



SELECTBOARD REGULAR MEETING

Monday, August 14, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

AGENDA

Zoom Details:

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

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

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

1. CALL TO ORDER

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 7/24/2023 and 8/02/2023 Budget meeting

B. Approval of Warrants #16

5. PUBLIC COMMENT (For items not on agenda)

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

6. CORRESPONDENCE

A. Ken Minck regarding ROW at RGNA

7. UNFINISHED BUSINESS

A. Website Introduction

B. Town Plan - Action To approve \$35K for a new Town Plan

C. Trails Policy

D. ARPA accounting

E. update on Trail #4 and parking spaces

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

A. Treasurer Update

B. Tax Rate update

- C. Philo Security - Action on Installation of 3 outdoor cameras, door access system and panic buttons at the library.
- D. Video Surveillance and Access Control Policy - Action to accept
- E. System Administrator - Action Name a system administrator.
- F. DEI Committee - Action to form committee with interested applicants
- G. FNLC - Beach request
- H. Tire Purchase for Publics Works Dept. in the amount of \$3030.40- Action
- I. Resignation of 3 Fire Fighters - J. Cota, L. Baker and R. Beloin
- J. Appoint applicant for FD
- K. Homestead Late fee - Action

9. SELECTBOARD SUB COMMITTEES AND REPORTS

- A. Town Administrator
Town Fair 2023 - Training for Doug, April and myself
- B. Buildings
- C. Budget and Finance
update on Budget schedules and timelines
- D. Personnel
- E. Public Works/Grounds/Recreation
- F. Committees at the direction of the chair

10. OTHER

11. PLAN NEXT MEETING AGENDA

- A. 8/28/2023 Selectboard Regular Meeting
- B. 08/16/2023 Budget Meeting

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

- A. Trail Agreement - Kale
- B. Union Contract
- C. Personnel - Treasurer
- D. Personnel - Library Payroll update from S. Jenkins
- E. Personnel

13. ADJOURN

TABLED ITEMS:

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

Signed: Cheryl Letourneau, Town Administrator

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



SELECTBOARD MEETING

Monday, July 24, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

MINUTES

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

Selectboard Present: Devon Thomas Chair, Shannon Jenkins Vice-Chair, Carol Rosenquist and Nicholas Martin

Selectboard Absent: Jamie Comstock

Staff Present: Cheryl Letourneau, April Edwards, Dawn Penney and Doug Bergstrom (Zoom)

Public Present: Heather Dunsmore, Brian Dunsmore, Terry Cleveland, and Fred Grimm

Present on Zoom: Kevin Camisa, Jen Kale, Kristina Senna

6:02 pm, D. Thomas calls the meeting to order.

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

S. Jenkins requests to be the liaison for the library per Bridget Stone's request. S. Jenkins wants this added to the agenda. D. Thomas will make this item **F** under Board Business.

C. Letourneau would like to add the banking resolution that needs to be signed to the agenda. D. Thomas adds this as item **G** to Board Business.

C. Rosenquist would like to update the board on Legal Train #4. Mr. Bryce is willing to construct parking spaces at his expense. C. Rosenquist says will need to accept the offer some time in the future, but for right now this is just information. C. Rosenquist suggests meeting with Suzanna Brown in the future.

C. Letourneau asks if the board would like an update on the website. It is decided that this will be done during the administrator section.

N. Martin makes a motion to add these items as presented to the agenda, C. Rosenquist seconds. All in favor, motion carried.

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 7/10/2023

C. Rosenquist makes a motion we accept the minutes from July 10, D. Thomas seconds.

32 N. Martin questions line 15 of the previous minutes and the \$30,000 for town plan. D. Thomas
33 says the town must dish out \$30,000 for the plan before we can get legal status to get grants. C.
34 Rosenquist wants it to be made into an action item.

35 All in favor, motion carried.

36 B. Approval of Warrants #13, #14 & #15

37 C. Rosenquist makes a motion to approve Warrant #13, N. Martin seconds.

38 N. Martin asks A. Edwards to speak on this warrant. A. Edwards says there is nothing
39 significant about Warrant #13. B. Dunsmore asks what the GCEC stage is. S. Jenkins replies
40 the new town garage has a new stage that was made for the Concerts Series.

41 All in favor, motion carried.

42 N. Martin makes a motion to approve Warrant #14, C. Rosenquist seconds.

43 B. Dunsmore asks about Connor Contracting for garage work on a new garage. What was the
44 work for. C. Letourneau says it was the final bill. B. Dunsmore asks about East Engineering,
45 C. Letourneau guesses the industrial park culvert. B. Dunsmore asks about Hinman, C.
46 Letourneau informs him this is our assessor. B. Dunsmore asks if dispatch is yearly. C.
47 Letourneau confirms it is. B. Dunsmore asks about AFLAC, C. Letourneau says the employees
48 have an option to pay for extra insurance, the town pays for it and then the employee pays it
49 back. B. Dunsmore asks about Zacharys for \$350, S. Jenkins says it was for library from a
50 grant.

51 All in favor, motion carried.

52 N. Martin makes a motion to accept Warrant #15, S. Jenkins seconds.

53 C. Rosenquist asks why we have a family plan for fire department for microsoft liscenses. A.
54 Edwards suggests the board call Matt (our IT). S. Jenkins asks who the decision maker was for
55 this. A. Edwards says it was Amber Baker. S. Jenkins says she did not recognize Mrs. Bee as
56 Amber because she has only used her professional email, she did not know this one. A.
57 Edwards says that Matt is concerned with a business plan versus a family plan and the liability
58 that is incurred. C. Letourneau questions if that can be converted. N. Martin says you can
59 migrate to something else. N. Martin says he will take the action item to get resolution. C.
60 Rosenquist asks how it was paid. A. Edwards says it was on a debit card.

61 All opposed, motion failed.

62 **5. PUBLIC COMMENT (For items not on agenda)**

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

65 T. Cleveland asks if she can talk when the item comes up. D. Thomas says you will be
66 uninterrupted if you speak now. T. Cleveland would like to have an accounting done for ARPA so
67 that townpeople will know what was spent.

68 S. Jenkins says this is about project proposals and lists. She wants to have an ARPA meeting.

69 C. Rosenquist says there was a plan to take \$20,000 for trail 4 but we no longer need any of that
70 money. We also allocated \$200,000 for the rec director and nothing has been done with that. There
71 was also \$300,000 for a culvert and we received a grant for part of this, so we have not used all
72 those funds.

73 N. Martin says we cannot have a thoughtful conversation about ARPA without knowing the funds
74 and their totals.

75 **6. CORRESPONDENCE**

76 **7. UNFINISHED BUSINESS**

77 A. Stormwater Ledgewood Lane and Forest Glenn - Approve agreement - Action

78 C. Rosenquist makes a motion to approve the agreement with Ledgewood Lane and Forest
79 Glen and authorize the chair to sign, N. Martin seconds.

80 S. Jenkins reports that ANR has grants built in.

81 All in favor - motion carried.

82 B. Philo Security - Library - Action

83 C. Letourneau says we need to decide what we are doing at the library. We have a grant but
84 receiving this grant is dependent on Philo having all their work completed within six
85 months. Philo is currently hanging on a limb with no instructions. C. Rosenquist asks how
86 much money the grant is for. C. Letourneau responds \$5,500.

87 N. Martin says the third camera was a concern. N. Martin and J. Comstock reached out to
88 Philo. N. Martin says we need to develop a policy and address who has access. N. Martin says
89 he did a draft today using forms from other communities. He took the steps involved and says
90 they have been vetted. He will allow the board a week to review before putting it in place. We
91 do have to move this thing along. We should all feel good about it. Two other towns have
92 adopted it. They have agreed if it is pointed at the door, it will not go in. He says the panic
93 button will go in. They also want to know what is going on with the key card system, he
94 knows it is in place here and he is comfortable with us teaching them and walking them
95 through it. He wants everyone to feel good about the process.

96 H. Dunsmore questions wanting a panic button but not wanting to see who is coming in. She
97 does not understand this. N. Martin does not understand. S. Jenkins reports our community is
98 not alone in concern with cameras -and other communities are signing up to not have cameras.
99 She feels a library is a safe space and we do not want people who feel threatened to be unsafe.
100 She says we may not understand how others feel threatened, but some people may feel like they
101 are losing a place to feel comfortable if they are being monitored. We need to think about
102 those people.

103 B. Dunsmore says he understands that because of the camera we now has the ability to see and
104 we have not given anyone access to it.

105 A. Edwards says having been a single parent in a situation where children need to be safe and
106 accounted for, with us being so close to the border, if something was to happen you would want
107 a straight shot of the person who took your child.

108 C. Rosenquist says we have also ensured a safe space for drug dealing and this is not something
109 you may not want to provide. D. Thomas says he thinks we are doing the best we can.

110 D. Penney wants the board to know that they are on the minutes as acknowledging a child can
111 be taken from the library and they would have no video to respond to police with.

112 S. Jenkins says she fully takes responsibility for this.

113 C. Dogs at the beach

114 C. Letourneau spoke with VLCT asking if we are liable if a service dog bites someone. She
115 was told, no more than before. She says we have the same liability as the concerts, but we have
116 an ordinance so if we have a complaint at the beach we must deal with it according to that.

117 N. Martin makes motion to discuss, C. Rosenquist seconds.

118 C. Rosenquist asks if we have a dog ordinance. C. Letourneau confirms.

119 T. Cleveland says the animal control officer's information should be on the sign at the beach.

120 S. Jenkins wants no dogs in the park, but to give people information on where they can go. C.
121 Letourneau says other states have times when dogs can be at the beach, such as in early
122 mornings and or late evenings.

123 B. Dunsmore questions the possibility of a dog park.

124 D. Bergstrom says on the new website it informs that you can have your dog go to the parking
125 area to bring them to the boat and then back to the parking area while on leash. There is to be
126 no free roaming, that is how it always worked previously.

127 All in favor of close discussion, motion carried.

128 D. Trail Ordinance

129 C. Letourneau stated the Trail started as a policy then it was asked to be changed to an
130 ordinance. Ken Minck brought a new one to the board.

131 C. Rosenquist makes a motion we table this for another meeting, trail #4 mentions motorized
132 vehicles and we also need to clarify this because trail #4 has a driveway that intersects this, N.
133 Martin seconds.

134 T. Cleveland questions motorized vehicles on trails.

135 C. Rosenquist amends his motion to move this to the next agenda, not to table, N. Martin
136 seconds.

137 All in favor, motion carried.

138 S. Jenkins says she and Suzanna Brown plan on walking each trail. She says we know you
139 cannot hunt from a road, but sometimes they are roads and sometimes they are not. That is
140 why this is taking so long.

141 C. Rosenquist says maybe we can call it a public way.

142 B. Dunsmore says he knows it is hard to overturn an ordinance and he said that he read it was
143 an ordinance and it is in effect.

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

145 A. DEI Committee - How does the board want to set this meeting up and deadline for signing up-
146 Action

147 D. Thomas says he has put a little bit of effort into this and knows it is a sensitive topic. What
148 we are asking this committee to do here is different to the Ethics Committee. Each group has a
149 different personality and then needs to be formed differently. They should bring forward a
150 conversation to the community so that they can deal with it, allowing the conversation to
151 happen. He would like the committee to have different views, asking about the people who
152 want to have this statement. He wants each member of the committee to be able to voice as an
153 individual and then have this posted publicly. He does not want a single recommendation, each

154 person can say what they want, everyone given time speak their peace. Then the board will
155 appoint who they want on the committee. This is going to need to be a subcommittee of the
156 selectboard and withhold to the open meeting law standard. He wants to invite community
157 members in to become involved, do you agree with this statement, yes or no. You sit down and
158 have a civil conversation about it, then the board can appoint based on their feelings. The
159 committee will then meet and review the statements. The library has volunteered to help. Then
160 the selectboard will receive a report and post it online.

161 C. Rosenquist says that it has already been out asking for a committee and now you are saying
162 you want to preselect the committee. We have one missing board member while having this
163 discussion. This is divisive. We should hand it to the library and see what they do with this
164 topic. It is not the place of the selectboard to take a political stand on what the community. We
165 are now being divisive by picking members. C. Rosenquist is opposed.

166 S. Jenkins says that Phil Scott has asked us to do this. She thinks we should not decide who is
167 in this group. She feels the state has asked, we need to do it. People have emailed C.
168 Letourneau and she does not want it to set up barriers by having them answer questions to be
169 on the board.

170 D. Thomas says it is easy to go off the rails and he wants to have the discussion. He says it is
171 important to know who is facilitating the conversation as it is important. He is not cherry
172 picking, just choosing people whose opinions are diverse enough that all opinions are there, and
173 no one is left out. We know these people well enough, and they should be able to have a
174 conversation.

175 T. Cleveland asks if it is going to be put back on the website because things have changed. If
176 people were against it, they probably didn't volunteer before and now we are looking for other
177 opinions.

178 S. Jenkins says her statement was for education and questions maybe that got lost. She thinks it
179 is divisive. not to do this. We clearly need education. She wanted to have informational
180 sessions.

181 D. Thomas says it is DEI and people are going to be put off by this topic. We will need to
182 move past the anger. The previous board did not act on this.

183 C. Rosenquist calls for a point of order. The previous board did act on this. They decided not
184 to adopt the statement that was presented to them. They decided not to sign.

185 D. Thomas says we have taken flack for not adopting and we are just exploring.

186 H. Dunsmore says the ethics board has diverse views and they are doing very well. She thinks
187 hand picking will give a bad taste and you should draw names out of a hat and see what
188 happens.

189 T. Cleveland says it should be made to open meeting standard.

190 C. Letourneau says they have 11 applicants currently.

191 N. Martin says that in an open meeting everyone should have a voice. D. Thomas likes this. H.
192 Dunsmore suggests letting the committee get together first before they adhere to open meeting
193 law. It will give them time to get a feel for each other and agree with a strategy.

194 C. Letourneau says you can invite Mr. Harnish and his team again.

195 C. Rosenquist repeats with a final comment to hand this off to the library. He says it is
196 educational and we are not in the educational business he would rather it be at the library as a
197 learning experience and then they can bring it to the board.

198 D. Thomas says we are community members, and we must lead.

199 C. Rosenquist makes a motion to move this discussion and defer it to the next meeting or have
200 a special meeting so that we can discuss it, the committee, and its expectations. No one
201 seconds, motion failed.

202 D. Thomas asks for a motion for a two-week deadline. S. Jenkins makes a motion to have the
203 deadline to apply be August 14 and that at the next meeting they will approve and formally
204 announce who is on the committee. N. Martin amends the deadline to August 10 so that it can
205 make it to the agenda to appoint, N. Martin seconds.

206 N. Martin, D. Thomas and S. Jenkins agree, C. Rosenquist votes no, motion carried.

207 B. Town Plan - Action to approve \$35,000.00 for New Town Plan

208 C. Rosenquist makes a motion to approve \$35,000 to hire an outside firm to update the town
209 plan, N. Martin seconds.

210 N. Martin says from the last meeting it was reported that \$6,000 was enough to get us by or
211 \$35,000 for a complete rewrite. N. Martin reports A. Baker saying it was unless the money
212 was budgeted for, it needs to come out of ARPA. N. Martin does not understand the pressing
213 matter, we have other things to spend money on. He is just voicing.

214 D. Bergstrom says \$6,000 was from a couple of months ago for NWRPC to do data collection
215 over the summer. He is not sure if that is still available. D. Bergstrom says either way we are a
216 year away and we will have to spend that money. If the town applied for a grant in December,
217 the grant may not be awarded until May, which happened this year and that would be too late.
218 According to the South Hero Plan, they scheduled 18 months to get through the process. Not
219 having a town plan is holding us up. N. Martin says he was shocked the grant was not applied
220 for. D. Bergstrom says it was approved in October and the \$6,000 was just to keep going.
221 NWRP charges around the same as other companies.

222 S. Jenkins wants to know if this is affecting anything with the old campground. D. Bergstrom
223 says the town plan is the driver for everything. It is the driver for the regulations and permits.

224 N. Martin asks what language needs to change. D. Bergstrom says the town center line is
225 holding up everything. N. Martin says we are constantly spending unbudgeted money and it
226 must stop. We need to budget for it for next year.

227 D. Bergstrom says even if you do budget for next year, we will not get it done in time. You
228 will be putting it off for an additional year.

229 C. Rosenquist says ARPA funds are available. He suggested that we have an ARPA meeting to
230 decide how to spend the money. This is an appropriate way to spend, it is a onetime item. If we
231 want to move forward, this is an appropriate way to do it.

232 A. Edwards asks what the ramifications of not having a town plan are. N. Martin says he is
233 aware of what the ramifications are. D. Bergstrom says the town plan is the driver for
234 everything, it is how we reach out to the community. We have changed greatly since COVID.
235 The town plan plans everything for the next 8 years. The document that we are currently using
236 is a 5 year plan and the state let us tag on 3 years, therefore it is time for us to do it. N. Martin
237 agrees but does not like how we are going about it.

238 F. Grimm asks D. Bergstrom what we can and cannot do. D. Thomas asks what are the bad
239 things that will happen without it. D. Bergstrom says we will lose grant funding. A. Edwards
240 says you must go through the time and effort this takes. You should address the \$35,000 and
241 move forward, even though you don't like it. A. Edwards strongly suggests that this gets done.

242 F. Grimm asks if it is holding up all grants. C. Rosenquist says we cannot apply for
243 infrastructure and that is what we are trying to do.

244 N. Martin says we do we know if it is \$35,000, we are assuming. D. Bergstrom says he spoke
245 with people and \$35,000 is the normal amount that NWRP issues and most work within that,
246 you can do more, or you can do less.

247 S. Jenkins amends that to have D. Bergstrom get quotes of different packages of what people
248 are offering and by doing this we will adhere to our purchasing policy. D. Thomas asks if D.
249 Bergstrom is okay to do this. D. Bergstrom says yes, he can do it. He says it is not a package
250 thing, it is time driven, how much they can do for how much time. He can request what can do
251 for \$20,000 and \$30,000 knowing that community involvement is the biggest cost. The data
252 we are currently getting is not reflective of our community. He will also look at an outside
253 firm, it may be more focused for Georgia.

254 D. Thomas and C. Rosenquist vote to approve the \$35,000 and N. Martin and S. Jenkins vote
255 no. Motion failed.

256 S. Jenkins makes a motion to ask D. Bergstrom to solicit bids or proposals from various firms
257 for a town plan, N. Martin seconds. All in favor, motion carried.

258 C. AOT Grants - Action

259 C. Letourneau needs signatures.

260 T. Cadieux has received 3 grants from the AOT: first, \$200,000 to be used for the culvert
261 project on Industrial Park Rd with us needing to match 10%, second for \$75,650 for paving a
262 small portion of Polly Hubbard Rd and Georgia Middle Rd with us needing to match 20%, and
263 third for \$18,000 to be used for a project for next year because this grant is given a year in
264 advance and has a \$4,500 match.

265 C. Rosenquist makes a motion to approve the chair to sign the grants, N. Martin seconds.
266 All in favor, motion carried.

267 D. ARPA - Discussion

268 N. Martin makes a motion to open discussion on ARPA, CR seconds.

269 C. Rosenquist wants to have a date certain for a proposal to see if we are going in the right
270 direction or not. We have information from every department, knowing we cannot do
271 everything, things will need to be prioritized. We should have a special meeting within the
272 next two or three weeks.

273 N. Martin says we went to meet with department heads to see what they need and get a wish list
274 to decide what the next step is. We should see what the community wants by including them to
275 know what the department heads want.

276 S. Jenkins and D. Thomas will help to put a plan together for the community to be involved.

277 Voting to close discussions. All in favor, motion passes.

278 C. Rosenquist makes the motion to task the committee to organize the discussions, N. Martin
279 seconds. All in favor, motion carried.

280 E. Audit for 2022 - Action

281 C. Letourneau states that the company that will be doing the audit for the treasurer transfer has
282 offered to do the annual audit as well. There must be an audit for 2022 and it has to be
283 included in the town report. This should cost \$20,000. If it is for the pleasure of the board,
284 they need to sign the contract with Sullivan Powers and Company. July 31 is the handoff date
285 for the treasurer change.

286 N. Martin makes the motion to take \$20,000 to be spent on an annual municipal audit, C.
287 Rosenquist seconds. N. Martin amends \$20,000 from ARAP for the 2022 financials, D.
288 Thomas seconds the amendment. All in favor, the amendment passes.

289 B. Dunsmore asks about the \$3,000 and what that is for. N. Martin says a change in treasurer
290 audit that concludes July 31 for the handoff to the new treasurer. B. Dunsmore says he thinks
291 you should have a comprehensive audit because there is also a change from an elected treasurer
292 to an appointed one.

293 A. Edwards explains that the \$3,000 is just a check of the numbers, but the 2023 is the \$20,000
294 audit is not in the budget. She wants them to know that. It must be done every year.

295 B. Dunsmore asks how far the transitional audit will go back, is it just the partial year for
296 \$3,000 to the handoff and \$20,000 for the yearly. N. Martin confirms.

297 All in favor of accepting both audits, motion carried.

298 F. SHANNON TO LIBRARY - ADD ON

299 C. Rosenquist moves to appoint S. Jenkins to be liasion to the library, N. Martin seconds.

300 C. Rosenquist withdraws the motion.

301 G. CHERYL - BANKING RESOLUTION – ADD ON

302 C. Letourneau asks if we want 4 credit cards or one for each department.

303 N. Martin asks if this was the advice of A. Edwards. He understands you can see the purchases
304 of the Credit Card and you cannot for the Debit Card.

305 N. Martin makes a motion to accept the banking resolution as of July 31, including debit cards
306 out and credit cards in A. Baker name as signer will be removed and A. Edwards will be added
307 along with C. Letourneau, selectboard members and K. Webster. C. Rosenquist seconds.

308 C. Letourneau asks for clarification if they want K. Baker and T. Cadieux on the resolution.
309 This will not be needed if they have credit cards.

310 K. Baker and T. Cadieux still have their debit cards, and that must not change until we receive
311 the credit cards.

312 N. Martin wants to make sure all the autopay's has been addressed and will show up on the
313 warrant. Bonnie adds all the ones she knows about. Credit cards will make this much easier
314 going forward.

315 All in favor of the first motion, motion carried.

316 N. Martin makes a motion to accept the revised documents with changes, D. Thomas seconds.
317 All in favor, motion carried.

318 **9. SELECTBOARD SUB COMMITTEES AND REPORTS**

319 A. Town Administrator

320 D. Bergstrom says we have a new website, and it should be live tomorrow. They are currently
321 working on the transfer. He notes that we did not have a lot of information on there before.
322 There is a plan for a soft opening where any changes can be made, just to let him know. This is
323 going to be updated regularly. We have a hard deadline of August 1 because we do not want to
324 have any ties to the old site then, so that we do not incur an extra and unnecessary cost from
325 them.

326 N. Martin thanks D. Bergstrom for all the work he has done, and he is excited.

327 B. Buildings

328 S. Jenkins met with T. Cadieux and June Waite. T. Cadieux thought June wanted to move
329 there but she said otherwise. S. Jenkins is still open to suggestions. She thinks it is an open
330 space that we could use for a bone builder or teen space. She has played with the idea of a
331 survey but is stuck on how to get more action included in the survey.

332 C. Rosenquist asks about selling the building.

333 S. Jenkins says she still needs more info.

334 C. Rosenquist says we were sold on getting a new garage based on the old one not being
335 usable. How can we do anything without updating the building. S. Jenkins says the highway
336 department needs to use one side of the building because there is not enough room in the new
337 garage.

338 C. Letourneau asks where the other stuff was stored before the new garage. S. Jenkins did not
339 know.

340 S. Jenkins says we do not have utilitarian space, we have the library and the JIMMY center.
341 We could keep it as an open space with lockers. H. Dunsmore suggests using it as a storage
342 shed.

343 F. Grimm says they were told the old garage has had drainage issues, heating trouble and if
344 these could be fixed why did we spend \$3 million dollars on a new garage.

345 C. Budget and Finance

346 C. Letourneau says we will need to set up budget meetings.

347 D. Personnel

348 C. Rosenquist says that in the Executive Session they will be reviewing the union contract with
349 the board.

350 E. Committees at the direction of the chair

351 D. Thomas says that this is now DEI and a committee, and it has been addressed.

352 N. Martin says the personnel committee has been dealing with other matters and the personal
353 policy is still important, they must squeeze this in.

354 C. Rosenquist updates trail #4 and the fence moving. He says the posts have been moved, the
355 contractor has been there again. He reports there is no charge to the town.

356 F. Public Works/Grounds/Recreation

357 Swim Passes

358 C. Rosenquist asks what other things could be added for pool activities. He knows we left off
359 the swim team and it is too late for them to address it for this summer, but we can do winter.

360 C. Letourneau asks if there is still a large amount of money available come February and
361 March, could we allow this to be used as this is the busy sign-up times for lessons, and it would
362 be nice to have money rolling into there so that people can advantage and sign up.

363 C. Rosenquist makes a motion to add swim team and senior workout sessions, N. Martin
364 seconds. All in favor, motion carried.

365 C. Letourneau brings up setting the new tax rate. Amber will be going over this with April and
366 it will be brought to the next meeting.

367 **10. OTHER**

368 **11. PLAN NEXT MEETING AGENDA**

369 A. 08/14/2023

370 B. Set Tax Rate

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

372 A. Schedule Executive meeting with SB and Kevin Kamisa - Mr Kamisa is requesting an
373 executive meeting with the board.

374 B. Personnel

375 C. Concerned Citizen message to the Board - Regarding a phone call to administrator 7/20

376 D. Union Contract - Briefing from Personnel Committee

377 C. Rosenquist made a motion to go into Executive Session concerning:

378 Topic A with the selectboard, C. Letourneau and D. Bergstrom,

379 Topic B with the selectboard and C. Letourneau,

380 Topic C with the selectboard and C. Letourneau,

381 seconded by N. Martin. All in favor, motion carried.

382 C. Rosenquist makes a motion to approve D. Penney as Minute Taker for the Selectboard at a
383 rate of \$20.00 per hour, D. Thomas seconded. All in favor, motion carried.

384 9:49 Motion to exit executive session by C. Rosenquist and seconded by N. Martin. All in favor.

385 **13. ADJOURN**

386 C. Rosenquist made a motion to adjourn the meeting at 9:50 p.m., seconded by N. Martin. All in
387 favor, motion passes.

388

389 **TABLED ITEMS:**

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

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

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

Selectboard Budget Meeting Minutes

Wednesday, August 2, 2023

4:00 p.m.

Chris Letourneau Meeting Room In-Person and/or Teleconference/Virtual

Approved: Unapproved

1. CALL ORDER – 4:01 P.M.

Selectboard Present: Devon Thomas Chair, Shannon Jenkins Vice-Chair, Jamie Comstock and Nicholas Martin.

Staff Present: Doug Bergstrom

Present on Zoom: Carl Rosenquist and Shannon Jenkins

2. BUDGET DISCUSSION

MOTION BY N. MARTIN TO BEGIN BUDGET DISCUSSION. SECOND BY J. COMSTOCK

THIS YEAR BOTH REGULAR BUDGET AND CAPITAL BUDGET TO BE DETERMINED

ESTABLISHMENT OF TIMELINE FOR BUDGET MEETINGS, GOALS AND MILESTONES

DISCUSSION OF WHAT IS REQUIRED FROM DEPARTMENT HEADS FOR THEIR BUDGETS. FIRST MEETING WITH ALL DEPARTMENT HEADS AND TREASURER WILL BE SEPTEMBER 6, 2023

STAY WITH ZERO BUDGET VERSUS “WISH LIST” FROM DEPARTMENTS. KEEP INCREASE AT 10 PERCENT OR LESS

N. MARTIN MADE THE MOTION TO END THE BUDGET DISCUSSION. J. COMSTOCK SECONDED

3. TAX RATE DISCUSSION

MOTION BY N. MARTIN TO BEGIN BUDGET DISCUSSION. SECONDED BY J. COMSTOCK

DISCUSSION OF SETTING TAX RATE BASED ON BUDGET VOTED ON BY TAXPAYERS

TAX RATE PRESENTATION AT NEXT REGULAR MEETING. INFORMATION WILL BE ADDED TO WEBSITE BY D. BERGSTROM

N. MARTIN MADE A MOTION TO SET THE TAX RATE .4056. SECONDED BY J. COMSTOCK

N. MARTIN MADE THE MOTION TO END THE BUDGET DISCUSSION. J. COMSTOCK SECONDED

J. COMSTOCK MADE THE MOTION TO END THE MEETING. N. MARTIN SECONDED – TIME: 5:12 P.M.

08/10/23
11:10 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 16 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From / / To 08/14/23

Page 1
bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
802 FLOOR	802 FLOORING LLC	1157	Husqvarna chainsaw	425.00	0.00		--/--/--
ABBA FUEL	ROBERTS ENERGY	137961	Abba's last invoice 4/24	1285.97	0.00		--/--/--
ABBA FUEL	ROBERTS ENERGY	940121	7/23 fuel	1333.79	0.00		--/--/--
ABBA FUEL	ROBERTS ENERGY	234028	5/18 due to Abba	1366.67	0.00		--/--/--
ABOVE PAR	ABOVE PAR CLEANING LLC	5165953	Cleaning svcs	1100.00	0.00		--/--/--
ACE	ST ALBANS ACE HARDWARE LLC	1042752	GFD truck repairs	77.75	0.00		--/--/--
ALLEGIANC	ALLEGIANCE TRUCKS	X12202116001	Chamber brake, clip spri	206.28	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	1RN4GVJJP4GQ	Trash bags	42.99	0.00		--/--/--
AMCARE	AMCARE AMBULANCE SYSTEMS INC	1383	Ambo svcs	5885.23	0.00		--/--/--
BLANK USA	BLANKS USA	7/27/23	NOTICE door hangers	27.65	0.00		--/--/--
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14197	IT 7/24-8/1/23	337.50	0.00		--/--/--
CAMPFR	CAMP PRECAST CONCRETE PRODUCTS	57572	Green lid	16.50	0.00		--/--/--
CHARB PAR	CHARLEBOIS TRUCK PARTS INC	IT58838	heavy duty crimper	335.75	0.00		--/--/--
CHEVALIER	CHEVALIER DRILLING CO., INC	88939	Beach testing	195.00	0.00		--/--/--
CHEVALIER	CHEVALIER DRILLING CO., INC	88940	Library testing	195.00	0.00		--/--/--
COMCAST	COMCAST	7/23FIRE	Acct4377 7/23	206.49	0.00		--/--/--
COMCAST	COMCAST	7/23GARAGE	acct7269 7/23 garage	198.98	0.00		--/--/--
COMCAST	COMCAST	7/23LIB	acct3304 7/23 lib	50.01	0.00		--/--/--
COSTCO	COSTCO WHOLESALE	7/21/23	Gatorade, ginger ale, pola	412.62	0.00		--/--/--
COSTCO	COSTCO WHOLESALE	8/4/2023	k-cups, plates	49.71	0.00		--/--/--
DCAHILL	DARCY CAHILL	8/23	Music on the green 8/23/	400.00	0.00		--/--/--
DESORCIE	DESORCIE EMERGENCY PRODUCTS, L	18684	Freightliner chassis	13550.00	0.00		--/--/--
DMV	VERMONT DMV	8/1/2023	Tamp registration	6.00	0.00		--/--/--
DMV	VERMONT DMV	08012023FIRE	Registration fees	58.00	0.00		--/--/--
EASTERN	EASTERN SALES, INC	12617	2023 Tax bills	501.00	0.00		--/--/--
EXIT18	EXIT 18 EQUIPMENT	87022	lid drum for beach	6.47	0.00		--/--/--
EXIT18	EXIT 18 EQUIPMENT	86699	cap, fuel tank	41.38	0.00		--/--/--
EXIT18	EXIT 18 EQUIPMENT	86721	12 lawn mower blades	84.00	0.00		--/--/--
EXIT18	EXIT 18 EQUIPMENT	86936	Blade	109.99	0.00		--/--/--
EYE MED	FIDELITY SECURITY LIFE INSURAN	165884470	8/23 vision ins.	57.67	0.00		--/--/--
FISHER	FISHER AUTO PARTS, INC.	308180971	Truck parts	25.68	0.00		--/--/--
FOURNIER	RENE FOURNIER FARM EQUIPMENT I	87604	blade, bolt	205.68	0.00		--/--/--
GAP	GEORGIA AUTO PARTS	68429	fuel filter	16.57	0.00		--/--/--
GEEK	GREEN MOUNTAIN GEEK LLC	1714	Windows update,install s	300.00	0.00		--/--/--
GEMS	GEORGIA ELEMENTARY & MIDDLE SC	FY23TRUE UP	FY23 True up final	462.14	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 LIB	7/23 lib	424.60	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23LIBWELL	7/23 lib well	27.12	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 FIRE	7/23 Fire	407.97	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23GMILLS	7/23 G.Mills	24.07	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 SALT SH	7/23 salt shed	23.20	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 ST LTS	7/23 st lts	215.53	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 GARAGE	7/23 garage	329.35	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 OLD GAR	7/23 old garage	23.00	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 TOWNCLE	7/23 tc	421.01	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	7/23 HS	7/23 HS	23.20	0.00		--/--/--
GOT THAT	GOT THAT RENTAL & SALES, INC.	116003	Grinder, stump vermeer	275.00	0.00		--/--/--
HARBOR	HARBOR FREIGHT	8/9/23	Tarps, drop cloths	271.81	0.00		--/--/--
INGRAM	INGRAM LIBRARY SERVICES	76875244	Lib supplies	1036.00	0.00		--/--/--
J&L	J & L HARDWARE, INC.	493637	Filter, yellow striping	217.45	0.00		--/--/--
JFS	JFS ELECTRIC, INC.	10617	Music on green	400.00	0.00		--/--/--

08/10/23
11:10 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 16 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From / / To 08/14/23

Page 2
bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
JOHNSONH	JOHNSON HARDWARE & RENTAL	86007 impact wrench ring	269.00	0.00			--/--/--
M JONES	CAROL ANN JONES	7/11SINGALON 7/11 sing along	50.00	0.00			--/--/--
MICROSOFT	MICROSOFT CORPORATION	E01000H31C 3/7-8/6/23 on line svcs	50.95	0.00			--/--/--
MICROSOFT	MICROSOFT CORPORATION	E01000H0CD 5/7-8/6/23 online svcs	15.12	0.00			--/--/--
MILTONACE	MILTON ACE HARDWARE	412634 GFD truck repair	100.20	0.00			--/--/--
MINUTEMAN	MINUTEMAN PRESS	56944 Tax bill envelopes	314.15	0.00			--/--/--
MRS	MILTON RENTAL & SALES INC	1642658 mower field brush	90.00	0.00			--/--/--
MRS	MILTON RENTAL & SALES INC	1642872 Floor saw rental	120.00	0.00			--/--/--
MRS	MILTON RENTAL & SALES INC	1642566 Reflective safety	463.92	0.00			--/--/--
MYERS	MYERS CONTAINER SERVICE CORP	7/23 BEACH 7/23 beach	94.70	0.00			--/--/--
MYERS	MYERS CONTAINER SERVICE CORP	7/23TOWN 7/23 town trash	174.76	0.00			--/--/--
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	53055 Right to use tables per	894.97	0.00			--/--/--
PAGE LAW	PAGE LAW PLLC	7/17/23 over paid	15.00	0.00			--/--/--
PESTPRO	PEST PRO, INC.	165495 Pest control	75.00	0.00			--/--/--
PRIORITY	PRIORITY EXPRESS	80592331 Lib loan	166.58	0.00			--/--/--
R.R.CHARL	R R CHARLEBOIS INC	IE39002 Return	-54.00	0.00			--/--/--
R.R.CHARL	R R CHARLEBOIS INC	RC82337 Engine degreaser	589.84	0.00			--/--/--
REYNOL	REYNOLDS AND SON INC	3427634 Boot Red leather firefig	1865.53	0.00			--/--/--
RIVERSIDE	RIVERSIDE AUTO & TRUCK	086870 Inspections	120.00	0.00			--/--/--
SEVENDAYS	SEVEN DAYS	230289 Job ads	289.00	0.00			--/--/--
STITZEL	STITZEL PAGE & FLETCHER P.C.	75326 June legal svcs	4085.63	0.00			--/--/--
T HURLBUT	TIMOTHY HURLBUT, PC	7/23 OVERPAY 1408 Bovat Rd overpaymen	15.00	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	1080158797 7/19 uniforms	68.22	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	108016458 8/2 Uniforms	68.22	0.00			--/--/--
UNIFIR	UNIFIRST CORPORATION	1080159999 7/26 uniforms	68.22	0.00			--/--/--
VALLEE2	R L VALLEE INC	7599917 7/23 fuel	513.26	0.00			--/--/--
VALLEE2	R L VALLEE INC	7599918 Fire dept fuel	78.58	0.00			--/--/--
VIKING	VIKING -CIVES USA	4526405 Tarp part spring pivot	205.64	0.00			--/--/--
VMERSDB	VMERS	JULY July vmers	8143.11	0.00			--/--/--
VST	VERMONT STATE TREASURER'S OFFI	10/1-12/31/2 10/1-12/31/22 marriage 1	100.00	0.00			--/--/--
VTSAFETY	VT DEPT OF PUBLIC SAFETY #7381	87994 Law enforcement	709.38	0.00			--/--/--
WATER CON	WATERSHED CONSULTING ASSOCIATE	2023-1886 GCC project, permitting	4565.02	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	239988227 water	189.90	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	CM2018900 credit on returned bottl	-18.00	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	CM2018910 returned bottles	-42.00	0.00			--/--/--
WILL&NICK	WILL AUSTIN	00001 Music on green 7/12	180.00	0.00			--/--/--

08/10/2023
11:10 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 16 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From / / To 08/14/23

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bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			58,327.68	0.00	0.00		

To the Treasurer of Town of Georgia, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ****58,327.68 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

Georgia Town Administrator

From: Ken Minck <kcminck@gmail.com>
Sent: Monday, July 31, 2023 9:19 AM
To: Georgia Town Administrator
Subject: Re: Slide#48

Cheryl, FYI Book 127 pages 593-95 describes the 20' ROW.

Ken

On Thu, Jul 27, 2023 at 4:37 PM Ken Minck <kcminck@gmail.com> wrote:

Hi Cheryl, Does the Commission need permission to continue a trail to the RGNA parking lot? There is a deeded 20' ROW from the trail to the parking lot. Already in place is a footbridge crossing an overflow from a detention pond.

Thanks, Ken
Attachment (1)

593.

5/5/2000

Section 6. Item #A.

EASEMENT DEED

KNOW ALL PERSONS BY THESE PRESENTS, that HARRISON SAND, INC., a Vermont corporation with a principal place of business in St. Albans, County of Franklin, and State of Vermont ("Grantor"), in consideration of One Dollar, and other valuable consideration, the receipt and satisfaction of which are hereby acknowledged, to be paid to them by the TOWN OF GEORGIA, a municipality located in Chittenden County, State of Vermont ("Grantee"), hereby GIVES, GRANTS, SELLS, CONVEYS and CONFIRMS unto the said Grantee, TOWN OF GEORGIA, and its successors and assigns forever, a perpetual easement and right-of-way for construction and maintenance of a sidewalk or sidewalks and/or construction and maintenance of a recreational pathway, all of the foregoing improvements to be dedicated and devoted to use by the general public, over, on and through property of the Grantor located in the Town of Georgia, County of Franklin and State of Vermont, and more particularly described as follows:

A strip of land twenty feet (20') in uniform width located on the southerly and westerly boundary of Grantor's property, beginning at the southeasterly corner of Lot 1 and proceeding in a generally northwesterly direction along the sideline of Vermont Route 104A to its point of termination on the easterly sideline of Georgia Town Highway No. 51 (a legal trail) at the southwesterly corner of Lot 2, as the same is depicted on a plan entitled "James and Janet Harrison, St. Albans, Vermont, Six Lot Subdivision, Vermont Route 104A, Georgia, Vermont, Overall Site Plan," prepared by Cross Consulting Engineers, P.C., dated April 10, 1999, last revised _____, and recorded in Map Slide ____, of the Town of Georgia Land Records.

Said strip of land being a portion of the land and premises conveyed to Harrison Sand, Inc. by Quit Claim Deed of James and Janet Harrison dated April 20, 1997, and of record in Volume 110 at Page 364 of the Town of Georgia Land Records.

STITZEL, PAGE &
FLETCHER, P.C.
ATTORNEYS AT LAW
BATTERY STREET
100 BOX 86
DUBLINGTON, VERMONT
802.248.7407

Grantee, its successors and assigns, shall have the right to construct, reconstruct, repair, maintain, replace, patrol, level, fill, drain and pave said recreational pathway, including the right to install, maintain, repair and replace all necessary bridges, culverts, cuts, curbs and ramps, at its sole cost, expense and risk.

By its recording of this Easement Deed, Grantee agrees, for itself and its successors and assigns, that any premises of Grantor lying outside the scope of the easement and right-of-way disturbed or affected by Grantee's exercise of the rights granted it hereunder shall be restored to their condition prior to such entry at Grantee's own cost and within a reasonable time, and acknowledges that it will indemnify and hold the Grantor harmless for any injury or damage resulting from the public use of said right-of-way not attributable to acts of the Grantor or its successors and assigns. Grantee, by the recording of this Easement Deed, acknowledges that this easement has been donated to the Town of Georgia, at no cost to the Town, with the intent that Grantor shall receive the full benefit and protection of 19 V.S.A. Section 2309.

For purposes of construction, a temporary easement and right-of-way extending five (5) feet on each side of the entire length of said permanent easement and right-of-way is hereby granted. Said temporary easement and right-of-way shall expire once construction is completed and the recreational pathway is open to the public.

Grantor, its successors and assigns, shall have the right to make use of the surface of the right-of-way and easement such as shall not be inconsistent with the use of said right-of-way, but specifically shall place no structures, landscaping or other improvements within said easement and right-of-way which shall prevent or interfere with the Grantee's ability to use said easement and right-of-way. Grantee acknowledges that the construction and maintenance of improvements necessary to provide access to Grantor's property shall not be inconsistent with the use of this easement by the Grantee.

Reference is hereby made to the above-mentioned plan and deed and the records thereof, and the references therein made all in further aid of this description.

TO HAVE AND TO HOLD the above granted rights and privileges in, upon and over said premises unto Grantee, its successors and assigns forever; and Grantor does for itself and its successors and assigns, covenant with Grantee and its successors and

575

assigns, that Grantor is lawfully seized in fee simple of the aforesaid premises, that they are free from all encumbrances, that the Grantor has good right and title to sell and convey the same as aforesaid and that Grantor, and its successors and assigns shall Warrant and Defend the same to Grantee and its successors and assigns forever against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, James Harrison, as duly authorized agent of Harrison Sand, Inc. hereunto sets his hand and seal this 5th day of May, 2000.

IN THE PRESENCE OF:

HARRISON SAND, INC.

Beth Bovat
Witness

By: James Harrison
James Harrison, its duly authorized agent

STATE OF VERMONT
COUNTY OF CHITTENDEN, SS.

At St. Albans in said County, this 5th day of May, 2000, James Harrison, the Duly Authorized Agent of HARRISON SAND, INC. personally appeared and she acknowledged this instrument, by her sealed and subscribed, to be her free act and deed as such Duly Authorized Agent and the free act and deed of HARRISON SAND, INC.

Before me, Beth Bovat
Notary Public
My Commission Expires: 2/10/03

gea002a.rea

Georgia Town Clerks Office
Rec'd for record 10:10 2000 A.D.
at 10 o'clock 55 minutes A.M.
Recorded in Book 127 Page 593-95
Attest Judith W. Greene
GEORGIA TOWN CLERK

Vermont Property Transfer Tax
32 V.S.A. Chap. 231
- ACKNOWLEDGMENT -
Return Rec'd. - vt. Board of Health Cert. Rec'd. -
vt. Land Use & Development Plans Act Cert. Rec'd.
Return No. SA-00-136
Signed Judith W. Greene
Date 5/5/00
GEORGIA TOWN CLERK

585.

WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS, that HARRISON SAND, INC., a Vermont corporation having its principal place of business in St. Albans, County of Franklin, State of Vermont ("Grantor"), in consideration of One Dollar and other valuable consideration, the receipt and satisfaction of which are hereby acknowledged, to be paid to them by the TOWN OF GEORGIA, a Vermont municipality located in the County of Franklin, Vermont ("Grantee"), by these presents, do freely GIVE, GRANT, SELL, CONVEY and CONFIRM unto the said Grantee, and its successors and assigns forever, a certain piece of land in the Town of Georgia and State of Vermont, described as follows, viz:

Being a parcel of land comprised of approximately 44 acres located on the northerly side of Vermont Route 104A in the Town of Georgia, and depicted as Lot 7 on a plat of survey entitled "James and Janet Harrison, St. Albans, Vermont, Six Lot Subdivision, Vermont Route 104A, Georgia, Vermont, Overall Site Plan," prepared by Cross Consulting Engineers, P.C., dated April 10, 1999, last revised _____, and recorded in Map Slide ____ of the Town of Georgia Land Records (the "Plan").

It is an express condition of this conveyance and the acceptance thereof that the premises herein conveyed to the Town of Georgia are to be used solely for recreational purposes, excluding all commercial use. Recreational purposes being interpreted as those purposes which will promote the good of the people of the Town of Georgia, it being the aim and objective of Grantors and Grantees herein that said property be maintained in their present condition if possible, but if necessary for development, that the same be limited to recreational purposes for the people of the Town of Georgia. This condition shall run with the land and shall be recited in full in any future deed of conveyance of the subject property.

Also included with this conveyance is a right of ingress and egress over and across a twenty foot (20') wide strip of land beginning at the easterly sideline of Deer Brook Drive so-called, on Lot 1 and proceeding in a northeasterly direction across Lot 1 to the westerly sideline of lot conveyed herein, all as shown on the aforementioned Plan as

STITZEL, PAGE &
 FLETCHER, PC
 ATTORNEYS AT LAW
 511 BATHING STREET
 P.O. BOX 1307
 BURLINGTON, VERMONT
 05402-1307

586

"Gated 20 FT. Access Easement in Favor of the Town of Georgia." This easement shall be for municipal purposes only and is not intended for use by the general public.

Grantor hereby reserves for itself, and its successors and assigns, two (2) easements for storm water drainage across the property herein conveyed, depicted as "20 FT Wide Drainage Easement" and "30 FT Drainage Easement in Favor of Bryce Realty & James and Janet Harrison" on the aforementioned Plan. Included in the foregoing easements and rights-of-way is the right of the Grantor to enter the premises for the purpose of installing, maintaining, repairing and replacing subsurface storm drainage pipelines and appurtenances at the sole cost of the Grantor, its successors and assigns, and the Grantor, its successors and assigns, shall restore the surface of the premises as may be disturbed in the course of maintaining, repairing and replacing said storm drainage pipelines and appurtenances to its condition prior to each such entry at Grantor's sole cost. Also included is the right of surface drainage across the said easements.

Included in the "20 FT. Wide Drainage Easement" is the right of access to lay, maintain and retract a temporary pipeline on the surface of the easement for the purposes of filling the fire suppression system water storage facility on the premises of the Grantors. Said temporary pipeline shall be laid across said easement area only for such amount of time as is necessary to fill the aforementioned water storage facility and shall be immediately retracted thereafter. Also included in the "20' Wide Drainage Easement" is the right to install, maintain, repair and replace a subsurface permanent pipeline in lieu of the temporary pipeline referred to above, for the purpose of serving the said fire suppression water storage facility. Grantor, its successors and assigns, shall indemnify and hold Grantee harmless against all risks of damage, loss, injury or otherwise which may occur in whole or in part because of Grantor's use of said temporary or permanent pipeline within the easement area. Grantor shall be responsible for obtaining and/or complying with all permits or other forms of government approval which are necessary in connection with the use of said temporary or permanent pipeline.

Being a portion of the lands and premises conveyed to Harrison Sand, Inc. by Quitclaim Deed of James and Janet Harrison, dated August 20, 1997 and recorded in Volume 116, Page 364 of the Town of Georgia Land Records.

The within conveyed land is subject to utility easements of record and flowage rights held by Central Vermont Public Service Corporation.

SITZEL, PAGE &
FLETCHER, PC
ATTORNEYS AT LAW
10 BATTERY STREET
D BOX 1507
WELINGTON VERMONT
05302-0507

This conveyance is subject to the terms and conditions of the State of Vermont Land Use Permit #6F0489-2, dated January 25, 2000 and recorded in Volume ____, Page ____ of the Town of Georgia Land Records.

Reference is hereby made to the above-mentioned deeds, and records and references therein contained in furtherance of this description.

TO HAVE AND TO HOLD said granted premises, with all the privileges and appurtenances thereof, to the said Grantee, Town of Georgia, and its successors and assigns, to its own use and behoof forever; and Grantor, Harrison Sand, Inc., for itself and its successors and assigns, covenant with the said Grantee, the Town of Georgia, and its successors and assigns, and until the ensealing of these presents it is the sole owner of the premises, and has good right and title to convey the same in the manner aforesaid, that it is free from every encumbrance, except as herein above-mentioned or referred to; it hereby engages to Warrant and Defend the same against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, Janet Harrison, as duly authorized agent of Harrison Sand, Inc. hereunto sets its hand and seal this 21 day of September, 2000.

IN THE PRESENCE OF:

HARRISON SAND, INC.

Kimberly Fielding
witness

By: *Janet C. Harrison*
Janet Harrison, as duly authorized agent

STITZEL, PAGE & FLETCHER, P.C.
ATTORNEYS AT LAW
171 BATTERY STREET
P.O. BOX 1507
BURLINGTON, VERMONT
05402-1507

Georgia Town Clerks Office
Filed for record 10-10-2000 A.D.
at 10 o'clock 55 minutes A.M.
Recorded in Book 127 Page 585-88
Attest *Judith W. Greene*
GEORGIA TOWN CLERK 3

Vermont Property Transfer Tax
32 V.S.A. Chap. 231
- ACKNOWLEDGMENT -
Return Rec'd. - Tax Paid - Board of Health Cert. Rec'd. -
Vt. Land Use & Development Plans Act Cert. Rec'd.
Return No. GA-00-135
Signed *Judith W. Greene*
Date _____
GEORGIA TOWN CLERK

588

STATE OF VERMONT
COUNTY OF CHITTENDEN, SS.

At Milton VT, in said County, this 31 day of September, 2000, Janet Harrison, as Duly authorized agent of HARRISON SAND, INC., personally appeared and she acknowledged this instrument, by her sealed and subscribed, to be her free act and deed and the free act and deed of HARRISON SAND, INC.

Before me, How N. Callan
Notary Public
My Commission Expires: 2-10-03

gea001C.clean.res

STITZEL, PAGE &
FLETCHER, P.C.
ATTORNEYS AT LAW
171 BATTERY STREET
PO BOX 1507
BURLINGTON, VERMONT
05402-1507

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS THAT **HARRISON SAND, INC.**, a Corporation formed and organized under the laws of the State of Vermont, with its principal place of business in the Town of Georgia, in the County of Franklin and State of Vermont, Grantor, in consideration of TEN AND MORE DOLLARS(\$10.00) paid to its full satisfaction by **BRYCE REALTY, INC.**, a Corporation formed and organized under the laws of the State of Vermont, with its principle place of business in Fairfax, in the County of Franklin and State of Vermont, Grantee, by these presents do freely, GIVE, GRANT, CONVEY and CONFIRM unto the said Grantee, **BRYCE REALTY, INC.**, and its, successors, heirs and assigns forever, a certain piece of land in the Town of Georgia, County of Franklin and State of Vermont, described as follows, viz:

Being a vacant parcel of land comprised of 16.956 acres, more or less, located on the northerly side of Vermont Route 104A in the Town of Georgia, and shown and depicted as Lot #6 on a certain Map Of Subdivision entitled "James & Janet Harrison" dated November 30, 1999, prepared by Cross Consulting Engineers, P.C. and bearing the seal and signature of Peter H. Cross, P.E. (CE) and recorded in Map Slide #48 of the Town of Georgia Land Records.

Reference is hereby made to the above referenced survey map for a more particular description of the metes and bounds of the said Lot #6. Reference is made to the following easements and rights of way which may affect the subject premises:

- a) a certain 30 foot drainage easement as shown and depicted on said map in favor of Bryce Realty and James and Janet Harrison;
- b) an Easement granted to N.E.T.&T. Co. d/b/a Bell Atlantic New England dated November 25, 1998 and recorded in Book 117, Page 348;
- c) an Easement granted to the Town of Georgia over a 20 foot strip dated May 5, 2000 and recorded in Book 127, Page 593. Said right-of-way is for a pedestrian access to lands owned by the Town of Georgia;

KIRK E ASSOCIATES
ATTORNEYS AT LAW
TWO NORTH MAIN ST.
SUITE 3
ST. ALBANS, VERMONT
05478-1665

d) property is subject to a certain flowage rights granted to Public Electric Light Co. dated August 13,m 1937 and recorded in Book 22, Page 285; and

e) property is subject to an Easement over a 20 foot strip of land for purposes of ingress and egress for municipal purposes only and not intended for use by the general public. Said easement is conveyed in a Warranty Deed dated September 21, 2000 and recorded in Book 127, Page 585.

The within conveyed premises are subject to a Declaration of Covenants, Conditions and Restrictions of the Harrison Industrial Park dated March 13, 2000 and recorded in Book 125, Page 68 of the land records of the Town of Georgia.

The within conveyed premises are subject to the terms and conditions of Land Use Permit #6F0489 dated November 28, 1995 and recorded in Book 102, Page 264; #6F0489-1 dated September 3, 1997 and recorded in Book 110, Page 172; #6F0489-1A dated February 5, 2002 and recorded in Book 139, Page 150; and Subdivision Permit #EC-6-2048 dated January 19, 2000 and recorded in Book 124, Page 195.

Being a portion of the lands and premises as conveyed to Harrison Sand, Inc. by Quit Claim Deed of James A. Harrison and Janet Harrison dated August 20, 1997 and recorded in Book 110, Page 364 of the Town of Georgia Land Records.

TO HAVE AND TO HOLD said granted premises with all privileges and appurtenances thereof, to the said Grantee, **BRYCE REALTY, INC.**, and its successors and assigns, to its own use and behoof forever; and the said Grantor, **HARRISON SAND, INC.**, for itself and its heirs, successors, executors and administrators does covenant with the said Grantee, **BRYCE REALTY, INC.**, its successors and assigns, that until the ensealing of these presents it is the sole owner of the premises and has good right and title to convey the same in manner aforesaid, that they are free from every encumbrance, except for existing easements, restrictions, and rights of way of record and as aforesaid; provided that this paragraph shall not reinstate any such encumbrances previously extinguished by the Marketable Record Title Act, Subchapter 7, Title 27,

KISSANE ASSOCIATES
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TWO NORTH MAIN ST.
SUITE 3
ST. ALBANS, VERMONT
05478-1665

V.S.A.; and it hereby engages to warrant and defend the same against all lawful claims
whatever.

IN WITNESS WHEREOF, I hereunto set my hand and seal this 10th day of
September, A.D. 2002.

IN PRESENCE OF:

HARRISON SAND, INC.

By: Janet A. Harrison,
its Duly Authorized Agent

STATE OF VERMONT
FRANKLIN COUNTY, SS.

At St. Albans, this 10th day of September, A.D. 2002, Janet A. Harrison, duly
authorized agent of Harrison Sand, Inc., personally appeared, and she acknowledged this
instrument, by her sealed and subscribed, to be her free act and deed and the free act and
deed of Harrison Sand, Inc.

Before me:

Notary Public

Georgia Town Clerks Office
Rec'd for record September 12, 2002 A.D.
at 1 o'clock 30 minutes P M.
Recorded by Book 144 Page 23-25
Attest Shirley K. Kane Town Clerk

Vermont Property Transfer Tax
32 V.S.A. Chap. 231
- ACKNOWLEDGMENT -
Return Rec'd - Tax Paid - Board of Health Cert. Rec'd -
Vt. Land Use & Development Plans Act Cert. Rec'd.
Return No. GA-02-127
Signed Shirley K Kane Clerk
Date September 12, 2002

KIRBY ASSOCIATES
ATTORNEYS AT LAW
TWO NORTH MAIN ST.
SUITE 3
ST. ALBANS, VERMONT
05478-1665

Assignment of Easement
Book 195 Pages 631-659

RIGHT-OF-WAY EASEMENT ON PRIVATE PROPERTY

I/We, BRYCE REALTY, INC. hereinafter called the Grantor, of GEORGIA, County of FRANKLIN, State of Vermont, in consideration of ONE DOLLAR (\$1.00) and other valuable considerations, to us paid by VERIZON NEW ENGLAND, INC., a corporation duly organized under the laws of the State of New York and CENTRAL VERMONT PUBLIC SERVICE CORPORATION, duly organized under the laws of the State of Vermont, hereinafter called the Grantees, receipt of which is hereby acknowledged, does hereby grant unto the said Grantees, their successors and assigns, the right to install, maintain, replace and remove, poles, anchor guys, wires and cables, and necessary trimming that will support electric and telephone wires, cables and fixtures, said poles, anchor guys, wires and cables being located on my/our land in the Town of Georgia, County of Franklin and State of Vermont, the location of said facilities being more particularly described as follows:

Said line to enter from Pole #114B7 located on the southerly side of Bryce Boulevard and then proceeding in a easterly direction for a distance of approximately 452' terminating at Pole #114B9. The width of the above described easement shall be 25' centered on the placement of the line by the Grantee.

To have and hold the above granted rights and privileges in, upon and over said premises to the said Grantees, their successors and assign, for their own use and behoof forever.

And we do hereby for ourselves and our heirs, executors and administrators, covenant with the said grantees and their successors and assigns, that we are lawfully seized in fee simple of the aforesaid premises, that we have good right to sell and convey the rights as aforesaid and that we will and our heirs, executors and administrators shall warrant and defend the same to the said grantees and their successors and assigns forever against the lawful claims and demands of all persons.

Witness my hand and common seal this 15th day of JUNE 2004.
Witness [Signature] [Signature] L.S.

STATE OF VERMONT
COUNTY OF FRANKLIN JUNE 15, 2004
Then personally appeared the above named JAMES BRYCE and acknowledged this instrument to be his free act and deed.

My Commission Expires 10 FEB 07
Before Me [Signature]
Notary Public

Georgia Town Clerks Office
Rec'd for record June 22 2004 AD
Recorded 11 00 AM
Recorded 165 8
Attest [Signature] Town Clerk

FRANKLIN
04-147

TOWN OF GEORGIA, VT

TOWN PLAN UPDATE - TOWN PLAN 2023



PROPOSAL

AUGUST 3, 2023



CONTACT
Michael Allen
P.O. Box 892
Dorset, Vermont 05251
www.regrowthplanning.com

EMAIL
mallen@regrowthplanning.com

PHONE
(518) 496-3009

JOINED BY:





View looking south along the D&H Rail Trail in West Pawlet, VT

August 3, 2023

Douglas Bergstrom
Zoning Administrator
Town of Georgia
47 Town Common Road
St. Albans, VT 05478



Re: Proposal for GEORGIA TOWN PLAN UPDATE

Mr. Bergstrom,

Please accept this document as my formal Proposal in response to the RFP for *Town of Georgia - Town Plan Update (Town Plan 2023)* on behalf of **Regrowth Planning**. Joining me for this work would be Rick Lederer-Barnes of **Upstate GIS** who would be providing GIS mapping needs associated with this planning effort. Rick and I have worked together for many years on dozens of projects, and I am happy to have him alongside me to assist in this effort.

As requested, I have provided in this proposal an approach and scope for completing this Town Plan based on two budget scenarios. Both scenarios begin with—and are driven by—a community-led discussion about issues which are important to Georgia residents and defining a vision for the future of the community.

Based on current workload, I would be available to begin this work around mid to late September, with Upstate GIS being available for mapping efforts beginning in October. Our goal would be to commence the first large public meeting before the holiday season, with a survey ready to launch early next year and the goal of completing a draft ready for public review in August.

I have included with this proposal related project experience and some sample work materials, for reference. In the meantime I invite you to visit my website, www.regrowthplanning.com, to learn more about my experience and work. Thank you very much for the invitation to submit a proposal for this effort.

If you have any questions about the proposal, do not hesitate to contact me anytime at (518)-496-3009.

Thank you for your time.

Michael B. Allen | Principal



TOWN OF GEORGIA, VT

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Appendix

- Sample Invoice
- Example Survey

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PROJECT APPROACH

The following scope of work is proposed to provide an updated Comprehensive Municipal Plan document for adoption by the Town of Georgia under two separate budget scenarios. Proposed services working within the initial budget of \$20,000 are shown in the left column. Other proposed services—which are in addition to the base proposal—are highlighted in the right column utilizing a total budget of \$35,000. For the purposes of this proposal, it is assumed that the selected consultant will be coordinating directly with a group of people, referred to hereafter as the “committee.”

\$20,000 Budget	\$35,000 Budget
<p>PREPARATION. At the commencement of the project, Regrowth Planning will review the existing 2017 Town Plan and mapping info available, and will spend time to tour and photograph the town to become familiar with the area.</p>	
<p>KICKOFF. Initial (in-person) kickoff meeting with town staff and committee members to discuss overall planning goals, schedule, topics of unique importance, and begin to outline early arrangements for the initial Public Workshop.</p>	
<p>ADVERTISING. Coordination with town staff on Public Workshop arrangements and preparation of advertising materials (for printing and digital distribution by the town). Advertising materials include a draft Press Release, 11x17” PDF poster for printing, and JPG/PNG artwork for social media/online distribution.</p>	
<p>COMMITTEE ZOOM MEETINGS. It is assumed that over the course of the planning project that there will be periodic coordination and review meetings with the committee, occurring approximately once per month. It is proposed that these meetings be conducted remotely via Zoom or similar application. A total of ten (10) remote meetings are budgeted in this scenario.</p>	
<p>MAPPING. Preparation of aerial maps of the town and related display boards to be used in the Public Workshop.</p>	

\$20,000 Budget

\$35,000 Budget

2017 PLAN REVIEW. Coordination with the committee to review the goals and strategies of the existing 2017 Town Plan to identify any items which may no longer be relevant to carry forward, and which areas may likely need more attention.

PUBLIC WORKSHOP. Hosting and facilitation of a Public Workshop. The purpose of this Public Workshop will be to inform the public about the Municipal Plan update effort, outline the steps and schedule, present a review of the current plan, and begin an interactive discussion with the audience to identify important community issues and ideas which they would like to see addressed or researched as part of the planning effort. The input received at this meeting will be used to help identify topics and questions for a Community Survey, where additional detail and opinions can be collected from a wider audience. This presentation will include an update to some selected statistics (e.g. population, median home price) to show what has changed since the last plan and trends.

ONLINE COMMENT FORM. Development of an Online Comment Form, where residents can submit comments and suggestions related to the Town Plan Update over the course of the planning project. Comments submitted will be collected and periodically shared with the committee.

DRAFT SURVEY QUESTIONS. Preparation of draft Community Survey questions for review and discussion with committee members.

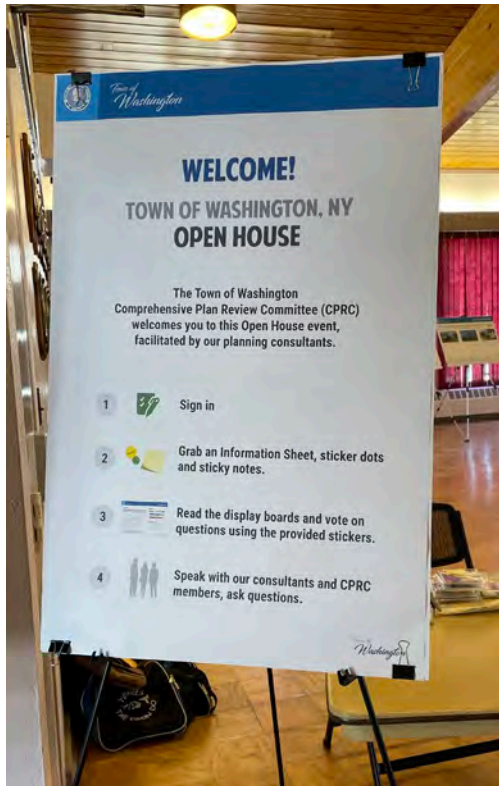
ONLINE SURVEY. Development of an Online Community Survey, utilizing Survey Monkey or similar online platform, as well as related advertising materials to invite local residents to participate in the survey, for distribution by the town. The purpose of this survey is to get more refined input on important issues identified by the public, identify relative priorities of importance, and provide an opportunity for the public to weigh in on additional topics or suggestions they have for the Town Plan.

OPEN HOUSE EVENT. In the hours prior to the Public Workshop, hosting and facilitation of an Open House event where residents are invited to stop by at their leisure during a 4 hour open period. Informational handouts and display boards will be used to walk attendees through the presentation materials, query them about topics of interest, and solicit input. The purpose of this option is to provide more schedule flexibility for people who may not be able to attend the main presentation.

PROJECT WEBPAGE. Development and management of a dedicated Project Webpage, where all information related to the Town Plan update is provided and updated for easy reference by the public. An example of a recent project webpage can be found at:
www.regrowthplanning.com/Pawlet

PAPER SURVEY. Design of a duplicate hardcopy (paper) Community Survey which directly mirrors the online version, for printing and distribution by the town as part of a more thorough and statistically accurate outreach campaign. The details and methods for this paper survey to be determined later. At the completion of the survey period, Regrowth Planning will manually tabulate the paper responses collected and merge them with the online responses to form the full survey results.

PROJECT APPROACH, CONT.



Far Left: Welcome board used to help orient visitors during an Open House planning workshop in the Village of Millbrook, NY.

Left: Advertising poster developed by Regrowth Planning to announce a town-wide survey which was being mailed out to local households.

Below: Open House conducted by Regrowth Planning in the Village of Millbrook, NY, where people were invited to discuss potential updates to the Comprehensive Plan, and provide early input to inform the survey design.



\$20,000 Budget

\$35,000 Budget

SURVEY REPORT. Preparation of a Community Survey Report, detailing the results of the survey responses, for committee review and made available to the public.

TOPIC MEETINGS. Additional Public Input Meetings. Based on the results of the Community Survey, a number of selected topics or issues may emerge which are of high importance to the community and warrant additional discussion. The purpose of these additional Public Input Meetings is to review the results and findings of the Community Survey, and discuss selected topics and potential recommendations in more detail. Regrowth Planning proposes to host and facilitate a total of two (2) additional public meetings for this purpose. Public comments collected will be noted and provided to the committee for consideration.

PRELIMINARY DRAFT PLAN. Preparation of Preliminary Draft Town Plan. Based on the input from the Community Survey and committee members, Regrowth Planning will develop a preliminary draft (version 0.9) updated Town Plan for review and comment by the committee.

DRAFT PLAN. Preparation of Draft Town Plan. Based on the review comments from the committee, Regrowth Planning will develop the draft (version 1.0) updated Town Plan for online posting and review by the public. Comments on the draft plan can be collected utilizing the Online Comment Form described above. Target date August 2024.

DRAFT PLAN PRESENTATION. In addition to collecting public comments on the draft plan from the Online Comment Form, Regrowth Planning will host and facilitate a presentation of the Draft Plan and solicit comments from the public. Public comments collected, both at the in-person meeting and online, will be noted and provided to the committee for consideration.

REVISED PLAN. Preparation of Revised Town Plan. Based on review comments from the public and direction from the committee, a revised Town Plan will be prepared (Version 1.9) for review and comment by the committee.

FINAL PLAN & PLANNING COMMISSION HEARING. Preparation of Final Town Plan. Based on review comments and direction from the committee, Regrowth Planning will revise and finalize the document (Version 2.0) in preparation for formal public review and Planning Commission public hearing required under 24 V.S.A. § 4384.

SELECTBOARD HEARING. Regrowth Planning will present the Final Town Plan to the Town of Georgia Selectboard as part of one of the two Public Hearings required for formal legislative adoption under 24 V.S.A. § 4385.

Anticipated Completion Date: January 2025

PROJECT APPROACH, CONT.

DOCUMENT CONTENTS AND FORMAT

It is anticipated that this plan will carry forward much of the existing text of the current plan where applicable, and updated with new text or information, organized roughly as follows:

- » Introduction
- » Summary of the planning process (New)
- » Existing conditions data and maps:
 - ◆ Updated data for all applicable tables and figures where aligned information is available.¹
 - ◆ Updates for all maps found in the 2017 Plan, in full-page format (Note: For methodology and data consistency, Regrowth Planning anticipates assistance from the Northwest Regional Planning Commission to create an updated Map 6.1 “Community Buildout”)
- » Summary of issues and opportunities identified (New)
- » Community Vision (New)
- » Updated Goals and Policies

Final Deliverables: Updated Comprehensive Municipal Plan, professionally developed in Adobe InDesign CC software, in both *.indd and *.pdf file formats suitable for printing and online posting. Copies of all electronic files created during the work, including associated photographs, GIS maps, meeting notes and community survey results.

This work would be billed monthly on a percentage-complete basis for each task listed, inclusive of expenses. I have included a sample invoice at the end of this proposal, as well as other materials, for your review.

¹ Wherever possible, existing table and figure data will be extended to also include more recently available data from their original data sources (e.g. U.S. Census Decennial or American Community Survey data), however due to changes in data collection methods, new data may not always provide “apple-to-apple” comparisons across years, or current data may not be readily available.

ONLINE SAMPLE

An online comment form is an increasingly useful and popular tool to collect public feedback. It allows the public to provide input to a central location, and provides the opportunity to ask short “survey” questions if desired. Unlike a public forum post, other people do not see what is written. To see a sample online comment form recently deployed, visit: www.regrowthplanning.com/comment

ONLINE SAMPLE

To see a sample report showing the results of a community survey recently completed, visit: www.tinyurl.com/pawlet-proposal



Vision Maps can be very helpful to summarize the primary goals and strategies of a community in an easy to understand format which the public will take the time to read and understand. A poster of the community vision can be posted in Town Hall to remind people of the goals and vision which they worked to develop.

PROJECT APPROACH, CONT.

SPECIAL NOTES & PROPOSAL ASSUMPTIONS



Michael Allen has over 17 years' of experience designing and facilitating public meetings and workshops for community planning discussions, as well as experience facilitating interactive online web-based video meetings where social distancing limitations apply.

Below: Michael Allen of Regrowth Planning presents the results of a community-wide survey to residents of Chatham, New York as part of their comprehensive plan update

- ◆ *It is anticipated that the Town of Georgia and the Northwest Regional Planning Commission will be able to assist with providing copies of relevant planning documents, and local data including tax rates, GIS shapefiles, building permit data and similar information, particularly as it applies to data previously calculated by them.*
- ◆ *It is anticipated that the Town of Georgia will assist in the scheduling and reserving of any physical meeting locations, as applicable.*
- ◆ *Because the potential size of a Community Survey is unknown (including the number of questions, number of pages, distribution method, number of households, return postage options, etc.) this proposal does not include any costs associated with the printing, postage, mailing, distribution or collection of paper survey copies.*
- ◆ *This proposal does not include costs associated with printing, mailing, postage or distribution of draft documents, posters, flyers, mailings or costs associated with advertising the public meetings or presentations in the local media.*
- ◆ *This proposal does not include the completion of environmental review forms, public notices, declarations or distribution of review materials required under Local Law, or the State of Vermont/Act250.*



PROJECT APPROACH, CONT.

FINAL THOUGHTS

I hope that this proposal fits your needs, and wish you the best of luck with this endeavour. I think this could be a very fun community effort.

Overall, it was observed that the existing 2017 Plan is very data-heavy, and does not appear to reflect much in the way of community input. While the detailed data provided is interesting, it is not clear how it was used to inform the goals and policies of the plan. While this proposal tries to address the basic request of updating the plan information, it is suggested that the town also consider an alternative format which might reflect more of a community-driven perspective to the issues.

While the informative data is useful, I would be interested in discussing with town some options to have the plan showcase more of the community, the people, and their vision for what they would like to see.

These are some of the ideas which I would like to explore with you and the community as part of the planning discussion, and I hope to hear from you.

Respectfully Submitted,



Michael B. Allen, A.I.C.P.
Regrowth Planning

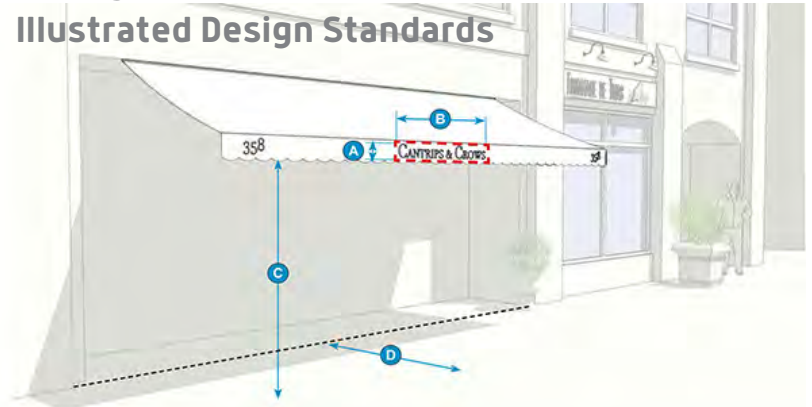




About

Regrowth Planning was founded in 2020 by Michael B. Allen, A.I.C.P. who has been a practicing professional planner since 2003. In his prior work, Michael served as Senior Associate with Behan Planning and Design of Saratoga Springs, a firm he still collaborates with. Michael has over 20 years of planning experience working directly with municipalities and the public to improve their communities through illustrated zoning codes, design guidelines and strategic plans.

Zoning Codes & Illustrated Design Standards



Sign Dimensions

	Transect Zones (T4, T5, T6)	(districts)	(districts)
A Text height (max.)	8"		
B Text width (max.)	80% width of awning/15 feet max.	25% of awning face, up to 100 s.f.	
C Vertical clearance (min.)	7 feet	7 feet	7 feet
D Extension from facade (max.)	7 feet	7 feet	7 feet

Illustrated zoning codes and design standards provide clear graphics of the technical zoning requirements, conveying a lot of information into easy-to-read and understandable diagrams. This helps to make complex code requirements much more user friendly to applicants and the public. They are particularly useful in providing clear guidance on the desired visual aesthetic of new development, utilizing a combination of illustrations and photographs to convey a range of desired design solutions.



Goals

Create vibrant, mixed-use communities where people actually enjoy walking, shopping and living.

Raise the standard for design to create places that contribute to the character of the community and make it a desirable destination.

Re-balance the transportation network to include walking, bicycling, multi-use trails and other complete streets initiatives.

Strengthen existing downtowns, towns and village centers with supportive infill development.

Transform dying big-box retail development areas with attractive and pedestrian-friendly infill development.

Services

Community Planning

Zoning Updates

Public Outreach & Engagement

Form-based Codes

Design Guidelines

Computer Visualizations

Photosimulation Renderings

Informational Videos



Computer rendering of proposed pedestrian crossing along Empire State Trail and Erie Canal.

Photosimulations & Computer Modeling

“Before & After” photoshop simulations and computer renderings help to allow local officials and the public to better visualize future development scenarios, assess potential building impacts, and to envision their desired community improvements such as a new park, streetscape or municipal building.

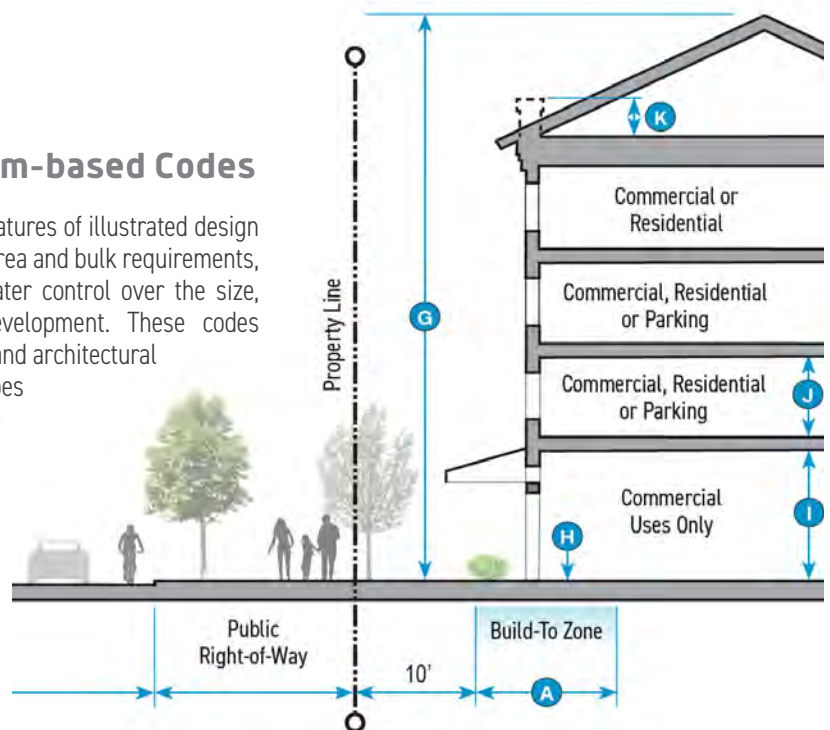


Community Planning & Public Outreach

Long-term vision planning—through Town Plans, Comprehensive Plans, Open Space & Farmland Protection—is built on successful public outreach. The hosting of large public meetings, interactive workshops, open houses whether in-person or virtual, is a cornerstone of modern planning. Regrowth Planning specializes in designing and facilitating these events with community surveys to collect input that drives the vision.

Form-based Codes

Form-based codes combine the features of illustrated design standards with detailed building area and bulk requirements, providing a community with greater control over the size, scale and massing of new development. These codes emphasize desired building form and architectural design characteristics over the types of building uses within them, often providing more flexibility and encouraging a mix of uses.



Upstate GIS

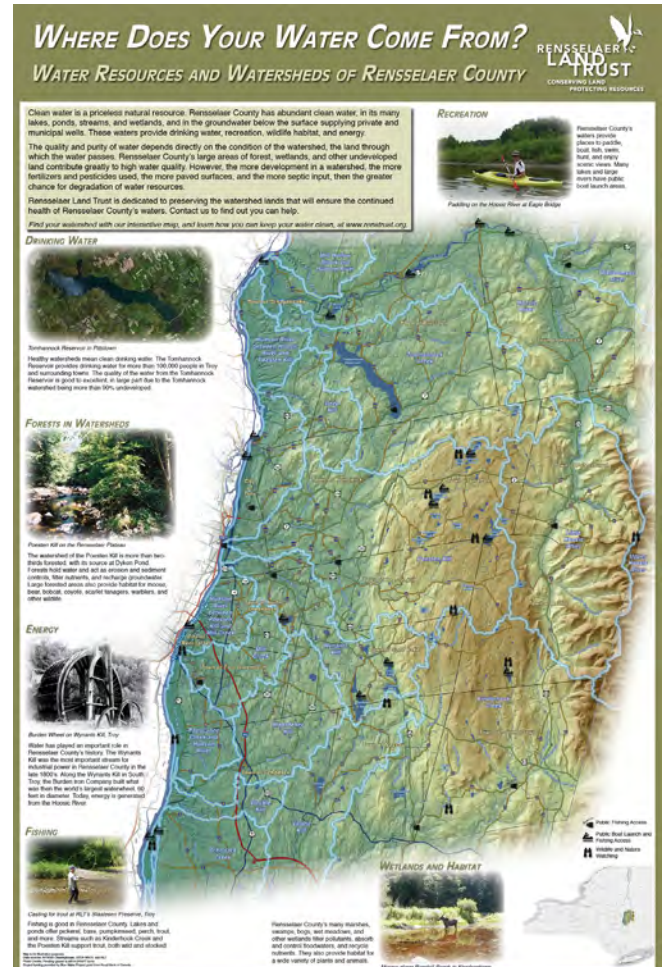
Geographic Information Systems

Upstate GIS is a sole proprietorship of Rick Lederer-Barnes, located in Cambridge, NY. Rick is an Independent Geographic Information Systems (GIS) Specialist and Environmental Planner with 20 years of GIS experience working in both the municipal planning and environmental consulting industries. Rick provides contracted support to consulting firms in the Northeast, as well as direct services to municipalities and organizations. Rick's primary focus is on providing geospatial analyses and high quality maps and graphics, whether the focus is a small neighborhood or a large region. In addition Rick provides planning support from inventory and analyses to testing and editing of zoning.

Upstate GIS provides a wide range of services - these include, but are not limited to:

- Cartography - including inventory and vision mapping
- Spatial Analysis
- Viewshed Analysis
- Zoning and Build-out Analysis
- Natural Resource Inventories
- Farmland Protection Planning
- Site Selection / Suitability Analysis
- Environmental Review
- 3-D Modeling
- Web Maps

Through the years Rick has authored hundreds of maps for use in public planning documents, such as comprehensive plans, open space and farmland protection plans, and community vision plans. These maps illustrate important information about communities, such as land use patterns, recreational opportunities and environmentally sensitive areas. In many cases new data layers needed to be created through digitizing of scanned documents and/or tracing of orthophotographs. Rick has also created several official zoning maps for municipalities. These maps are considered legal documents and are adopted as part of municipalities' local laws.



Informational poster developed by Upstate GIS for the Rensselaer Land Trust to promote watershed education.

Several maps are incorporated into a larger poster to help tell a story, such as a vision for a community or an educational piece, such as the map depicted above.

Michael Allen, AICP
Regrowth Planning



I have been a practicing professional planner since 2003, with 20 years of experience working directly with municipalities and the public to help improve their communities. Prior to founding Regrowth Planning in 2020, I served as Senior Associate with Behan Planning and Design of Saratoga Springs for over twelve years, and worked as Principal of my own consulting firm Bailliere Consulting specializing in zoning updates. Working today as a sole-practitioner, my work focuses on developing zoning updates, with illustrated form-based codes and design guidelines, and facilitating public outreach efforts. Over the course of my career I have worked to develop planning strategies for comprehensive plans, open space and farmland protection plans and many other community visioning efforts.

I take great pride in my ability to develop and facilitate a wide variety of public outreach efforts. While these typically started out as large public meetings, presentations, workshops, open houses and “pop-up” workshops, they have evolved more today to including remote/virtual exercises, including hosting online webinars, interactive zoom meetings with live audience polling, and online community surveys.

Role: For this project, I would take the lead on all project deliverables, including the design and facilitation of public outreach events, meetings, surveys as well as the drafting of the Town Plan document and associated visuals.

Rick Lederer-Barnes
Upstate GIS

Rick Lederer-Barnes is a GIS Specialist and Environmental Planner with 20 years of GIS experience working in both the municipal planning and environmental consulting industries. Rick’s primary focus is on providing geospatial analyses and high-quality maps and graphics, whether the focus is a small neighborhood or a large region. In addition, Rick provides planning support from inventory and analyses to testing and editing of zoning. Through the years Rick has authored hundreds of maps for use in public planning documents, such as comprehensive plans, open space and farmland protection plans, and community vision plans. These maps illustrate important information about communities, such as land use patterns, recreational opportunities and environmentally sensitive areas.

Rick has also worked on multiple comprehensive plans, open space and farmland protection projects, solar analysis and other projects related to mapping and analysis, as well as report writing and workshop facilitation for the Rensselaer Plateau plan and several other open space and conservation plans including the Shawangunk Mountains Regional Open Space Plan, the Saratoga County Green Infrastructure Plan, the Marbletown Natural Heritage Plan and the Saugerties Open Space Plan.

Role: Rick would be providing all mapping and GIS needs as part of the effort, including the development of updated maps to reflect the existing conditions of the town, and preparing maps and aerial photography as necessary for the public meetings. It is anticipated that the Regional Planning Commission will need to prepare an updated “Build Out” map, if one is necessary.

Full resumes for team members are provided on the following pages.

Michael B. Allen, AICP

Principal, Regrowth Planning



Michael B. Allen has been a practicing professional planner since 2003, with 20 years of experience working directly with municipalities and the public to help improve their communities. Prior to founding Regrowth Planning in 2020, Michael served as Senior Associate with Behan Planning and Design of Saratoga Springs for over twelve years, and was Principal of his own consulting firm specializing in zoning updates. Michael specializes in developing illustrated form-based codes and design guidelines. Over the course of his career he has worked to develop planning strategies for comprehensive plans, master plans, open space and farmland protection and community enhancements.

EDUCATION

Bachelor of Architecture | 1993
Syracuse University School of Architecture
Syracuse, New York

PROFESSIONAL EXPERIENCE

Senior Planner / Senior Associate | 2007-2020
Behan Planning and Design – Saratoga Springs, NY

Principal | 2002-2007
Bailliere Consulting – Saratoga Springs, NY

Project Architect / Project Manager | 2000-2002
Einhorn Yaffee Prescott, A/E, – Albany, NY

Project Architect | 1997-2000
O'Connor & March Architects – Albany, NY

Architectural Designer | 1995-1997
Brandt-Poost Architects – East Greenbush, NY

Draftsman / Designer | 1993-1994
Badger & Associates – Manchester, VT

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners
American Planning Association
New York Planning Federation

PRIOR COMMUNITY WORK

Round Lake Zoning Board - Village of Round Lake, NY
Dorset Planning Board - Town of Dorset, VT
ReBuild Prattsville, Volunteer - Prattsville, NY

PROJECT EXPERIENCE

Project experience including employment at prior firms.

Comprehensive & Master Planning

COMPREHENSIVE PLAN

Town of Chatham, NY
Ongoing - Expected completion 2023

COMPREHENSIVE PLAN

Town of Schroepfel, NY

COMPREHENSIVE PLAN HOSPITALITY STUDY

Town of Washington, NY

WEST PAWLET VILLAGE PLAN

Town of Pawlet, VT

BELMONT VILLAGE PLAN

Town of Mount Holly, VT
Ongoing - Expected completion 2023

COMPREHENSIVE PLAN

Town of Woodstock, NY
Behan Planning and Design

COMPREHENSIVE PLAN

Town of Wallkill, NY
Behan Planning and Design

COMPREHENSIVE LAND USE PLAN

Town of East Greenbush, NY
Behan Planning and Design

ROUTE 30 CORRIDOR IMPROVEMENTS STUDY

Town of Manchester, VT
Bailliere Consulting

CAPITAL DISTRICT TRAILS PLAN

Capital District Transportation Committee (CDTC)
Behan Planning and Design

ALBANY BIKE AND PEDESTRIAN MASTER PLAN

City of Albany, NY and the Capital District
Transportation Committee (CDTC)
Subconsultant to Nelson/Nygaard Consultants

TOWN CENTER MASTER PLAN

Town of Clifton Park, NY
Behan Planning and Design

ROUTE 119 COMPLETE STREETS PLAN

Town of Tarrytown / City of White Plains
Subconsultant to Nelson/Nygaard Consultants

EXIT 17 / ROUTE 9 CORRIDOR LAND USE & TRANSPORTATION STUDY

Town of Moreau, NY
Subconsultant to Creighton Manning Engineering

DOWNTOWN PARKING STUDY

City of Poughkeepsie, NY
Subconsultant to Nelson/Nygaard Consultants

NEW PALTZ INTERMODAL FEASIBILITY STUDY

Ulster County, NY
Behan Planning and Design

TOWN CENTER PARK MASTER PLAN

Town of Clifton Park, NY
Behan Planning and Design

Michael B. Allen, Continued



PROJECT EXPERIENCE

NEW CITY HAMLET VISION PLAN

Town of Clarkstown, NY
Behan Planning and Design

WEST NYACK HAMLET VISION PLAN

Town of Clarkstown, NY
Behan Planning and Design

ERIE CANAL PARK MASTER PLAN

Town of Pittsford, NY
Behan Planning and Design

NATURAL HAZARD MITIGATION PLAN

Town of Wallkill & City of Middletown, NY
Behan Planning and Design

HAZARD MITIGATION PLAN

Delaware & Sullivan Counties, NY
Subconsultant to SUNY AVAIL Laboratories

FARMLAND PROTECTION PLAN

Town of Wallkill, NY
Behan Planning and Design

FARMLAND PROTECTION PLAN

Town of Milton, NY
Behan Planning and Design

OPEN SPACE PLAN

City of Kingston, NY
Behan Planning and Design

EAST GREENBUSH AMENITIES PLAN

Town of East Greenbush, NY
Behan Planning and Design

LOCAL WATERFRONT REVITALIZATION PLAN

Town of Marlborough, NY
Behan Planning and Design

LOCAL WATERFRONT REVITALIZATION PLAN

Village of Hoosick Falls, NY
Subconsultant to Barton & Loguidice Engineers

LOCAL WATERFRONT REVITALIZATION PLAN

Town of Crown Point, NY
Subconsultant to Saratoga Associates

LOCAL WATERFRONT REVITALIZATION PLAN

Town of Brewerton, NY
Subconsultant to Saratoga Associates

FREEMANS BRIDGE ROAD FEASIBILITY STUDY

Town of Glensville, NY
Subconsultant to Creighton Manning Engineering

[Zoning Codes and Design Guidelines](#)

ZONING & DESIGN GUIDELINES

Town of Williston, VT
Ongoing - Expected completion 2022

VILLAGE DESIGN GUIDELINES

Village of Voorheesville, NY
Subconsultant to CP&EA

TOWN CENTER SMART GROWTH ZONING

Town of Plattsburgh, NY
Subconsultant to Chazen Engineering

TOWN CENTER FORM-BASED ZONING CODE

Town of Clifton Park, NY
Behan Planning and Design

NEW CITY HAMLET ZONING AND DESIGN GUIDELINES

Town of Clarkstown, NY
Behan Planning and Design

RONDOUT CREEK ZONING UPDATE & DESIGN GUIDELINES

City of Kingston, NY
Bailliere Consulting

INLET VALLEY ZONING AND DESIGN GUIDELINES

Town of Ithaca, NY
Behan Planning and Design

RESIDENTIAL NEIGHBORHOOD ZONING & DESIGN GUIDELINES

Town of Pittsford, NY
Behan Planning and Design

B-3 DISTRICT ZONING UPDATE

Village of New Paltz, NY
Behan Planning and Design

TRADITIONAL NEIGHBORHOOD ZONING AND DESIGN GUIDELINES

Town of Amherst, NY
Behan Planning and Design

CONSERVATION SUBDIVISION REGULATIONS & DESIGN GUIDELINES

Town of Wallkill, NY
Behan Planning and Design

COMPREHENSIVE ZONING UPDATE

Town of East Greenbush, NY
Behan Planning and Design

ZONING REVIEW & UPDATE

Town of Rosendale, NY
Behan Planning and Design

COMPREHENSIVE ZONING AMENDMENTS

Town of Wallkill, NY
Behan Planning and Design

ADULT USES ZONING UPDATE

Town of Wallkill, NY
Behan Planning and Design

MIDTOWN DESIGN STANDARDS

City of Kingston, NY
Bailliere Consulting

BROADWAY DESIGN STANDARDS

City of Newburgh, NY
Behan Planning and Design

DESIGN GUIDELINES

Village of North Bennington, VT
Bailliere Consulting



Rick Lederer-Barnes

GIS Specialist & Environmental Planner

Education:

BS, Geology
Union College, Schenectady, NY (1998)

MS, Geosciences
Brown University (2000)

Post-Baccalaureate Certificate in
Geographic Information Systems,
Pennsylvania State University (2005)

Years of GIS Experience:

20 years

Areas of Experience:

Cartography - including inventory and
vision mapping
Spatial Analysis
Viewshed Analysis
Zoning and Build-out Analysis
Web map creation and remote data
collection
Story Maps
Analysis of Land Use Regulations
Agriculture and Farmland Protection
Planning
SEQRA
Comprehensive and Strategic Planning
Environmental Planning, including
environmental assessment
Fiscal Analysis
Community Input Facilitation: focus
groups, workshops, surveys, online
technologies

Summary of Qualifications:

Mr. Lederer-Barnes is the Sole Proprietor of Upstate GIS, located in Cambridge, NY. Mr. Lederer-Barnes is an Independent Geographic Information Systems (GIS) Specialist and Environmental Planner with 20 years of GIS experience working primarily with the municipal planning and environmental consulting industries. Mr. Lederer-Barnes provides contracted support to consulting firms in the Northeast, as well as direct services to municipalities and organizations. He specializes in cartographic design, data creation and analysis, viewshed analysis and build-out analysis. He provides professional planning services in the areas of farmland and open space preservation, zoning, SEQR preparation and review, environmental review and analysis, fiscal analysis, and community visioning. In addition to his professional experience, Mr. Lederer-Barnes served on his local Village board as a trustee for 5 years, two of which serving as the Deputy Mayor.

Relevant Experience

GIS Specialist / Environmental Planner, Upstate GIS

Cambridge, NY – April 2012 to Present

Primary focus is on providing geospatial analyses and high-quality maps and graphics - whether the focus is a small neighborhood or a large region. Provides GIS and/or planning support for hundreds of projects and provides direct services to several organizations including land trusts, businesses, and municipalities.

GIS Specialist / Environmental Planner, Behan Planning and Design

Saratoga Springs, NY – 2005-2012

Managed several projects, including the Town of Charlton Farmland Protection Plan, the Town and Village of New Paltz Build-out and Fiscal Analysis, and the Mohawk Hudson Land Conservancy GIS Analysis for Strategic Land Acquisition Planning. Also served as a team member on over 60 planning and design projects for approximately 40 unique clients.

Project Manager & Environmental Scientist, SAGE Environmental

Pawtucket, RI – 2000-2004

Managed several soil and water impacted remedial sites in the Northeast. Responsible for the completion of Site Investigation Reports, Phase I through V reports for MA, and periodic status reports for submission to RI, MA and NY. Authored over 100 ASTM Phase I Environmental Site Assessment Reports, in addition to numerous Phase II Limited Subsurface Investigations for clients in the private sector. Also served as SAGE's GIS coordinator, involving preparation of GIS maps and presentations and training colleagues on the use of ArcView.



A view north of the farms along Waldorf Road in Chatham, a beautiful rural agricultural community.

Comprehensive Plan - Phase I & II

Town of Chatham, NY

The Town of Chatham, NY was looking to develop an update to its Comprehensive Plan, last adopted in 2009. Regrowth Planning was selected to assist the community with the first phase of this effort, which included a robust community outreach effort.

Working with a committee of volunteers and town board members, Regrowth Planning developed and facilitated a public meeting to identify issues and ideas of importance to local residents. Due to COVID precautions, the meeting was held in an open-air performance space, and simultaneously broadcast online, with all participants able to interact, submit comments and answer live-polling questions.

The input collected was used to develop a survey which was mailed town-wide to over 2,800 households and available online, with the results being summarized in a detailed 100-page report covering topics including farming, solar-arrays and short-term rentals such as AirBnB.

Regrowth Planning has since been hired by the Town of Chatham to draft a new Comprehensive Plan and implement necessary zoning updates, which are anticipated to be completed in 2023.



Year Completed: Est. completion Fall 2023

Prime: Regrowth Planning

Project Reference:

Abi Mesick, Town Board Member/Chair CPURC
Town of Chatham, NY
amesick@chathamnewyork.us (518) 653-6272



Volunteers and members of the CPURC after completing "Stuff-A-Thon" for survey mailings.



The main intersection in West Pawlet Village centered around the WWI Monument.

West Pawlet Village Master Plan

Town of Pawlet, VT

The Town of Pawlet Vermont was seeking to develop a Master Plan for the future vision of their West Pawlet Village. Regrowth Planning began the process with an Open House event to brainstorm issues, followed by a community survey to identify priority topics and gather different ideas, as well as a visitor survey for travelers along the Rail Trail.

Key issues identified in the community included the need for a new corner grocery store and other businesses, roadway intersection safety improvements around the WWI Monument, village beautification, capturing Rail Trail tourism visitors and reducing costs of the local wastewater treatment plant.

This project is currently conducting a series of topic-based Pot Luck Dinner Meetings to discuss potential solutions to top issues. This included a presentation on different roadway intersection design options, where the WWI Monument could be showcased in a way which better honors those it pays tribute to while resolving many pedestrian and vehicle intersection conflicts.



Year Completed: 2023

Prime: Regrowth Planning

Project Reference:

Jessica Van Oort
Town Selectboard, Town of Pawlet, VT
jvanoort.pawletsb@gmail.com (802) 325-3541





Old Brick Church in historic Williston Village

Village Zoning & Design Guidelines

Town of Williston, VT

The Town of Williston Vermont was seeking to redevelop the zoning ordinance for their Village Zoning District (VZD), which included a National Register Historic District as well as many contributing structures and additional review areas. The previous zoning for the village had become cumbersome and had resulted in some confusion and lack of interest in new development. The Town wished to reconfigure the zoning to clarify the standards and encourage adaptive re-use and more vibrant uses.

Regrowth Planning was selected to rewrite the existing Chapter 42 of the zoning ordinance, simplify and clarify the code requirements, and include graphics which helped to explain the code's intents and provisions.

The new ordinance—completely rewritten and reorganized—included standards and guidelines for site planning, subdivision design, residential density, screening and buffering, landscaping, exterior alterations, additions, demolitions, exterior materials, lighting and signs.

The new VZD Zoning is nearing public review stages and is expected to be finalized for adoption in 2023.



Year Completed: Completed 2022

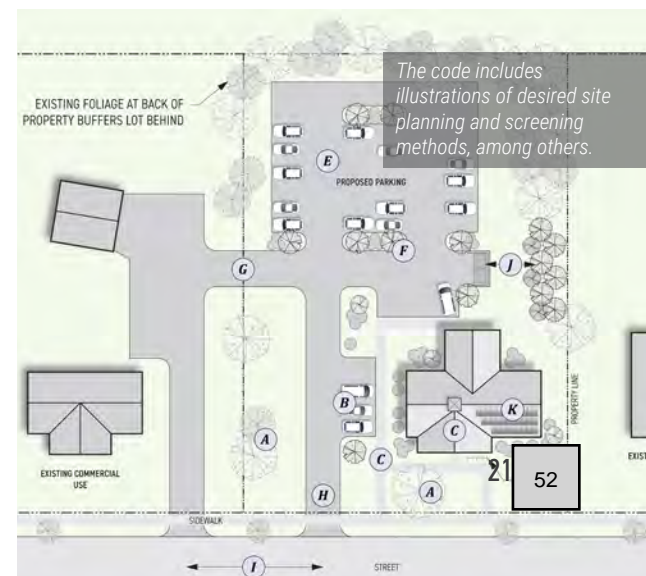
Prime: Regrowth Planning

Project Reference:

Emily Heymann, AICP

Planner, Town of Williston, VT

EHeymann@willistonvt.org (802) 878-6704





A view along the Oneida River in the Town of Schroepfel, New York.

Comprehensive Plan Update

Town of Schroepfel, NY

The Town of Schroepfel, NY was looking to update its Comprehensive Plan, which had not been updated since 2001. Regrowth Planning, in association with Saratoga Associates, was selected to assist the community with this effort.

Working with the Planning Board, a community survey was developed and mailed to all residents inquiring about their positions on a number of issues including economic growth, water and sewer services, protection of open space and farmland. The plan sought to identify options where infrastructure improvements could help to bring needed economic growth in selected areas of town while seeking to protect rural areas from unwanted change. The plan helped to lay the groundwork for future grant applications which were necessary to implement desired water and sewer upgrades. The plan also included recommendations for recreational trail and facility expansions which were designed to help attract younger families in an area which had been experiencing population declines.

The updated Comprehensive Plan was adopted in October of 2022.



Year Completed: Adopted 2022

Prime: Saratoga Associates

Project Reference:

Donald Clark, Planning Board Chairman
Town of Schroepfel, NY

dwclark@cscos.com (315) 920-8017



The plan included adaptive re-development concepts for underutilized commercial property.



Horse farms and open countryside help to define the attractive country character of Washington, New York.

Comprehensive Plan Hospitality Update

Town of Washington, NY

The Town of Washington, NY was facing uncertainty about whether a proposed new resort hotel development and other hospitality uses were supported by its current Comprehensive Plan. Regrowth Planning, in association with Community Planning & Environmental Associates (CP&EA), was hired to conduct a review of their current comprehensive plan and initiate a community visioning discussion about what types of development were appropriate in different areas of town. The work included a visual preference survey conducted at an Open House event, as well as a town-wide survey distributed to all residents.

Issues included the suitability and availability of local lodging options, potential economic benefits, desired short-term rental controls, proximity to natural resources such as aquifers, the role of the local village in providing space for these uses, and overall community character.

Our team completed the work with a final report providing detailed recommendations for specific updates to the Town Comprehensive Plan which reflected the current community vision on these issues, and provided specific recommendations for additional zoning changes to clarify the town's position on new hospitality uses.



Year Completed: 2022

Prime: CP&EA

Project Reference:

Tim Mayhew, Comprehensive Plan Review Committee Chairman

tmayhew@stelviocapital.com (917) 592-0035



Additional Comprehensive Plan Experience



Various Municipalities

In addition to the above noted projects, Mr. Allen has experience in developing comprehensive plans and community visioning plans for several municipal clients over the past 17 years, including:

Town of Woodstock, NY	WOODSTOCK COMPREHENSIVE PLAN <i>(with Behan Planning and Design)</i>
Town of Wallkill, NY	COMPREHENSIVE PLAN <i>(with Behan Planning and Design)</i>
East Greenbush, NY	COMPREHENSIVE LAND USE PLAN <i>(with Behan Planning and Design)</i>
Albany Saratoga / CDTC	CAPITAL DISTRICT TRAILS PLAN <i>(with Behan Planning and Design)</i>

Current Workload

Regrowth Planning currently is working with four other communities at this time, and expects to have the capacity and resources to begin this work in September 2023.

Town of Mount Holly, VT	BELMONT VILLAGE PLAN - <i>Expected completion September 2023</i>
Town of Warrensburg, NY	COMPREHENSIVE PLAN - <i>(Subconsultant) Expected completion August 2023</i>
Town of Clermont, NY	COMPREHENSIVE PLAN & LAND USE LAW UPDATE - <i>(Subconsultant) Expected completion 2024</i>
Town of Chatham, NY	COMPREHENSIVE PLAN - <i>Expected completion 2024</i>

Insurance Coverage

Regrowth Planning maintains the following insurance coverage. Insurance certificates can be made available on request.

Professional Liability:	\$1,000,000 per Claim / \$2,000,000 Aggregate
General Liability:	\$1,000,000 per Claim / \$2,000,000 Aggregate

Additional References

Various Municipalities

The following additional references are provided for Michael Allen, including from projects completed during prior employment.



West Pawlet Village Master Plan **Ed Bove**
Project Coordinator
Rutland Regional Planning Commission
ebove@rutlandrpc.org
(802) 775-0871

Town of Woodstock NY Comprehensive Plan **Bill McKenna**
Town Supervisor
Town of Woodstock, NY
supervisor@woodstockny.org
(845) 679-2113

City of Kingston NY Open Space Plan **Julie Noble**
Environment & Sustainability Coordinator
City of Kingston, NY
JulieLNoble@kingston-ny.gov
(845) 481-7339



TOTAL DUE: \$ 0.00

INVOICE

518.496.3009
 info@regrowthplanning.com

PO Box 892
 Dorset, Vermont 05251

Attention:
 Title:
 Client
 Address
 Town, Zip

Invoice Date: 00/00/22
 Invoice Period: 00/00/22 - 00/00/22
 Project Title: Project Title
 Invoice #: 22_00_00
 Terms: 30 Days

Contracted Services			Prior Invoices		This Invoice		Fee Remaining
Task	Description	Contract Amount	% Complete	Amount Billed	% Complete	Amount Billing Now	
1	KICKOFF, TOUR & RESEARCH	\$ 1,000.00	0%	\$ 0.00	0%	\$ 0.00	\$ 1,000.00
2	INTRODUCTORY OPEN HOUSE	\$ 4,040.00	0%	\$ 0.00	0%	\$ 0.00	\$ 4,040.00
3	COMMUNITY SURVEY	\$ 4,500.00	0%	\$ 0.00	0%	\$ 0.00	\$ 4,500.00
4	FOCUS GROUP MEETINGS	\$ 2,200.00	0%	\$ 0.00	0%	\$ 0.00	\$ 2,200.00
5	DRAFT VILLAGE MASTER PLAN	\$ 5,160.00	0%	\$ 0.00	0%	\$ 0.00	\$ 5,160.00
6	MASTER PLAN WORKSHOP	\$ 2,850.00	0%	\$ 0.00	0%	\$ 0.00	\$ 2,850.00
7	UPDATED VILLAGE MASTER PLAN	\$ 2,000.00	0%	\$ 0.00	0%	\$ 0.00	\$ 2,000.00
8	FINAL MASTER PLAN	\$ 1,200.00	0%	\$ 0.00	0%	\$ 0.00	\$ 1,200.00
	<i>Expenses</i>	\$ 400.00	0%	\$ 0.00	0%	\$ 0.00	\$ 400.00
	Total	\$ 23,350.00		\$ 0.00		\$ 0.00	\$ 23,350.00

SAMPLE ONLY

Work performed this period includes:

- Preparation and attendance with Kickoff meeting (11/1)
- Review of Comprehensive Plan, Zoning documents
- Preparation and facilitation of Focus Group Meeting 1 (12/6), meeting notes
- Preparation and facilitation of Focus Group Meeting 2 (12/7), meeting notes
- Meeting with Review Committee (12/13)

Sincerely,
 Michael Allen



Town of Chatham

2021 Comprehensive Plan Update

Community Survey

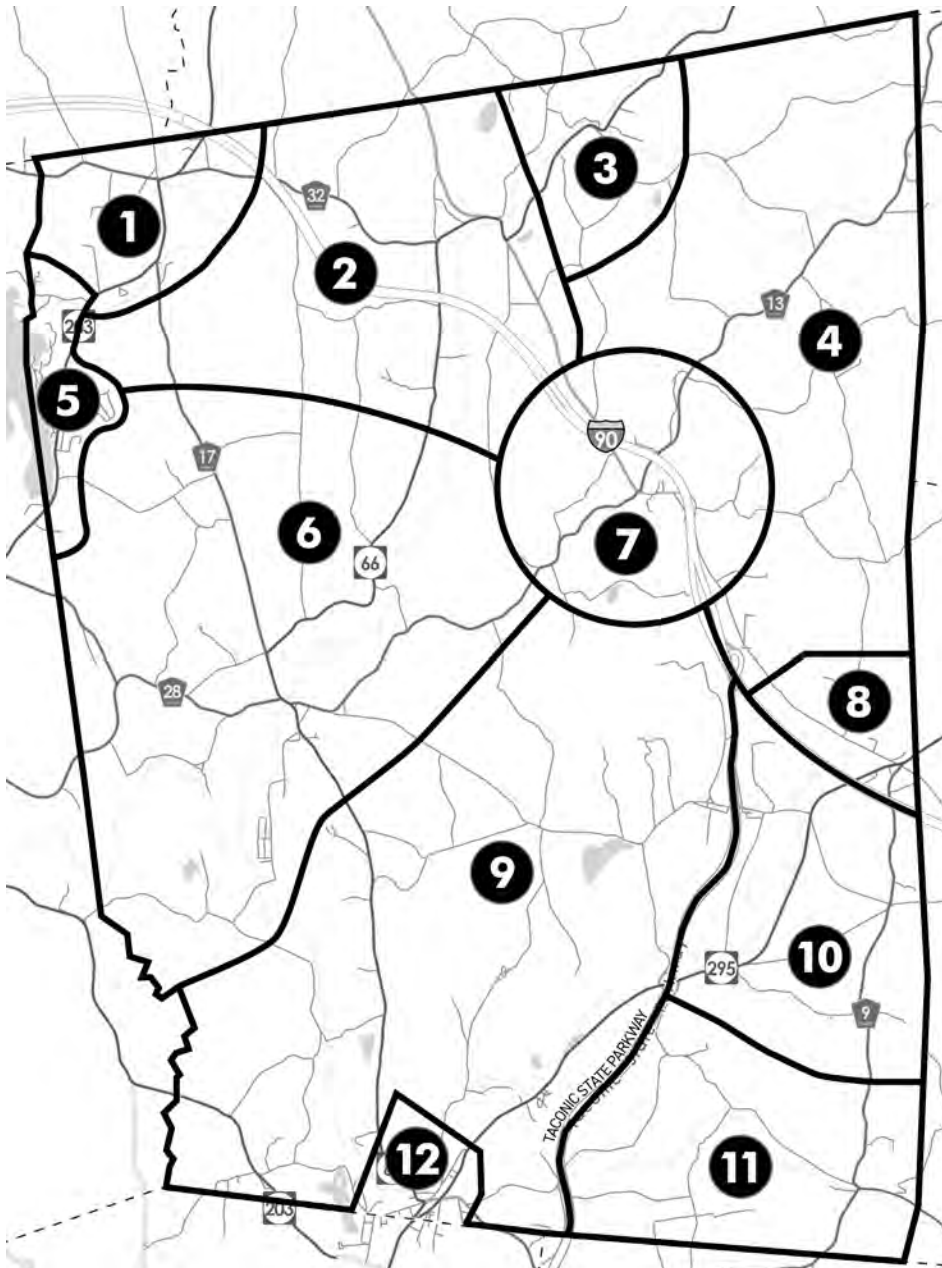
Section 7. Item #B.

SAMPLE WORK PRODUCT

Hello! The Town of Chatham is in the process of updating the Town Comprehensive Plan to provide direction for our policies and zoning over the next decade. In order to collect community input for this update, all residents and property owners are urged to fill out this survey. The results will be used to help identify and shape necessary updates to the plan, so your input is very important!

You are receiving a paper copy of this survey because it appears that no one from your household completed the online version, and this is being sent as a reminder. Please complete and return this survey to **Town Hall, 488 NY-295, Chatham, NY** no later than **Monday, October 18th** using the postage-paid return envelope provided. Thank you!

NOTE: Due to high demand, the Online version of this survey will remain open if you still have your login code from the town postcard! Find it here: www.chathamnewyork.us/survey



- **Approximately where in the Town of Chatham do you live? (Select one)**
 (Refer to numbered areas on map at left)
- | | |
|---|---|
| <input type="checkbox"/> 1 - North Chatham | <input type="checkbox"/> 6 - Chatham Center |
| <input type="checkbox"/> 2 - Malden Bridge | <input type="checkbox"/> 7 - Old Chatham |
| <input type="checkbox"/> 3 - Riders Mills | <input type="checkbox"/> 8 - East Chatham |
| <input type="checkbox"/> 4 - Rayville | <input type="checkbox"/> 9 - "South Central" |
| <input type="checkbox"/> 5 - Kinderhook Lake | <input type="checkbox"/> 10 - New Concord |
| <input type="checkbox"/> 11 - "Southeast Corner" | <input type="checkbox"/> 12 - Chatham Village |
| <input type="checkbox"/> I do not live in town, but I own property there. | |

- **What is your age? (Select one)**
- | | |
|-----------------------------------|--------------------------------|
| <input type="checkbox"/> Under 18 | <input type="checkbox"/> 46-55 |
| <input type="checkbox"/> 18-25 | <input type="checkbox"/> 56-65 |
| <input type="checkbox"/> 26-35 | <input type="checkbox"/> 66-75 |
| <input type="checkbox"/> 36-45 | <input type="checkbox"/> 75+ |

- **How many years have you lived (or owned property) in the Town of Chatham?**
-

- **Approximately how much of the year do you spend living in Chatham? (Select one)**
- | | |
|---|--|
| <input type="checkbox"/> Year round | <input type="checkbox"/> Summers |
| <input type="checkbox"/> Weekends, year round | <input type="checkbox"/> Summer weekends |
| <input type="checkbox"/> Other: | <input type="text"/> |

What brought you to live here in Chatham? (Select all that apply)

- Was born here
- Family lived/moved here
- Job is near here
- Wanted to live in rural community
- Wanted children to grow up in rural community
- Wanted a camp/vacation/weekend home
- Wanted to get away during COVID pandemic
- Other:

How long do you expect to continue living in Chatham?

(Select all that apply)

- I have no expectation of leaving
- I do not expect to leave for a long time
- I will probably leave for better employment at some point
- I will probably leave for housing cost reasons at some point
- I will probably leave for personal/other reasons at some point
- Not applicable
- Other:

HOUSING & DEMOGRAPHICS

How much do you agree or disagree with the following statements?

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	No Opinion / Unsure
The Town of Chatham has a diverse and balanced population of different age groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Town of Chatham would benefit from a diverse and balanced population of different age groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Town of Chatham has a diverse and balanced population of different income groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Town of Chatham would benefit from a diverse and balanced population of different income groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing in the town is affordable for the typical family.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing in the town is affordable for first-time home buyers, seniors and renters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How much does the Town of Chatham need each of the following housing types?

Section 7. Item #B.

	Not Really Needed	Somewhat Needed	Highly Needed	No Opinion / Unsure
Small, affordable starter homes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Single family homes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two-family homes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multi-family homes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Townhouses/Condos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessory apartments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobile homes/mobile home parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small (5-10 unit) multi-family apartment buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Medium (10-20 unit) multi-family apartment buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Large (20+ unit) multi-family apartment buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior citizen apartments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assisted living/nursing homes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communal living opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tiny house community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other:

If you use a private well for water, how often have you had to ration water use because of limited supply? (Select one)

- Never
- Once
- A few times
- Frequently
- Very Frequently
- Not applicable

“Short-Term Rentals” are homes or apartments rented out to visitors or tourists for a period of several days or weeks, typically through an online service such as “AirBnB”, and has become increasingly popular. How likely are you to support the following measures?

No regulation of short-term rentals: (Select one)

- Not Likely
- Somewhat Likely
- Very Likely
- No Opinion / Unsure

Homeowner is required to register for a permit: (Select one)

- Not Likely
- Somewhat Likely
- Very Likely
- No Opinion / Unsure



Upstate GIS

GIS & Environmental Planning

TOWN OF GEORGIA
TRAVEL ON TOWN LEGAL TRAILS ORDINANCE
TRAILS #1, #3, #4, and #5 (NO TRAIL #2)

SECTION 1. AUTHORITY. This is a municipal Ordinance under authority of 19 V.S.A. §§ 301(8) A and 24VSA §§ 1971 & 2291(14)

SECTION 2. PURPOSE. The purpose of this travel on Town Legal Trails Ordinance (the "Ordinance") is to protect public safety, and prevent environmental damage and pollution caused by vehicular traffic on trails. Such damage and pollution are hereby deemed to be a public nuisance.

SECTION 3. DEFINITIONS. For purposes of this ordinance, the following definitions shall apply:

- A. *Motor Vehicle*, Means any power-driven vehicle which is normally used for carrying persons or goods by road including cars, trucks, motorcycles and ATVs
- B. *Operate, operating or operated* as applied to motor vehicles shall include drive, driving and driven and shall also include an attempt to operate, and shall be construed to cover all matters and things connected with the presence and use of motor vehicles, whether they be in motion or at rest.
- C. *Owner* shall include any person, corporation, partnership or association, holding legal title to a motor vehicle, or having exclusive right to the use or control thereof, or an individual seeking to use and work on a Trail.
- D. *Trails* shall mean all Trails within the meaning of 19 V.S.A. Section 301(8) in the Town of Georgia (the "Town").
- E. *Use and Work* shall include any and all excavation or digging within the right-of-way limits of a Legal Trail.

SECTION 4. ACTIVITY PROHIBITED. Use and Work on all Trails and the operation of a motor vehicle on all Legal Trails are prohibited unless the owner has either a valid permit issued by the Town, or has entered into a license agreement with the Town. The discharge of firearms on Legal Trails is also prohibited. Personal mobility devices such as motorized wheelchairs and scooters are not banned, but the trails are not maintained to specifically accommodate these devices.

SECTION 5. PERMITS

- A. Permits shall be issued to persons owning property abutting the trail, or persons residing on property abutting the trail with permission of the landowner, or persons who in the judgment of the Select Board, have been found to have a legitimate need to operate a vehicle on a Trail. (Visitors to the property owners will not require a permit)

- B. The only acceptable permit shall be one entitled "TOWN OF GEORGIA PERMIT TO OPERATE A MOTOR VEHICLE ON THE *NAMED* TRAIL" and signed by the members of the Georgia Selectboard. One copy of the permit shall be issued to the permittee and one copy shall be filed with the Georgia Town Clerk. The Town may also enter into License Agreements with Owners who propose either improvements to a Trails, use a Trail for access to private properties, or for other private purposes allowed in the reasonable exercise of the Georgia Select Board's discretion pursuant to its authority to control Trails in the Town.

- C. Permits issued as a means for primary access to land shall be valid for property owners and residents as long as they continue to be property owners or residents. All other permits shall be renewed annually.

SECTION 6. Permission for the use of legal trails to access properties for logging and surgaring activities shall not be unreasonably withheld by the Select Board. The trail shall be left in as good or better condition as when permission was granted. The Select Board may require that the logger or property owner provide an adequate amount of funds into an escrow account to be available in the event that the logger or property owner fails to restore the trail to an acceptable condition.

SECTION 7. SEVERABILITY. If any portion of this Ordinance is held unconstitutional or invalid by a court of competent jurisdiction, the remainder shall not be affected.

SECTION 8. ENFORCEMENT: Penalties. Any violation(s) of this ordinance is subject to a civil penalty of \$100 a day. Each day the violation continues shall constitute a new offense.

SECTION 9. EFFECTIVE DATE: This Ordinance shall become effective 60 days from the date of adoption.

Adopted this _____ day of _____, 2023.

GEORGIA SELECT BOARD

Devon Thomas Chair

Shannon Jenkins Vice Chair

Carl Rosenquist

Jamie Comstock

Nicholas Martin

Received for record

_____ day _____ 2023 Attest: Cheryl Letourneau, Town Clerk _____

TOWN OF GEORGIA
PERMIT TO OPERATE A MOTOR VEHICLE ON TRAIL# _____

PURSUANT TO THE TRAVEL ON TOWN LEGAL TRAILS Ordinance,
THE _____ TRAIL, as defined in the Ordinance, the Georgia Select board hereby
issues this permit to operate a motor vehicle on the trail to:

A. _____ (Landowner/resident of the trail and his/her invited guests); such permit
to be valid so long as he/she is an owner/resident; or

B. _____, a person determined by the Georgia Select board to have a legitimate
need to operate a motor vehicle on the trail, such permit to expire one year from this
date.

Date

For the Select board



GEORGIA VERMONT

2023 Tax Rates

Homestead - \$1.8917

Town - \$.4056 / Exemption - \$.0028 / School - \$1.4833

Non - Homestead - \$2.2016

Town - \$.4056 / Exemption - \$.0028 / School - \$1.7932

Rate is per hundred • Common Level of Appraisal is 77.57%

Taxes are DUE Monday October 16, 2023

Georgia Town Policy and Procedure

Effective: 08/01/2023

SUBJECT: Video Surveillance and Physical Access Control Policy

PURPOSE

The purpose of this policy is to ensure that the legal, privacy and financial interests of the Town of Georgia, its tax payers, and staff are maintained while providing guidelines for the administration of video surveillance on or in town property.

POLICY

It is the policy of The Town of Georgia to ensure that video surveillance is done in a professional, ethical, and legal manner consistent with other Town policies and applicable laws.

The administration of this policy is coordinated by the Town of Georgia Selectboard.

DEFINITIONS

Surveillance Camera

Any item, system, camera, technology device, communications device, or process, used alone or in conjunction with a network; or tape, for the purpose of gathering, monitoring, recording or storing an image. Such devices may include but are not limited to: analog and digital surveillance cameras, close circuit television, web cameras, and computerized visual monitoring.

Access Control device: Any device that grants access to a secured building, room and/or area. These devices include and are not limited to: electronic. door strikes, magnetic locks, scan cards, key fobs, etc.

System Administrator(s)

The staff that supports and maintains the information technology network, including the surveillance camera and access control infrastructure. Responsible for retrieval of video and access control logs from software application.

Incident

An incident is defined as an unusual occurrence (unplanned, remarkable, or exceptional) for which a response, in the form of an investigation and/or administrative action is appropriate. An incident is the occurrence of any of the following, (but not limited to), on the property of the Town of Georgia or in connection with the provision of any of its services.

1. Theft.
2. Vandalism.
3. Misconduct.
4. Accidents or Traffic Safety.
5. Compliance Violations.

PROCEDURE

Surveillance cameras may be used and installed in areas where the security of either persons or property is enhanced. Video will be used to accurately record events and provide a means of identifying individuals (staff and non-staff) who may be involved in legal or policy violations. Procedures are outlined below:

Data, storage and archiving

All video surveillance must be archived for a minimum period of 30 days in an appropriate folder identified by the system administrator.

If video surveillance is evidence in an incident, or an event involving an external party, it will be archived for a period of 1 year or longer depending on the resolution of the incident.

Installation Of New Security Cameras

New surveillance cameras can be installed in any area where monitoring is necessary to protect persons or property. It will be at the discretion of the Selectboard to determine these locations, they will consider recommendations from town boards, advisory committees, and town employees. Once installed, new cameras must be inspected, maintained, and monitored in the same manner as other cameras to ensure that they are in operating condition.

Request for Surveillance Video

Anyone who has knowledge, or was involved in, an incident can request that the surveillance video be reviewed by providing the date, time, and location of an incident to the Town Administrator. The request must be approved by the Selectboard and should be made within 30 days of the event. Unique situations will be reviewed and addressed on a case-by-case basis by the Selectboard.

Any law enforcement officer investigating a potential criminal matter may request a copy of the surveillance video. The request shall be reviewed, and if appropriate, approved by the Town Administrator/ Selectboard.

Access Control

The Access Control System has been implemented to enhance the safety, security, and efficiency of our town offices. Access control cards will be issued and maintained by the Town Administrator (or as otherwise designated by the Selectboard) to employees with the appropriate access level needed for their role with the town. Where needed, control access can be quickly turned on or off allowing for easy access for meetings, cleaners, etc. without disruption to parties involved.

Access, Sharing and Release of Video Surveillance

Surveillance video and information contained on video shall not be used, viewed, or disclosed for any purpose without receiving consent from the Selectboard, except as noted below.

Surveillance Video outside of Town Office

The exterior town office cameras were installed with the purpose of being monitored during business hours so that office staff could see who was entering the building. Since there is no line of site to the doors from the clerk’s office, viewing of live feeds specifically limited to the outside the town office during normal business hours for these cameras would be permitted to the Town Administrator or additional parties as granted by the Selectboard.

Surveillance Video as Evidence to an Investigation of Public Misconduct

In the event that a video is evidence to public misconduct, the Selectboard must be notified and approve access of the video, including presentation of the video to person(s) involved.

Surveillance Video as Evidence to an Investigation of Employee Misconduct

In the event that a video is evidence to employee misconduct, the Selectboard must be notified and approve access of the video, including presentation of the video to person(s) involved.

Section 8. Item #D.

Surveillance Video as Evidence to an Investigation of External Matter

In the event that a video is evidence to any external matter, the Selectboard must be notified and approve access of the video, the Selectboard shall make a decision on whether to release the video to external parties.

Surveillance Video as Evidence of a Criminal Matter

In the event that a video is evidence to any criminal matter deemed non-time critical and no immediate or ongoing danger to the public and/or an individual, the Selectboard may approve access of the video and shall make a decision on whether to release the video to a law enforcement (LE) officer. If the criminal matter is an event in which there is an immediate or ongoing danger to the public and/or individual, LE will be able to view applicable video in furtherance of their investigation upon request without immediate Selectboard approval which might not be feasible. The video surveillance system Primary or Secondary Administrator will immediately notify (at a minimum) the Selectboard Chair when LE request viewing access to the video surveillance system. A Selectboard quorum will be required to release a copy of the video to LE if needed.

MAINTENANCE

Upgrades or maintenance of security cameras

All cameras and related equipment are expected to be functional at all times. If a camera is found in need of repair, a request will immediately be sent to the vendor who supports the system. If the cost for repair is above the amount of money budgeted, the Selectboard shall be notified for direction.

Planned Outages

If the video surveillance system needs to be shut down for maintenance or upgrades, every effort should be made to do so during off hours and for a shortest period of time required.

Removal of Security Cameras. Access Control

The Selectboard shall make final decisions on the removal of any equipment. Access control will be vested in the Internet Technology Firm that is serving the town. They will manage the cameras and access to the footage unless the Selectboard designates a different System Admin. They will cooperate with the police if needed as part of an investigation and they will be proactive to prevent access by employees of the Town and to limit opportunities for abuse of the camera footage.

Inspection

A selected System Administrator will be responsible for the inspection and monitoring of the cameras. The cameras must be inspected on a monthly schedule to ensure the system is functioning properly. The process for a proper inspection will be defined by the company or firm that installed the system. A Primary and Secondary System Administrator will be designated annually in March by the Selectboard or as needed throughout the year due to a vacancy in either role.

Cyber Security

The Video Surveillance Administrators will use existing and new industry best practices to protect the integrity of the video camera system from external threats. These will include at minimum:

- *Change the system default password as required
- *Change the system password on a regular basis or when it's suspected that the system has been compromised.
- *Apply software updates regularly as needed for camera system
- *Limit the number of users and physical access to equipment.

*Ensure that the internet provider that supports the camera system maintains up to date firewall integrity and virus protection.

PRIVACY

Protecting Privacy

Surveillance Cameras will not be placed in areas where staff, residents and the public have reasonable expectations of privacy, i.e., bathrooms, changing rooms.

All effort will be made to limit any surveillance to town owned property and buildings. These cameras are intended to capture activities happening on municipal property and there is no intention or desire to record anything that may occur on an adjacent property.

Adopted by the Selectboard on _____ at a publicly warned meeting.

Chair

Vice Chair

Selectboard Member

Selectboard Member

Selectboard Member

DOI -- FREQUENTLY ASKED QUESTIONS

If the Governor has issued a Proclamation for the State why does each town have to do it?

Discussion by citizens of each town is important and each town should decide on what form implementation should take. Each town can craft a statement of declaration, within our guidelines, to reflect the wishes of town leadership and citizenry.

If we like our town the way it is why should we want to adopt your statement?

To make Vermont a popular and desirable destination, every town should be respectful and welcoming to all residents. Ideally every resident should feel a sense of belonging. Most towns are struggling to maintain population and therefore maintain tax base; new residents bring vitality.

I have never seen any racism in our town so why would we want to adopt your statement?

Racism is rarely seen or felt by those who are not a target of it. We want to create a statewide culture of tolerance and welcoming for moral reasons but also for economic reasons: Vermont needs people and it needs younger people.

Does adopting this statement open the town to increased liability?

The legal team at Vermont League of Cities and Towns has looked at our recommended statement and determined that towns do not increase their liability in any way by adopting.

If our town adopts a declaration, is some form of implementation expected?

Yes, we have a Guide to Implementation on our website:

vtdeclarationofinclusion.org. In addition, VLCT has created an

implementation toolkit. Making the citizens aware of the Declaration,

If our town adopts your declaration will implementation be an additional expense?

Implementation is important and most steps can be done at little or no cost.

The Vermont Community Foundation has established a fund of \$200,000 for

which towns can apply up to \$10,000. Some towns have engaged

consultants to administer implicit bias training and to examine town ordinances for implicit bias.

Why do we need to sign a piece of paper?

The Declaration of Inclusion is really a pledge by town leadership to urge the citizens to be more respectful and accepting of all people. In addition, this is a statewide effort with far reaching implications for Vermont and for each town.

To make this happen we need to state our intentions clearly and then our citizens must really live it. For this to happen, a signed statement by the Select Board will be important as a visible example to follow.

**DECLARATION OF INCLUSION
A VERMONT DIVERSITY, EQUITY, AND INCLUSION INITIATIVE**

**** PREPARED FOR GOVERNMENT LEADERS ****

Vermont's Declaration of Inclusion is a grassroots effort working with community leaders to reinforce the message that Vermont is a welcoming and safe place for all.

The following information is intended for use by those who are interested in learning more about this initiative as well as providing thoughts for Selectboard members, Town Managers and Administrators, and Legislators who wish to lead this initiative in their respective communities.

Our Partners

- Vermont Chamber of Commerce
- Vermont Interfaith Action
- Vermont League of Cities and Towns
- Vermont Social Equity Caucus
- National Association for the Advancement of Colored People – Vermont

Visit Our Website: www.vtdeclarationofinclusion.org

INTRODUCTION

It is our vision that Vermont will become known as the most inclusive state in our nation for all people, regardless of how they identify.

With that vision in mind, a small group of Rutland County residents organized in January of 2021 to develop strategies to assist the cities, and towns in the planning, adoption, and implementation of a Declaration of Inclusion.

Goal Statement

To have each Vermont municipality adopt and implement a Declaration of Inclusion.

ADOPT means formal approval by the municipality's governing body.

IMPLEMENT means the development of plans, programs and the initiation of actions which support and advance both the intent and the spirit of the Declaration. Some ideas are found in the Resources Section of: www.vtdeclarationofinclusion.org.

For more specific information, guidance and assistance please consult the following: Vermont Office of Racial Equity and the Vermont League of Cities and Towns.

Bob Harnish, Pittsford

Al Wakefield, Mendon

Norman Cohen, Rutland City

BACKGROUND

Distressed by recent catastrophic events unfolding across the country relating to human rights, justice, and equality, Bob Harnish, a long-time resident of Pittsford, decided to do something. His concern led him to Al Wakefield, a former businessman in the Rutland area, who shared similar distress and felt a need to do something “hands-on.”

Together, the pair began crafting an overarching statement that would build on Vermont’s agreed upon uniqueness, its long-standing reputation for being a leader in addressing injustices, and ensure that events occurring in Wisconsin, Minnesota, New York, and other states do not happen here. They realized that, at the same time, such a statement could attract people with myriad skills and traditions to Vermont to live, work, and raise families.

They found that statement in the Declaration of Inclusion first adopted by the Town of Franklin in 2020.

Intent of the Declaration of Inclusion

The intent of the Declaration of Inclusion is to promote and reinforce the message to all visitors, residents, and those thinking about or planning to come and stay, that:

- Vermont is a welcoming community
- Vermont invites all to bring their families and friends, as well as their talents and skills
- Vermont is a community of people who will treat them fairly, provide encouragement and support for their interests, and
- Vermont will bring the full resources of the State, its cities, and towns to ensure their well-being and security.

REASONS TO ADOPT THE DECLARATION

A Declaration such as this would mark the town and its leaders as a forward-thinking community of people, stepping out in front for what we know is right and deeply rooted in the values that America and Vermont say they champion.

We all learned early in our schooling that America assimilates people from all over the world. America has always welcomed diverse people and embraced their cultures, languages, foods, customs, and religions. This is nothing new. The Statue of Liberty is our monument to this sacred tradition. Let's take this small but affirmative step to continue this most meaningful piece of our heritage.

THOUGHTS ON SELECTBOARD LEADERSHIP

Selectboard members are recognized by their towns for their leadership skills and are respected for their good judgment.

Acting on a Declaration of Inclusion is the type of Selectboard action that is expected by the voters.

The role of the Selectboard is changing. It is no longer limited to budgets, law enforcement, and maintaining infrastructure.

Selectboards are now called upon to affirmatively and aggressively institute and promote policies and programs which support economic growth

By adopting a Declaration of Inclusion, a Selectboard sends a powerful, positive, forward-thinking message for the town and aligns it with other towns that are seeking healthy growth.

By adopting the Declaration of Inclusion the Selectboard joins the statewide effort to encourage businesses, talented individuals, and investors to come to Vermont and specifically to your town. By adopting the Declaration of Inclusion the Town signals its agreement with the Governor's Proclamation of Inclusion.

DECLARATION OF INCLUSION

The Town of _____ condemns racism and welcomes all persons regardless of race, color, religion, national origin, sex, sexual orientation, gender identity or expression, age or disability and wants everyone to feel safe and welcome in our community.

As a town, we formally condemn discrimination in all its forms, commit to fair and equal treatment of everyone in our community, and will strive to ensure all our actions, policies and operating procedures reflect this commitment.

The Town of _____ is and will continue to be a place where individuals can live freely and express their opinions.

Adopted this _____ day of _____, 20____

Town/City of _____, Vermont

PROJECT INCLUSION

The objective of the Declaration of Inclusion is to increase diversity, abolish racism, and have our Towns, their employees, and policies manifest respect for the dignity of all people. This is the obligation of our largely white population and we will benefit and grow from it.

Municipal leaders and law enforcement officials must engage effectively with community members on the subject of systemic racism, racial justice, public safety, and law enforcement. They must lead the public in conversation on these and other issues important to an increasingly diverse population.

Contact Us

Al Wakefield • al@wakefield-global.com

Bob Harnish • rharnish24@gmail.com

Norman Cohen • norcoh26@gmail.com



SELECTBOARD REGULAR MEETING

Monday, August 14, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

TA REPORT

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER
1. PLEDGE OF ALLEGIANCE
2. CHAIR UPDATE
3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
4. SELECTBOARD MINUTES AND WARRANTS
 - A. Approval of Selectboard Regular Meeting Minutes for 7/24/2023 and 8/02/2023 Budget meeting
 - B. Approval of Warrants #16
5. PUBLIC COMMENT (For items not on agenda)

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

Ken Minck is requesting permission to continue a trail to the RGNA. Conservation would like to continue the trail to the parking lot. Please see attached deeds.
7. UNFINISHED BUSINESS
 - A. Website Introduction- Doug will give an overview of the new website for the town.
 - B. Town Plan - **Action** To approve \$35K for a new Town Plan – and funding for this would be from the ARPA
 - C. Trails Ordinance – To review and decide whether to adopt the policy or not.
 - D. ARPA accounting – financials on the status of the ARPA accounts
 - E. update on Trail #4 and parking spaces – Carl will update the status of the fence on trail #4 and parking spaces.
8. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)
 - A. Treasurer Update – April will give a financial update

- B. Tax Rate update – April can update the town on what the tax rate was set at
- C. Trail Agreement – Discussion with the Kales on their driveway agreement
- D. Philo Security - **Action** on Installation of 3 outdoor cameras, door access system and panic buttons at the library.
- E. Video Surveillance and Access Control Policy - Action to accept
- F. System Administrator - **Action** Name a system administrator.
- G. DEI Committee - **Action** to form committee with interested applicants – A list of names has been compiled and will be announced for the committee
- H. FNLC - Beach request – Kent Henderson would like the use of the beach pavilion for “Lake Lessons” for the GEMS 4th graders on September 27th. Action to waive the fee and allow this to happen.
- I. Tire Purchase for Publics Works Dept. in the amount of \$3030.40- **Action**. Todd would like to purchase 4 new tires for the 2020 tandem axle plow truck (757.60 per tire). He would also like to purchase a tire for the roadside tractor in the amount of \$117.
- J. Resignation of 3 Fire Fighters - J. Cota, L. Baker, and R. Beloin – Jamie Cota has resigned after 30 years with the GFRD as an active firefighter. Jamie will still be part of the auxiliary and help with some volunteer functions. Thank you, Jamie, for all your years of service. Landon Baker and Ryan Beloin moved out of state. Thank you, Landon, and Ryan.
- K. Appoint applicant for FD – Keith received an application for an addition to the GFRD.

9. SELECTBOARD SUB COMMITTEES AND REPORTS

- A. Town Administrator – Robert Mullins has officially started at the GFRD.
Town Fair 2023 - Training for Doug, April, and myself. We would like to attend this training in Burlington on September 26 & 27th, the cost per person will be \$149.00. The funding would come out of the training budget.
- B. Buildings- New uses for the Old Garage
- C. Budget and Finance
update on Budget schedules and timelines
Purchasing policy
- D. Personnel- Personnel policy
- E. Public Works/Grounds/Recreation
- F. Committees at the direction of the chair

10. OTHER

11. PLAN NEXT MEETING AGENDA

- A. 08/16/2023 Budget Meeting
- B. 8/28/2023 Selectboard Regular Meeting

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

- A. Union Contract
- B. Personnel - Treasurer

C. Personnel - Library Payroll update from S. Jenkins

D. Personnel

13. ADJOURN

TABLED ITEMS:

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

Signed: Cheryl Letourneau, Town Administrator

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