP127		12" (300 mm)	28.36" (717 mm)	—
MC3500EP129		12" (300 mm)	22.38" (564 mm)	1.35" (34 mm)
MC3500EP157		15" (375 mm)	22.38" (564 mm)	1.50" (38 mm)
MC3500EP187C		18" (450 mm)	20.00" (508 mm)	—
MC3500EP187W		18" (450 mm)	20.00" (508 mm)	1.77" (45 mm)
MC3500EP241C		24" (600 mm)	14.48" (368 mm)	—
MC3500EP241C		24" (600 mm)	14.48" (368 mm)	2.06" (52 mm)
MC3500EP241W		24" (600 mm)	14.48" (368 mm)	2.75" (70 mm)

NOTE: ALL DIMENSIONS ARE NOMINAL.

STUBS AT BOTTOM OF END CAP FOR PART NUMBERS ENDING WITH "B"
STUBS AT TOP OF END CAP FOR PART NUMBERS ENDING WITH "C"
END CAPS WITH A WELDED CROWN PLATE END WITH "C"
END CAPS WITH A PREFABRICATED WELDED STUB END WITH "W"

CUSTOM PRECUT INVERTS ARE
AVAILABLE UPON REQUEST.
INVERTED MANIFOLDS INCLUDE
12-24" (300-600 mm) SIZE ON SIZE
AND 18-24" (450-600 mm) SIZE ON SIZE
RECOMMENDED MANIFOLD: CUSTOM
RECOMMENDED MANIFOLD: CUSTOM
END CAP CUT IN THE FIELD IS NOT
RECOMMENDED FOR PIPE SIZES
GREATER THAN 12" (300 mm). THE
INVERT LOCATION IN COLUMN "B"
ARE THE HIGHEST POSSIBLE FOR
THE PIPE SIZE.

ADS
ADVANCED DRAINAGE SYSTEMS, INC.

4640 TRUEMAN BLVD
HILLIARD, OH 43028
1-800-733-7473

StormTech
CORPORATION

78 MANCOW ROAD, SUITE 3 | MOODY, IL 61055
848-628-1118 | 848-628-2064 | WWW.STORMTECH.COM

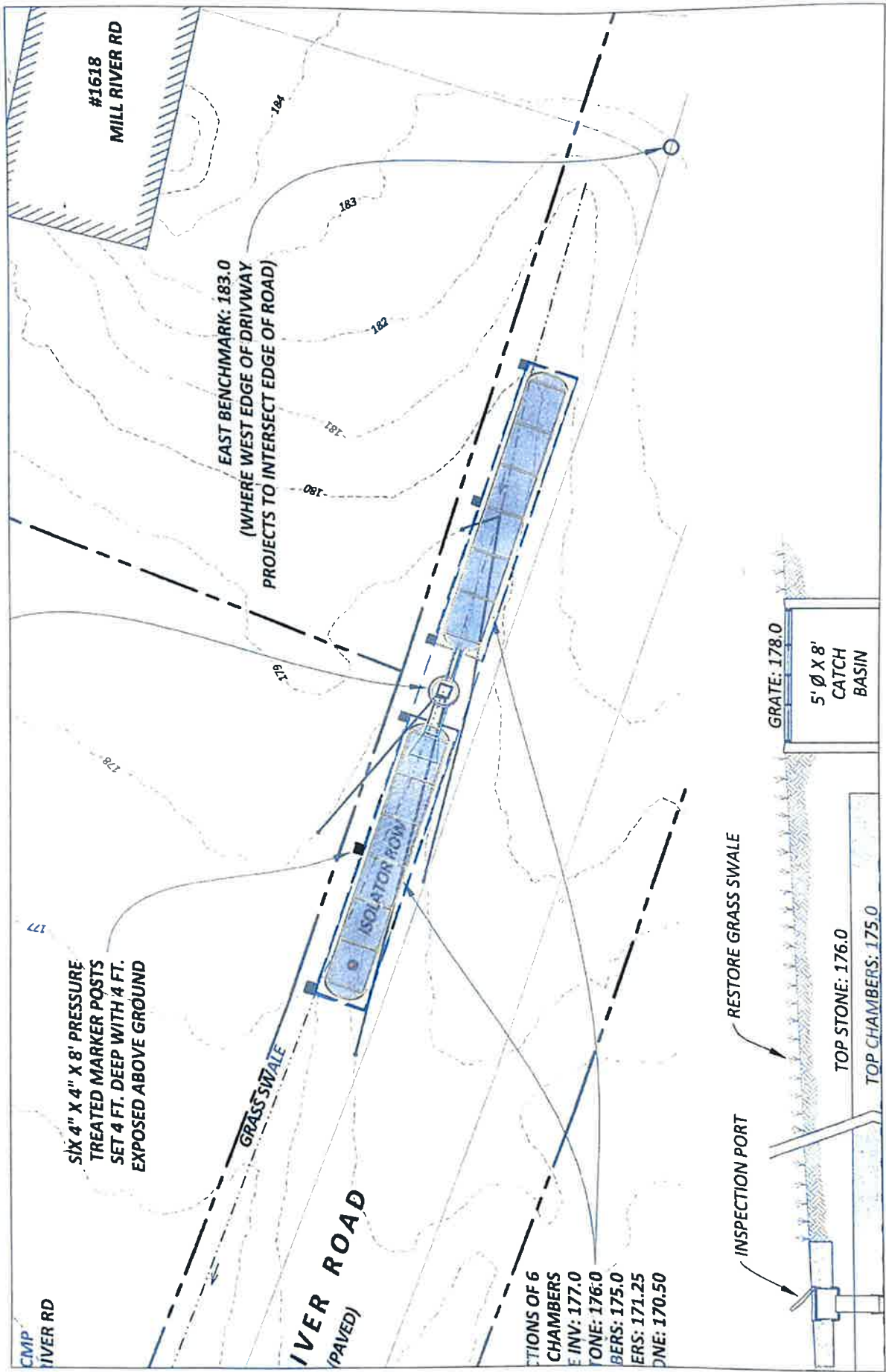
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09/24/2025	AC		REVISED PER ENGINEER'S PLAN

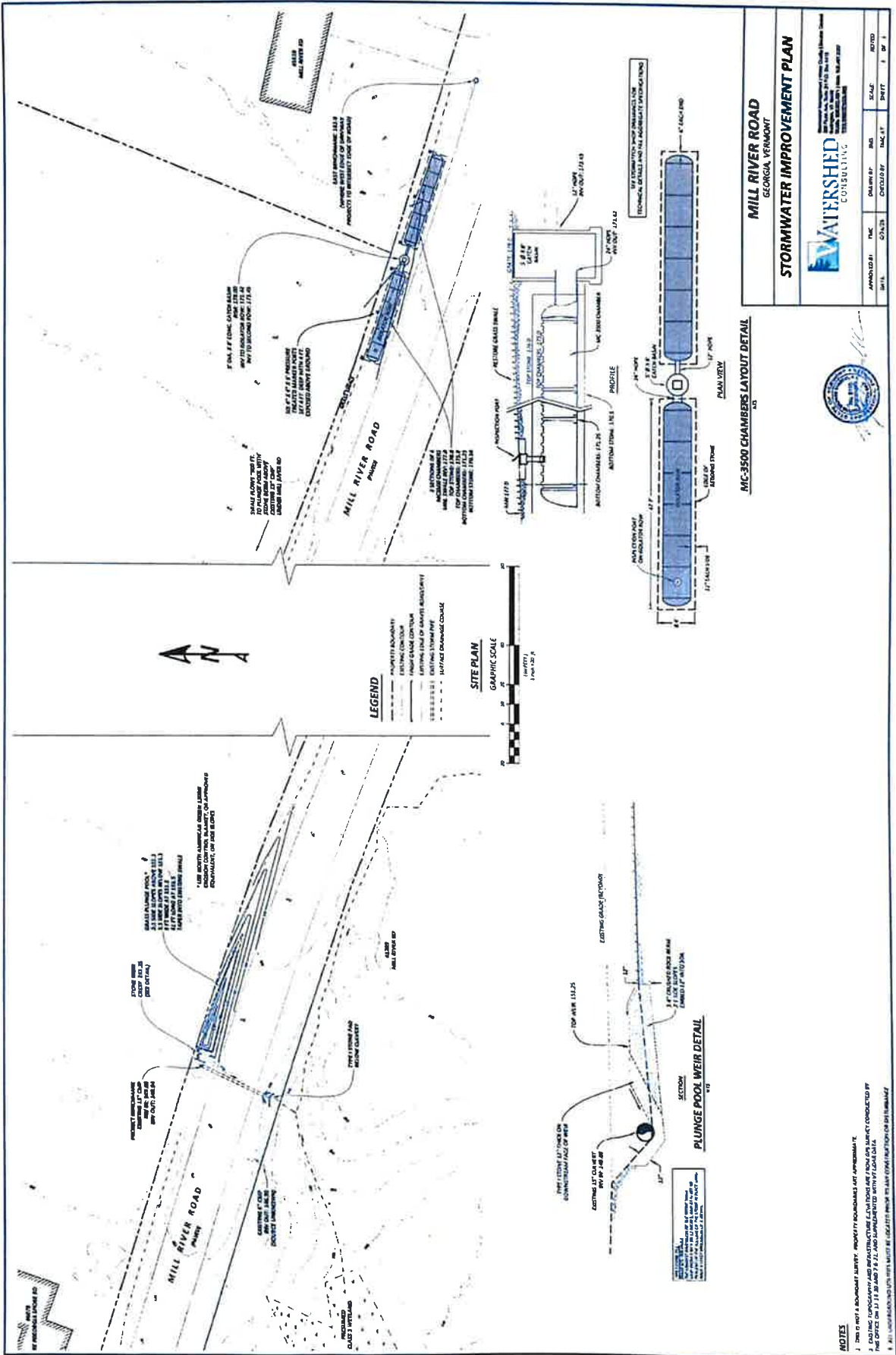
MILL RIVER ROAD
GEORGIA, VT

DATE: 11/16/2023 DRAWN: AC
PROJECT #: — CHECKED: —

SHEET
5 OF 5

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Friends of Northern Lake Champlain

Memorandum

To: Poulin Construction

From: Friends of Northern Lake Champlain

Date: 18th September 2025

Re: Acknowledgement of Attachment C: Standard State Provision for Contracts and Grants

Attachments:

A) Attachment C: Standard State Provision for Contracts and Grants

Memo

Pursuant to the bid documents for the Mill River Southeast Storm Water project and Poulin Construction being awarded the contract, this memo serves as a reminder to follow Attachment C: Standard State Provisions for Contracts and Grants.

We kindly request a simple acknowledgment of receipt of this memo for documentation purposes under our grant application.

Sincerely,

Josh Serpe
Project Manager
JSerpe@friendsofnorthernlakechamplain.org



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

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

2. Entire Agreement: This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. 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 the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys’ fees, collection



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

8. Insurance: 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 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and by



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 its terms.



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

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

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

- A. Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the 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 \$1,000,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.
- B. Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission.
- 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)

Town of Georgia

Employee Injury Reporting & Incident Review Process Guide

(Including OSHA Reporting Requirements)as of October 10, 2025

Purpose

To ensure all employee injuries and work-related incidents are reported, documented, and reviewed promptly and accurately, in compliance with:

- Town of Georgia Injury Reporting, Medical Treatment & Incident Review Policy (Approved October 28, 2019)
- Vermont Occupational Safety and Health Administration (VOSHA/OSHA) requirements as of October 10, 2025
- PACIF (VLCT) workers' compensation reporting requirements as of October 10, 2025

1 Immediate Actions – At the Time of Injury

Responsible: Injured Employee & Supervisor

Step	Action	Responsible Party	Timeline
1.1	Ensure safety first. Stop work immediately. Move away from hazards.	Employee / Co-workers	Immediately
1.2	Seek medical attention. Call 911 for serious injury or direct employee to healthcare provider.	Supervisor	Immediately
1.3	Notify supervisor. Report the injury verbally as soon as possible.	Employee	Immediately
1.4	Secure the scene. Supervisor prevents tampering with equipment or area until review.	Supervisor	Immediately

2 Medical Treatment & Documentation

Responsible: Supervisor, Employee, Healthcare Provider

Step	Action	Responsible Party	Timeline
2.1	Employee receives care and obtains a Work Capability Form (VT Dept. of Labor Form 20 or equivalent).	Employee / Provider	Same day
2.2	Supervisor provides or helps obtain the correct form if needed.	Supervisor	Within 24 hours
2.3	Employee submits completed form to supervisor upon return.	Employee	Upon return to work

3 Completing the Injury/Incident Report

Responsible: Supervisor & Employee

Step	Action	Responsible Party	Timeline
3.1	Complete Injury/Incident Form. Supervisor and employee fill out the Employee Injury Report & Incident Review Form .	Supervisor & Employee	Within 24 hours
3.2	Gather all facts: who, what, when, where, how, cause, witnesses, and corrective actions.	Supervisor	Within 24 hours
3.3	Both parties sign and attest to accuracy.	Supervisor & Employee	Same day
3.4	Attach supporting documents (photos, witness statements, medical forms).	Supervisor	Within 24 hours

4 Filing the Claim & OSHA/VOSHA Reporting

Responsible: Supervisor, Town Administrator, Department Head

Step	Action	Responsible Party	Timeline
4.1	Submit completed Employee Injury/Incident Form and all attachments to the Town Administrator .	Supervisor	Within 24 hours
4.2	Town Administrator files workers' compensation claim with PACIF (VLCT), <i>not the State of Vermont</i> .	Town Administrator	Immediately
4.3	OSHA/VOSHA Reporting: Determine if the incident meets OSHA's recordable or reportable criteria (see below).	Town Administrator / Dept. Head	Within 24 hours
4.4	If reportable, contact VOSHA or OSHA as required by federal regulation: • Fatalities: Report within 8 hours of learning of the death. • In-patient Hospitalization, Amputation, or Eye Loss: Report within 24 hours.	Town Administrator	Immediately
4.5	Reports must be submitted by calling OSHA (1-800-321-6742), reporting online at www.osha.gov/report , or contacting the nearest VOSHA office.	Town Administrator	Same day
4.6	Record all workplace injuries and illnesses on the OSHA 300 Log , OSHA 300A Summary , and OSHA 301 Incident Report as required.	Town Administrator	Ongoing
4.7	Maintain records for five years and post the OSHA 300A Summary annually (Feb 1–Apr 30).	Town Administrator	Annually

5 Review and Follow-Up

Responsible: Town Administrator, Selectboard, Department Head

Step	Action	Responsible Party	Timeline
5.1	Review injury reports for completeness and accuracy.	Town Administrator / Selectboard	Within 7 days
5.2	Identify root causes and corrective actions.	Department Head / Selectboard	Within 14 days
5.3	Track completion of corrective actions.	Department Head	Ongoing
5.4	Retain all documentation for 3 years (town policy) and OSHA logs for 5 years.	Town Administrator	Ongoing

Town of Georgia – Supervisor Injury/Incident Checklist

This checklist must be completed by the supervisor following any employee injury or work-related incident, in compliance with the Town’s Injury Reporting, Medical Treatment & Incident Review Policy and OSHA/VOSHA requirements.

■	Task	Completed (✓)
	Ensure immediate medical attention is provided to the injured employee.	
	Secure the incident area and prevent further hazards.	
	Collect witness statements and photographs (if applicable).	
	Provide Employee Injury/Incident Report form to employee.	
	Assist employee in completing form within 24 hours.	
	Obtain Work Capability Form (Form 20 or equivalent) from healthcare provider.	
	Submit full packet (forms, photos, medical info) to Town Administrator within 24 hours.	
	Confirm claim filed with PACIF (VLCT).	
	Determine if OSHA/VOSHA reporting applies:	
	• Fatality → Report within 8 hours	
	• In-patient hospitalization, amputation, or eye loss → Report within 24 hours	
	If required, contact OSHA/VOSHA via phone (1-800-321-6742) or online at www.osha.gov/report .	
	Confirm injury logged on OSHA 300/301 as applicable.	
	Participate in incident review meeting with Department Head/Town Administrator.	
	Verify corrective actions are implemented and documented.	
	File and retain copies in department records.	

Supervisor Signature: _____

Date: _____

Quick Reference – OSHA/VOSHA Reporting Requirements

Supervisors must immediately notify the Town Administrator of any incident that may meet OSHA/VOSHA reporting thresholds. The Administrator is responsible for submitting required reports to OSHA or VOSHA.

Type of Event	Reporting Timeline	Who Reports	How to Report
Fatality	Within 8 hours of learning of the death	Town Administrator	Call 1-800-321-6742 or report at www.osha.gov/
In-patient Hospitalization	Within 24 hours	Town Administrator	Same as above
Amputation	Within 24 hours	Town Administrator	Same as above
Loss of an Eye	Within 24 hours	Town Administrator	Same as above

All workplace injuries and illnesses must also be recorded on the OSHA 300 Log, OSHA 300A Summary, and OSHA 301 Incident Report as applicable. Logs must be retained for 5 years and posted annually (Feb 1 – Apr 30).

[Municipality Name]
Employee Injury Report and Supervisory Incident Review Form

Important: This form must be completed by the injured employee and his/her supervisor as soon as possible after an injury—in no case later than 24 hours after. The information may be used by the municipality to file a workers' compensation claim and enhance injury prevention efforts.

Indicate Expected Incident Type First Aid ☐ Med Only ☐ Med with Lost Time ☐		Department:		Report Completed Date:	
Exact Location of Incident:		Date of Incident:	Time of Incident: a.m./p.m.	Date Reported:	
Work-Related Injury or Illness		Tools and Safety Equipment		Other Information	
Injured Worker's Name:		Was a Machine or Tool Involved? Yes ☐ No ☐		List any witnesses below. Interview each witness individually. Signed witness statements should be maintained separately. 1. 2. 3. Indicate Shift Start Time on Date of Injury:	
Part of Body: RT/LT		If yes, was machine or tool defective? Yes ☐ No ☐			
Describe Injury/Illness:		Safety Equip/PPE Required? Yes ☐ No ☐ If Yes, was it used?: Yes ☐ No ☐			
Presently, is any loss of work time expected? Yes ☐ No ☐		Was there anything the injured worker could have done to prevent the injury?			
Job Title:					
Was First Aid provided? Yes ☐ No ☐ If YES, by whom:					
Was Medical Treatment provided by a healthcare provider? Yes ☐ No ☐ Check ☐ if from <i>/LIST YOUR MED PROVIDER HERE/</i> . If other medical provider was used, name and location of provider are:					
Describe details leading up to and including the accident/injury or manifestation of symptoms:					
What conditions, circumstances, or factors contributed to this incident (e.g. tools, equipment, PPE, policies, object, training, hazards, employee action/inaction, weight of item, etc.)? Be thorough and descriptive!					
Correction suggestions: what could be done to prevent this from happening again? ("Being more careful" is not enough.)					
Who is responsible for reviewing/implementing corrective actions noted above?					
Signature of Reviewing Supervisor:				Date:	
Employee Signature:				Date:	

By the signing this form, both the injured worker and the reviewing supervisor attest that the facts and information provided here are accurate and truthful insofar as can be determined. NOTE: Self-administered first aid incidents do not require a supervisor's review, though **the employee's signature IS required** and the form must be submitted to administration for loss prevention purposes.



State of Vermont
Department of Labor
Workers' Compensation Division
PO Box 488
Montpelier, VT 05601-0488
(802) 828-2286

Form 20

Section 8. Item #B.

State File No. **: _____
Ins. Co. File No.: _____
Date of Injury: _____

Work Capabilities Form

Form recommended for use by medical providers in assessing work capabilities of patients with work injuries

Employee's Name: _____ Based on my examination of this patient on: _____

☐ May **Return to Work with NO RESTRICTIONS**

☐ May **Return to Work** on _____ with the following capabilities:

Stand/Walk:

☐ Not at all ☐ 1-3 hours ☐ 3-5 hours ☐ 5-8 hours ☐ Unrestricted

Sit:

☐ Not at all ☐ 1-3 hours ☐ 3-5 hours ☐ 5-8 hours ☐ Unrestricted

Drive:

☐ Not at all ☐ 1-3 hours ☐ 3-5 hours ☐ 5-8 hours ☐ Unrestricted

Lift:

☐ Not at all	☐ Occasionally	☐ Frequently
☐ No more than 10 lbs.	☐ Occasionally	☐ Frequently
☐ No more than 20 lbs.	☐ Occasionally	☐ Frequently
☐ No more than 50 lbs.	☐ Occasionally	☐ Frequently
☐ No more than 100 lbs.	☐ Occasionally	☐ Frequently
☐ Unrestricted		

Bend:

☐ Not at all ☐ Occasionally ☐ Frequently ☐ Unrestricted

Squat:

☐ Not at all ☐ Occasionally ☐ Frequently ☐ Unrestricted

Climb:

☐ Not at all ☐ Occasionally ☐ Frequently ☐ Unrestricted

Twist:

☐ Not at all ☐ Occasionally ☐ Frequently ☐ Unrestricted

Reach above shoulders:

☐ Not at all ☐ Occasionally ☐ Frequently ☐ Unrestricted

Specific work capabilities not listed above: _____

Employee has limited use of: _____

Employee ☐ can ☐ cannot perform repetitive activities for more than _____ min./hrs.

Employee ☐ can ☐ cannot work more than 8 hours a day.

Work capabilities are in effect until: _____ ; or ☐ until further evaluation.

☐ May **NOT RETURN TO WORK**

Estimated duration of total disability: _____

Scheduled for a follow-up appointment on: _____

Referred to: _____ for follow-up care.

Medical Provider's Name (Print) _____

Date _____

Medical Providers Signature _____

AUTHORIZATION TO RELEASE INFORMATION: I hereby authorize this medical provider to release any information acquired in the course of my examination or treatment for the above injury to my employer or its representative.

Patient Signature: _____ Date: _____

** If you do not have the state file number please contact the Department of Labor at (802) 828-2286.

Proposal Brief: Health Insurance Buyout Adjustment

Overview

The Town currently offers a health insurance buyout benefit for eligible employees who opt out of the Town-sponsored health insurance plan. This proposal recommends increasing the buyout amount to align with the employee portion of the Gold plan premium — the plan most utilized by Town employees.

Historically, municipalities have covered the majority of employee healthcare costs (on average 95%) as a core component of competitive compensation. Increasing the buyout ensures we remain competitive in today's labor market while promoting fairness for employees electing not to participate in the Town plan.

Rationale

Competitiveness & Retention

- Municipalities commonly use insurance buyouts to attract and retain qualified staff.
- Increasing the buyout strengthens our position in a competitive hiring environment.
- The proposal demonstrates cost savings to the Town while maintaining the Town's responsibility in supporting employee healthcare needs.

Fairness & Equity

- Employees opting out of coverage should receive equitable compensation relative to the Town's investment in employee benefits.
- The Gold plan represents the standard level of coverage utilized among staff; aligning the buyout with the employee portion maintains consistency with historical practice.
- Review of the current Union contract for the Highway Department indicates employees are to be offered 50% of the 2-Person plan, effectively equal to the single plan premium amount.

Fiscal Consideration

- Increasing the buyout may reduce healthcare expenditure by encouraging eligible employees to opt out of the Town plan.
- Reduced turnover and recruitment costs reinforce long-term financial benefits.
- **Current staffing:** 12 benefit-eligible employees (with potential for one additional Library FTE).
- **FY25 participation:** 8 employees enrolled, 4 used buyout.

- **FY26 projections:** 5 employees undecided — have expressed they may opt out if the Town contributes at least the employee portion toward buyout.
 - **Estimated FY26 total if 11 of 12 employees take Insurance coverage:** \$282,169
 - **If 5 undecided employees choose buyout under proposal:** FY26 cost = \$227,045, a savings of: \$55,125
-
- **If no changes are made and participation remains constant:** Estimated FY26 cost = \$245,163 — still \$18,568 higher than under the proposed buyout structure.
-
- **FY25 Budgeted Health Total:** \$292,733 (Health Participation \$258,733, Buyout \$34,000)

This proposal puts FY26 costs below both the FY25 budgeted/estimated costs and below the estimated FY26 cost if no changes occur.

Employees have expressed interest in this option, which demonstrates the Town's commitment to supporting employee healthcare needs. This structure benefits employees participating in a spouse/partner plan while producing cost savings to the Town.

Proposal

Increase the health insurance buyout amount to cover the full employee (Single Plan Gold) in the amount of \$1,073 per month (the premium cost for single (employee) coverage).

Goal: Ensure our compensation package remains competitive, equitable, and fiscally responsible while continuing our history of supporting employee healthcare needs.

FY26 MVP Plan Monthly Premiums

Plan	Single	2-Person	Family
Gold 3 QHDHP	\$1,073.74	\$2,147.48	\$3,017.21
Reflective Silver QHDHP	\$870.03	\$1,740.06	\$2,444.78
Platinum Standard MVP	\$1,216.19	\$2,432.38	\$3,417.49

FY26 Cost Comparison Summary

Total Estimated FY26 Health Cost — No Changes

- **Total Health Premium + HSA: \$211,613.67**
- **Current Buyout: \$34,000**
- **Total: \$245,613.67**

FY26 Estimated Cost Under Proposed Buyout (5 opt-out)

- **Total Health Premium + H.S.A: \$149,736**
- **Insurance Buyout: \$77,309.28**
- **Total Cost: \$227,045.48**
- **Savings vs. no-change scenario: \$18,568**
- **Cost to Town FY 26 Health Plan full participation: \$36,555.**

FY26 Estimated Cost 11 of 12 employees opt into health insurance coverage

- **Total Cost: \$282,169.57**

Employee Participation Overview

(Detailed employee-by-employee cost tables preserved in working spreadsheet and available upon request for Selectboard review.)

Appendix A: Clean Cost Comparison Tables

FY26 Participation & Cost Scenarios

Scenario	Employees Enrolled in Town Health Plan	Employees Taking Buyout	Estimated FY26 Cost	Difference vs. Current Structure
Current structure (no changes)	8	4	\$245,613.67	—
Proposed — 5 undecided opt out	7	5	\$227,045.48	-\$18,568
Proposed — all eligible Part In Health Care Plan Coverage.	1	11	\$282,169.57	+\$36,556

FY26 Plan Premiums

Plan	Single	2-Person	Family
Gold 3 QHDHP	\$1,073.74	\$2,147.48	\$3,017.21
Reflective Silver QHDHP	\$870.03	\$1,740.06	\$2,444.78
Platinum Standard MVP	\$1,216.19	\$2,432.38	\$3,417.49

Appendix B: Vermont Town Buyout Comparison (Illustrative)

Municipality	Employee Contribution Toward Premium	Buyout Amount	Notes
Town of Georgia (current)	5%	\$8,500	Does not cover employee portion of Gold plan
Town of Georgia (proposed)	5%	~\$12,885 (Gold plan employee share)	Aligns buyout with employee cost share
Milton	10%	\$11,500	Reviewed annually
Fairfield	5%	\$10,000	Matches majority of employee premium share
St. Albans Town	5%	\$12,000	Mirrors cost of single plan equivalent
Swanton	5%	\$9,500	Employees must show proof of insurance

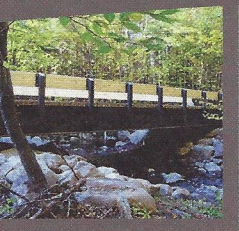
Conclusion

This proposal ensures:

- Continued strong benefit offerings and employee support
- Fiscal responsibility and cost savings
- Competitiveness in recruiting and retaining municipal staff
- Alignment with historic municipal healthcare practices and union contract structure

The option provides savings to employees and the Town, reinforces healthcare support commitments, and positions the Town competitively in the municipal employment market.

ADM WELDING & FABRICATION



Building bridges to meet your needs

Office: (814) 723-7227

Fax: (814) 723-7326

admwelding@verizon.net

37 Broadhead Street

Warren, PA 16365

BRIDGE HANDLING PROCEDURES

PRIOR TO INSTALLATION AND OPENING

1. Provide a level and uniform bearing surface at each end of the bridge.
2. Inspect the area between the double hinge plates to ensure it is free of mud or debris. Any foreign matter located between these plates will prevent the bridge from opening fully.
3. Ensure lower hinge pins are removed.

OPENING THE BRIDGE

1. Ensure the area to be occupied by the section being opened is completely clear of any obstructions, as well as personnel.
2. Place rigging around exterior stringer/towbar on the folded half (at either end), using a basket hitch (see attached photo). Nylon straps are ideal, although chains will also work. Approximately 3' of strap/chain above the stringer is required to maintain clearance between the machine and the guide rail as the bridge is folded open.
3. Swing the folded half open in a smooth, controlled manner. The rigging should slide/rotate as the section is unfolded.

COMPLETING THE INSTALLATION

1. Once unfolded, install the lower hinge pins. Install the pins starting on the side of the crossing opposite the equipment, and work back towards the machine. If the bridge is not sitting perfectly level, one section (half) may need to be raised/lowered to allow the hinges to align properly. This is accomplished by lifting (via rigging around the towbar) either an exterior (guide rail side) corner of the bridge, or the interior corner of the double hinge half. The lifting point is dependent upon the direction of movement required to effect proper hinge alignment.
2. Install center panels using the "T-handles" provided. The panels are interchangeable with the exception of the (two) panels located at each end of the bridge. These panels are easily identified by the centering pins (which are not present on any of the other panels).

SKIDDING THE BRIDGE

The bridge skids/draggs best when it is in the open position. Regardless of whether the bridge is being skidded folded or open, care should be taken to ensure hinges and diaphragms are not damaged during the process.

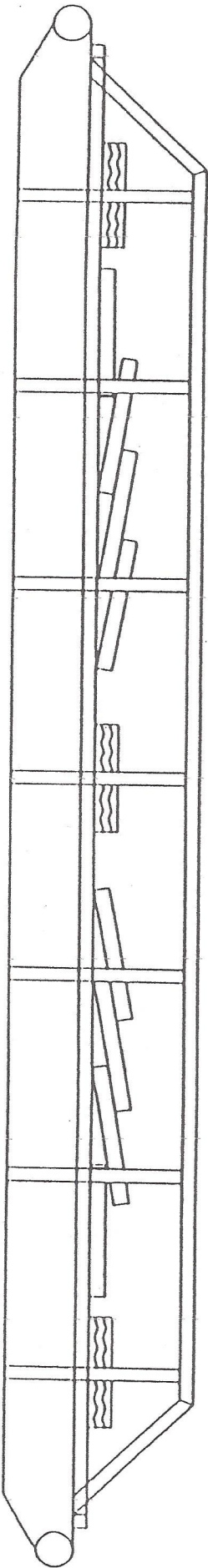
REMOVAL

1. Remove mud/debris from deck surface.
2. Place tires on double hinge half in front of vertical guard post(s) at each end of the bridge for shock absorption.
3. Remove center panels and lay them out in the CENTER of the double hinge half. The end panels with the centering pins should be removed first and placed immediately “inboard” of the tires, with subsequent panels placed partially overlapping the previous panel (see attached diagram and photo). If the panels are too close to the guide rail or too close to the hinge, the bridge will not fold shut properly and damage to center panel, hinges, and decking may result.
4. Remove lower hinge pins and place in adjacent ring for storage during transport to prevent damage/loss.
5. Fold single hinge side shut by rigging bridge in the same manner as used to open the bridge.
6. Ensure the center panels are not contacting the deck surface or guide rail of the folded half. If they are, re-open the bridge and reposition the center panels to provide the required clearance, then re-fold the bridge.

RIGGING LOCATION FOR FOLDING BRIDGE OPEN/CLOSED

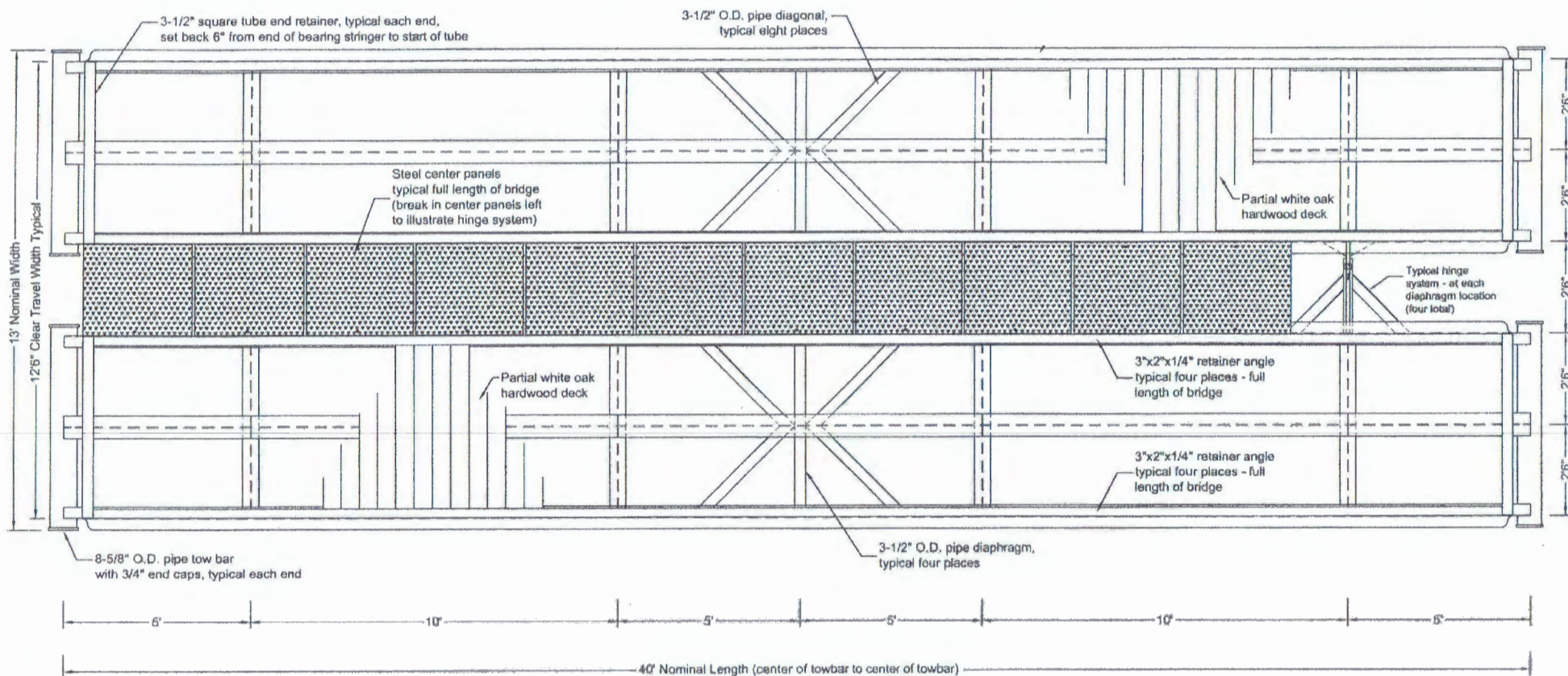


Center Panel Layout Schematic





PLAN VIEW



- Notes:
- All connections welded with a 1/4" minimum fillet weld unless otherwise specified

ADM Welding and Fabrication, LLC
37 Broadhead Street
Warren, PA 16365

Phone: 814.723.7227
Fax: 814.723.7326

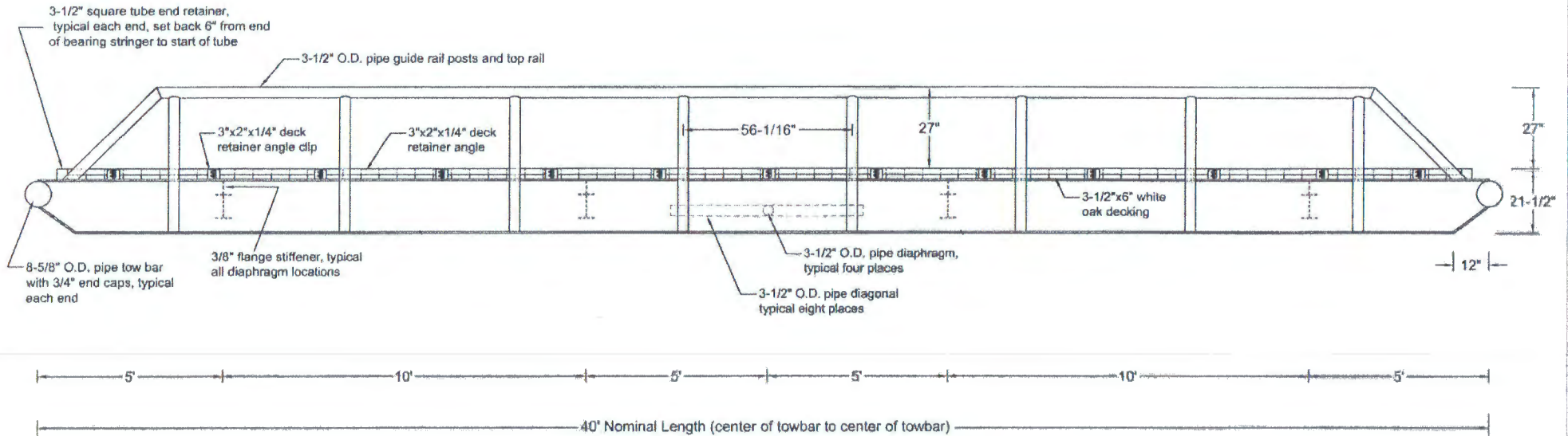
Email: admwelding@verizon.net
Website: www.admwelding.com

40' Portable

13'W x 40'L x 45-ton, 5-axle
combination vehicle
load capacity, subject to a 10 MPH
maximum speed restriction

Sheet 1 of 2

ELEVATION VIEW



Notes:

- All connections welded with a 1/4" minimum fillet weld unless otherwise specified

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40' Portable

13'W x 40'L x 45-ton, 5-axle
combination vehicle
load capacity, subject to a 10 MPH
maximum speed restriction

Sheet 2 of 2

Town Administrator's Report

1. General Updates

- **Insurance Claims:** The insurance claim forms and required paperwork for the purchase of the Town plow truck, along with payouts for both the truck and hot box, are in process. We expect to receive the claim funds within the next two weeks.
- **VELCO ROW (SLW Easement):** Easement documents were mailed to VLT on November 3, 2025. Once returned, they will be filed, concluding this long-standing matter.

2. Departmental Updates

- **Library MOU:** Corresponded with Bridget regarding the draft MOU initiated several years ago by Bridget and Amber. Bridget noted her Board of Trustees would need to review the document. I located the draft and plan to reach out to the Trustees in the coming weeks for further discussion, as referenced in our October 31 email exchange.
- **Assessor's Office / Utility Property Valuations:** Continued outreach to the contractor's insurance agent regarding the identified valuation issue. Calls have been placed with no response to date; follow-up will continue next week. Notice was also sent to the school district on November 4, 2025.
- **Animal Control:** The ACO successfully placed "Kuli," the stray dog recently picked up. The placement was secured just prior to a scheduled euthanasia — a positive outcome for both the dog and new owner.
- **Zoning Administration:** The petition to revoke the new development regulations did not receive sufficient signatures and will not move forward.

3. Projects and Grants

- **FY26 VTrans Grant – Bridge #28 Replacement:** Submitted. Review is expected to take several months, with notification anticipated in early March 2026.
- **FY26 Better Roads Grant – Road Erosion Inventory:** Submitted. Review will take several months. If approved, Todd plans to coordinate with NRPC to complete the inventory in 2026. The grant remains valid through October 31, 2027.

- **FY25 GIA Grant #0785:** Reimbursement request submitted and under review. Payment is expected in November, pending no additional questions.
- **FY24 GIA Grant #0550:** Work completed; however, submission issues delayed processing. I requested reconsideration from AOT, and they agreed to review again if before-and-after photos are provided. Todd sent photos on November 4; I will finalize and resubmit in hopes of partial reimbursement.
- **Key Box Project:** Working with Rob Mullin on verifying and organizing property keys. Keys will be tested onsite and secured in the key box. Due to scheduling constraints, completion will occur gradually over the next few months.
- **EZStation Video Software:** Doug continues troubleshooting application and software issues.

4. Financial / Budget Updates

- **Insurance Claim – Generator Incident (6/19/25):** Claim remains open. Followed up with Todd on October 22 to confirm whether replacement work is complete. Once the final invoice is received, we will submit for reimbursement, aiming to close by year-end.
- **Bank Reconciliations:** Review and sign-off process are underway, with completion expected by month-end.
- **PACIF Policy Review:** Reviewing property and vehicle schedules for accuracy. Lists have been distributed to the Board and Department Heads for verification. I will reconcile updates with the insurance company's records.
- **FY26 Strategic Plan:** Department Heads and the Board are encouraged to begin considering FY26 goals in alignment with the Town Plan, capital plans, and budget. A clear strategic plan will help keep the Town on track with its annual objectives.

5. Personnel and HR

- **PTO Accrual Tracking:** Vacation and sick accruals reviewed; no issues reported. Monitoring continues.
- **Union 686 (AFSCME):** Continuing follow-up with Larry Mouquin regarding the PTO accrual addendum in the union contract. Additional discussion scheduled for next week.
- **FY26 Health Insurance:** The Board approved changing carriers from BCBSVT to MVP for FY26. This transition is expected to save approximately \$22,000 based on FY25 participation levels.
- **FY26 Health Insurance Buyout Proposal:** Scheduled for discussion at Monday's meeting. Proposal recommends increasing the health insurance buyout to cover the full single Gold plan premium of \$1,073/month.
 - **Goal:** Maintain a competitive, equitable, and fiscally responsible compensation package while continuing to support employee healthcare needs.

- **Open Enrollment:** Preparing the FY26 Health and Vision Insurance open enrollment materials for distribution to employees by November 15.
- **MVP Transition:** Coordinating with MVP to establish the employer portal and collect employee enrollment forms.

6. Policy / Ordinance / Compliance

- **Workplace Injury Procedures:** Distributed updated Workplace Injury Procedures and Forms Guidelines to the Board and Department Heads. Awaiting Board approval to implement.
- **Complaint Procedures:** Developing standardized procedures, forms, and tracking logs for complaints received by the Town Office. Drafts are under internal review.
- **Planning Commission Collaboration:** Attended the Planning Commission meeting on October 28. The meeting was productive, and members expressed interest in assisting with the review, drafting, and presentation of several policies — aligning with the Selectboard’s FY25 policy update goals.

7. Other Business / Upcoming Items

- **Net Metering – Town of Colchester:** The Board opted not to pursue the original proposal due to limited cost savings. I have reconnected with the Town Manager to discuss potential adjustments to the percentage and kWh allocation to determine whether participation could still benefit Georgia.
- **FY26 Budget Development:** Budget work is a current priority. Contract reviews are underway, and recommendations will be presented to the Board in the coming weeks.

Respectfully submitted,
Stacy Katon
 Town Administrator
 Town of Georgia