



SELECTBOARD REGULAR MEETING

Monday, November 13, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

AGENDA

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmptVmE1MXZSaWZWLzVadz09>

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 10.23.2023

[B.](#) Approval of Warrants #25,26,27,28, and 29

[C.](#) Approval of all special committee meeting minutes

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

7. UNFINISHED BUSINESS

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

A. Town Cemeteries

B. Time Clock

C. Firefighter Application approval - Action

D. Jamie Cota as advisor for GFRD - Action

[E.](#) Comcast - Action

[F.](#) Pacif - uninsured motorist policy - Action

G. MVP insurance - Action

[H.](#) Results of the Special Meeting

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

A. Town Administrator

Set up date to discuss Amcare Contract

reimbursement of sales tax on purchases

Request for department heads to meet to go over budgets again.

Debit card for the library

Amazon prime - renewal \$180.00

B. Treasurer

C. Buildings - updates/action on attached letter

D. Budget and Finance

E. Personnel

F. Public Works/Grounds/Recreation

G. Committees at the direction of the chair

10. OTHER

11. PLAN NEXT MEETING AGENDA

A. Budget Meeting 11.15.2023

B. Regular meeting 11.27.23

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

A. incident at the town office

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 REGULAR MEETING

Monday, October 23, 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)

Present: Carl Rosenquist, Devon Thomas, Nick Martin, Jamie Comstock, and Shannon Jenkins

Staff: Cheryl Letourneau

Public: Heather Grimm, Fred Grimm, Martha Jansen, Heather Dunsmore, Ken Minck, and Brian Dunsmore

Zoom: Dawn Penney, Karen Heinlein-Grenier, John Chagnon, Jana Thuesen and Frank Gore

1. **CALL TO ORDER at 6:00 p.m.**
2. **PLEDGE OF ALLEGIANCE**
3. **CHAIR UPDATE**
4. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

Motion to include Covid on the agenda by S. Jenkins, seconded by C. Rosenquist. All in favor.

5. **SELECTBOARD MINUTES AND WARRANTS**

A. Approval of Selectboard Regular Meeting Minutes for 10.29.2023

C. Rosenquist makes a motion to approve the 10.29.2023 minutes with changes, J. Comstock seconds. C Rosenquist asks about line 48 and if we need to clean up the language. K. Minck says that the agenda for today says 10.29.2023 and it should say 10.23.2023. S. Jenkins makes a motion to have the agenda for today corrected, N. Martin seconds. All in favor, motion carries. C. Rosenquist questions line 65 but it seems like it was clarified later. He questions line 88. He then speaks of Line 181 - 182, K. Minck asks about DEI going into Executive Session. J. Comstock says line 31 and 73 C. Branagan, and D. Thomas needs to have their names spelled correctly. There is an email from T. Cleveland. There is a discussion on how to show a conversation that was had in an open meeting. The board would like to have the names of the people listed who were invited into Executive Session. All in favor, motion carried.

B. Approval of Warrant # 23

J. Comstock asks about the Canon and the other printer on the warrant. C Letourneau says she can go and pull the invoice. He asks about the other printer. H. Dunsmore asks about Erika's Diner. D. Thomas responds saying it was from the selectboard to the highway for their good work.

N. Martin makes a motion that we approve the warrant with the removal of the Canon printer in which a new warrant will be printed tomorrow for all to sign, J. Comstock seconds. All in favor, motion carried.

D. Thomas asks for a motion to add Warrant #24 to the agenda for today.

N. Martin makes a motion to add Warrant #24, C. Rosenquist seconds.

All in favor, motion carried.

D. Thomas adds it as item D

C. Rosenquist says it is the school budget.

S. Jenkins makes a motion to approve Warrant #24, N. Martin seconds.

H. Dunsmore clarifies this is the money that was approved at the town meeting. C. Letourneau confirms it was.

All in favor, motion carried.

C. Approval of all special committee meeting minutes – moved to November 13th meeting.

S. Jenkins makes a motion to move the special meeting minutes to the next meeting.

H. Dunsmore asks what they are. S. Jenkins reads out the list.

N. Martin seconds.

All in favor, motion carried.

6. PUBLIC COMMENT (For items not on agenda)

K. Minck says the 11.01 budget meeting is not correct and should be updated.

J. Chagnon wants to express concerns to the DEI committee. He has been working in public health for 10 years and has seen the challenges. He questions after being in the meeting that people do not know some basic definitions.

N. Martin thanks him for his comment saying if there is a complaint about a certain person, they usually take that into executive session. N. Martin spoke about the positivity of drawing out of a hat.

D. Thomas invites a more in-depth conversation about this.

J. Chagnon asks about how you chose the committee.

D. Thomas says they are in the exploration state. They are figuring out conversations as they move forward. The charge of the DEI committee which is to explore if a DEI statement would benefit our community. He did not want an education for the board.

N. Martin thanks him again.

H. Grimm wants to clarify that she joined to learn, and she has kept an open mind. She does question why because she wants to know all sides and the long-term effects.

D. Thomas says they have no intention of becoming involved as long as the DEI committee stays focused on the charge given to them by the board.

H. Grimm called a point of order.

7. CORRESPONDENCE

8. UNFINISHED BUSINESS

A. Trail Ordinance – Action

C. Rosenquist says that K. Minck and he were not able to get together. K. Minck says he thinks it is fine how it is. C. Rosenquist says they wanted clarity, and they had issues. He said that is why he wanted to approve one trail at a time.

K. Minck believes the way the policy is written now gives the landowner permission to use the trail. If they need something in the deed it is between the board and the owner.

J. Comstock asks about them driving on it and changing the classification of the road.

D. Thomas says that was discussed at the last meeting. He says everyone was supposed to come to this meeting ready for action and they are not.

C. Rosenquist says he still thinks it is fine.

B. Dunsmore brings up the issue of firearms. D. Thomas says that state laws trump town law.
 C. Rosenquist makes a motion to approve the trials policy for #1, #3, #4 and #5 with the understanding that it is going through the approval process, N. Martin seconds.
 H. Dunsmore asks about hunting and says you may need to talk about that with the town lawyer.
 B. Dunsmore says if you implement this then you will have to enforce this. How are we getting the police to come to answer these calls if we cannot get them here now. S. Jenkins says they can say no. C. Letourneau questions liability. D. Thomas says they can see what happens. K. Minck says yes it could be difficult.
 D. Thomas, S. Jenkins, C. Rosenquist voted yes, J. Comstock abstains, motion carried.

B. St. Albans Watershed Association - Appropriation – Action

S. Jenkins makes a motion to pay Saint Albans what is budgeted, J. Comstock seconds.
 D. Thomas says they requested \$2,500 for work that has already been completed when they only budgeted \$1,500.
 J. Comstock says they just did the work. They did not give us the heads up. S. Jenkins says it is difficult to have a delineation to where Georgia is versus Saint Albans in the water. Kids are getting sick; we have a lot of houses along the shore. D. Thomas says we did not budget the full amount.
 N. Martin thanks them, and we will do what we can to budget more.
 K. Minck says that the Conservation Commission may be able to talk about this to help. D. Thomas asks if they want to make a payment then they can do it as a gift.
 All in favor, motion carried.

C. Bovat rd. update

C. Letourneau says she spoke with the people involved and they have decided not to move forward.

D. ARPA Funds update

C. Rosenquist says they have a meeting next week. He thinks they will have a budget meeting and then see. These will all be warned meetings.

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

A. Junk Ordinance

J. Comstock makes a motion to go into discussion, N. Martin seconds.
 K. Minck calls for a point of order. He states when an item is warned you should not need to make a motion to discuss. No action was taken on the point of order.
 D. Thomas says he will look into it.
 K. Minck says if you make a motion you must vote on it. C. Rosenquist says the same and says he said it earlier.
 D. Thomas says the motion was to discuss.
 N. Marin says they will contact VLCT to get the process for discussion.
 All in favor of close discussion, motion carried.
 J. Comstock retracks his motion to discuss junk ordinance.
 C. Rosenquist makes a motion to approve the junk ordinance seconded by S. Jenkins. All in favor
 J. Comstock withdraws his motion.

B. Special Meeting 11.07.2023 letter/Video

D. Thomas says there is a video that was put on Article 1. They will also have to put one out about Article 2 and the library. Discussion was had on how to let everyone know. C. Letourneau explains the library vote is a ratification. The board would like to put it out publicly in simple terms.

K. Minck and C. Letourneau explain what a floor vote is, what is Australian Ballot and why the difference.

D. Thomas asks about C. Brangan coming to the meeting. C. Letourneau explains she is the moderator, it was voted on by the town and C. Branagan will be there.

Discussion was had on the draft letter to put out to the public informing them of the meeting with N. Martin doing punctuation checks. It is decided that the letter going out to the public should be enough. C. Letourneau is to send the letter via email to N. Martin for his review.

C. C. Letourneau says the employees have BlueCross and Blue Shield currently. She did calculations with employees and staying with them will save both the town and the employees money for this upcoming year.

J. Comstock makes a motion to move this to the next meeting. N. Martin asks if we can email all staff and ask them what they think.

J. Comstock makes a motion to move this to the next meeting. It is pointed out the next meeting date is after the open enrollment. J. Comstock withdraws his motion.

D. Thomas makes a motion to go ahead with BlueCross and Blue Shield when C. Letourneau has heard from the employees. D. Thomas amends the motion to go ahead regardless. N. Martin seconds the amendment.

F. Grimm asks if there are any glaring issues now. S. Jenkins and N. Martin have had people come forward to them.

C. Rosenquist says both the town and employees save money in this situation.

All in favor, C. Rosenquist clarifies the motion is to move forward, motion carried.

N. Martin welcomes feedback on this.

Heath Insurance - MVP or BCBS

D. COVID ADDITION 7:42

N. Martin asks what was done previously and if we have an alert. He says he knows of employees who have had it. There is value in raising awareness on the website.

C. Letourneau asks what about employees who test positive. It is stated to follow state guidelines.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A. Town Administrator
- B. Treasurer
- C. Buildings

Zamboni update S. Jenkins says there is nowhere to put it. She says that T. Cadieux wants it out of the way. J. Comstock asks about auctioning it off. Discussion was had. No motions were brought forward.

- D. Budget and Finance
- E. Personnel

C. Rosenquist says both he and N. Martin are more than 1/2 way through the document and are working towards having it done for the next meeting.

- F. Public Works/Grounds/Recreation
- G. Committees at the direction of the chair

10. OTHER

11. PLAN NEXT MEETING AGENDA

- A. 11.02.2023 Budget meeting
- B. 11.13.2023 Selectboard meeting

D. Thomas states he wants this to be done correctly.

It is questioned why they are going into Executive Session about public funds. S. Jenkins says it is a person paying back the library.

N. Martin says the other issue for Executive Session was taken care of during the public comment even though it was intended to be in Executive Session.

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

C. Rosenquist makes a motion to go into Executive Session where premature disclosure may be detrimental to the town or the person or people involved in discussing personnel, J. Comstock seconds. C. Rosenquist moves to invite C. Letourneau and the Selectboard. All in favor, motion carried at 7:53 p.m. CONFIRM TIME.

- A. Personnel
- B. Personnel - library reimbursement

There were no motions made from Executive Session.

C. Rosenquist makes a motion to adjourn the meeting, N. Martin seconds. All in favor, motion carried at 8:15

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

11/09/2023
02:58 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 25 Current FY Invoices
For checks For Check Acct 01 (General Fund) 10/27/2023 To 10/27/2023

Section 4. Item #B.

treasurer

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
VMERSDB VMERS	10/26/2023	True up Vmers EE & ER	40.22	0.00	40.22	2737	10/27/23
Report Total			40.22	0.00	40.22		

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 \$ *****40.22 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

10/26/23
03:54 pm

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY Not Posted to G/L
10/26/23 - 10/26/23

Section 4. Item #B.

bookkeeper

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
VMERSDB VMERS	10/26/2023		10/26/23	10/26/23	01 True up Vmers EE & ER			
	1-2-00-05-10.25		Retirement	Withholding		19.34	0.00	0.00
	1-2-00-05-10.25		Retirement	Withholding		20.88	0.00	0.00
Invoice 10/26/2023 Total						40.22	0.00	0.00
Report Grand Total						40.22	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	40.22	0.00
	40.22	0.00

11/01/23
09:34 am

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 26 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (General Fund) From / / To 10/31/23

bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
APPLE	APPLE INC	10/23 PHONE Oct. extra storage 4-Tod	0.99	0.00			
FISH&GAME	VERMONT FISH & WILDLIFE	10/8/23 10/8-10/14/23 Fish and w	43.00	0.00			
PAYCHEX	PAYCHEX	2023102401 Payroll	250.11	0.00			
PEOPLE	PEOPLES TRUST COMPANY	2023-73518 2020 KW 2023payment	14923.58	0.00			
STAPLESAD	STAPLES ADVANTAGE	10/25/23STAP Election supplies	328.96	0.00			
VLCT	VERMONT LEAGUE OF CITIES & TOW 3615	April's training	10.00	0.00			
Report Total			15,556.64	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 \$ ***15,556.64 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

11/01/2023
09:33 am

Town of Georgia, Vermont Accounts Payable
Invoice Edit List-Current-Last-Next FY
Invoices Up To 10/31/2023

Section 4. Item #B.

bookkeeper

Vendor	Invoice Number	Purchase Order	Invoice Date	Due Date	Ck Acct	Invoice Amount	Discenc. Amount	Discount Amount
APPLE APPLE INC	10/23 PHONE		10/31/23	10/31/23	01	0.99	0.00	0.00
	1-7-05-28-30.70	New Hwy Garage	Utilities					
PAYCHEX PAYCHEX	2023102401		10/26/23	10/31/23	01	250.11	0.00	0.00
	1-7-05-05-45.00	Admin Contracted	Services					
PEOPLE PEOPLES TRUST COMPANY	2023-73518		10/16/23	10/31/23	01			
	1-7-02-80-52.15	Hwy Prchse-Reserve	Fund			13,939.73	0.00	0.00
	1-7-05-07-47.00	Loan Interest				983.85	0.00	0.00
Invoice 2023-73518 Total						14,923.58	0.00	0.00
STAPLESAD STAPLES ADVANTAGE	10/25/23STAP		10/25/23	10/31/23	01			
	1-7-05-10-25.00	Election Expenses				328.96	0.00	0.00
FISH&GAME VERMONT FISH & WILDLIFE	10/8/23		10/08/23	10/31/23	01			
	1-2-40-20-10.10	State Of VT Fish & Wildli				43.00	0.00	0.00
VLCT VERMONT LEAGUE OF CITIES	3615		10/25/23	10/31/23	01			
	1-7-05-20-44.00	Admin Training				10.00	0.00	0.00
Report Grand Total						15,556.64	0.00	0.00

Fund Totals	Expenditures	Dis-Encumbrance
1	15,556.64	0.00
	15,556.64	0.00

11/01/23

Town of Georgia, Vermont Accounts Payable

01:51 pm

Check Warrant Report # 27 Current Prior Next FY Invoices

bookkeeper

Unpaid Invoices For Check Acct 01 (General Fund) From 10/31/23 To 10/31/23

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
COMCASTB	COMCAST BUSINESS	10/23MDPAY MD pay for 10/23	786.76	0.00			
Report Total			786.76	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 \$ *****786.76 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

11/01/2023
01:56 pm

Town of Georgia, Vermont Accounts Payable
Manual Direct Pay Report

Section 4. Item #B.

bookkeeper

Vendor	Invoice	Disc. Date	Purchase Amt.	Discount Amt.	Pmt Date	Check #
COMCASTB COMCAST BUSINESS	10/23MDPAY	10/31/2023	786.76	0.00	10/31/2023	E2023170
			<u>786.76</u>			
Total of items:			786.76			

11/09/2023
03:58 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 28 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From 11/10/2023 To 11/13/2023

Section 4. Item #B.

Page 1 of 3
bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ABOVE PAR	ABOVE PAR CLEANING LLC	5165-1035 10/23 cleaning	1100.00	0.00			--/--/--
ACE	ST ALBANS ACE HARDWARE LLC	105223/2 Gorilla glue, PVC cap	43.97	0.00			--/--/--
ACE	ST ALBANS ACE HARDWARE LLC	104720 FD supplies	4.00	0.00			--/--/--
ALLEGIANC	ALLEGIANCE TRUCKS	X122024198:0 DEF bulk, Kit filter	341.00	0.00			--/--/--
AMAZON	AMAZON CAPITAL SERVICES	11QPTLVR11XG Clevis pin	29.75	0.00			--/--/--
AMAZON	AMAZON CAPITAL SERVICES	14TXPWYF1GGQ Circuit breaker	10.88	0.00			--/--/--
AMAZON	AMAZON CAPITAL SERVICES	17HXCV4F1ND3 Ink for bond paper	32.76	0.00			--/--/--
AMCARE	AMCARE AMBULANCE SYSTEMS INC	1396 11/23 Ambo svcs	5885.23	0.00			--/--/--
AVENU	AVENU INSIGHTS & ANALYTICS	INVB-048645 10/23Land records	890.00	0.00			--/--/--
BGS ST SU	BGS ST SURPLUS PRPRTY	73006053 Calculator, trash cans	53.00	0.00			--/--/--
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14273 IT 9/20-10/31/23	475.00	0.00			--/--/--
BRIDGET	BRIDGET STONE	10/23 TRAINI Lib training	41.27	0.00			--/--/--
CAMPFR	CAMP PRECAST CONCRETE PRODUCTS	58582 High risers	361.00	0.00			--/--/--
CAMPFR	CAMP PRECAST CONCRETE PRODUCTS	58590 Return	-185.00	0.00			--/--/--
CASELLA	CASELLA WASTE MGT., INC.	675750 Transfer station weight	63.35	0.00			--/--/--
CATAMOUNT	CATAMOUNT LIBRARY NETWORK	11/23 CLN membership	1121.27	0.00			--/--/--
CHARB PAR	CHARLEBOIS TRUCK PARTS INC	1T63359 Clevis pin	9.92	0.00			--/--/--
CHARB PAR	CHARLEBOIS TRUCK PARTS INC	1T63060 Clevis pins, filters	81.12	0.00			--/--/--
COMCAST	COMCAST	11/23FIRE 11/23 FD	229.71	0.00			--/--/--
COMCAST	COMCAST	11/23 GARA 11/23 83 plains rd	199.43	0.00			--/--/--
COMCAST	COMCAST	11/23LIB 11/23 lib	0.02	0.00			--/--/--
COMCAST	COMCAST	10/23TOWN Modem 2 10/23	14.95	0.00			--/--/--
COSTCO	COSTCO WHOLESALE	10252023 Janitorial supplies	118.88	0.00			--/--/--
EXIT18	EXIT 18 EQUIPMENT	88182 4 cycle FUEL	69.50	0.00			--/--/--
EYE MED	FIDELITY SECURITY LIFE INSURAN	166012585 11/23 eye med	57.67	0.00			--/--/--
FIDIUM	CONSOLIDATED COMMUNICATIONS	1018/2023 Wifi at beach	96.48	0.00			--/--/--
GAP	GEORGIA AUTO PARTS	71787 Fuel	32.99	0.00			--/--/--
GAP	GEORGIA AUTO PARTS	72604 Hydraulic fittings	197.72	0.00			--/--/--
GEEK	GREEN MOUNTAIN GEEK LLC	1886 Lib. computer management	740.00	0.00			--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	10/23 GMILLS 10/23 gordan mills	28.88	0.00			--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	10/23 HISTMU 10/23 Museum	24.83	0.00			--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	10/23 LIB WE 10/23 lib well	26.33	0.00			--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	10/23LIB 10/23 lib	560.21	0.00			--/--/--
INGRAM	INGRAM LIBRARY SERVICES	78420265 Lib supplies	1601.11	0.00			--/--/--
INTERACTI	INTERACTIVE SCIENCES, INC	3049 Wowbrary sponsorship	500.00	0.00			--/--/--
J&L	J & L HARDWARE, INC.	498460 Color plus key, key	11.54	0.00			--/--/--
J&L	J & L HARDWARE, INC.	499457 key, swivel staple	78.65	0.00			--/--/--
J&L	J & L HARDWARE, INC.	499459 Hoe handle	25.99	0.00			--/--/--
J&L	J & L HARDWARE, INC.	499280 Concrete mix, mortar, fu	40.95	0.00			--/--/--
MRS	MILTON RENTAL & SALES INC	1-646285 Propane, asphalt roller	359.00	0.00			--/--/--
MRS	MILTON RENTAL & SALES INC	1-646212 American 2 Ton chain hoi	134.96	0.00			--/--/--
MYERS	MYERS CONTAINER SERVICE CORP	10/23BEACH 10/23 Beach	143.19	0.00			--/--/--
MYERS	MYERS CONTAINER SERVICE CORP	10/23TOWN 10/23 Trash	174.76	0.00			--/--/--
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	53788 2024 Disaster Recovery	585.26	0.00			--/--/--
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	53768 Cloud svcs thru 12/24	1041.60	0.00			--/--/--
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	53717 Chip help thru 10/20/23	220.00	0.00			--/--/--
OMG	O'ROURKE MEDIA GROUP	365660 Ads for meetings	196.80	0.00			--/--/--
OMG	O'ROURKE MEDIA GROUP	9/23 9/1-9/30/23 DRB	158.00	0.00			--/--/--
P KING	PATRICK KING	10/11/2023 HP office supplies	135.88	0.00			--/--/--
PENNEYDAW	LESLIE PENNEY	11/2/2023 SB 1/2 & 1/2 budget meet	3.49	0.00			--/--/--

11/09/23
03:58 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 28 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From 11/10/2023 To 11/13/2023

Section 4. Item #B.

bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
PESTPRO	PEST PRO, INC.	160329	5/23 never got invoice	75.00	0.00		--/--/--
PIE	PIE IN THE SKY	11/2/2023	Budget meeting lunch	77.82	0.00		--/--/--
PIKEIN	PIKE INDUSTRIES INC	1254753	10/10 Asphalt	239.20	0.00		--/--/--
PIKEIN	PIKE INDUSTRIES INC	1257462	Asphalt 10/25	565.60	0.00		--/--/--
PIKEIN	PIKE INDUSTRIES INC	1255649	Asphalt 10/16	647.68	0.00		--/--/--
PIKEIN	PIKE INDUSTRIES INC	1257785	10/26 Asphalt	562.40	0.00		--/--/--
PREMIER	PREMIER PAVING INC	3405	Work on new garage	30870.00	0.00		--/--/--
PREMIER	PREMIER PAVING INC	3410	Culvert patch	8000.00	0.00		--/--/--
PRIORITY	PRIORITY EXPRESS	80592344	Lib loan	211.90	0.00		--/--/--
R.R.CHARL	R R CHARLEBOIS INC	IE43426	Freightliner parts	87.32	0.00		--/--/--
REGROWTH	REGROWTH PLANNING	23_03_2	Town plan update	3795.22	0.00		--/--/--
ST A REC	ST ALBANS RECREATION DEPARTMEN	0000584	11/23 vouchers for pool	689.00	0.00		--/--/--
STITZEL	STITZEL PAGE & FLETCHER P.C.	78209	Law svcs thru 9/30/23	2456.25	0.00		--/--/--
SULLIVAN	SULLIVAN, POWERS & CO.	132936	Audit	515.00	0.00		--/--/--
SULLIVAN	SULLIVAN, POWERS & CO.	132904	Audit fy ending 6/30/23	10209.00	0.00		--/--/--
THERAD	THE RADIO NORTH GROUP INC	24145601	Batteries	834.00	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080174660	10/18 uniforms	74.02	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080175875	10/25 uniforms	74.02	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080177072	11/1 uniforms	74.02	0.00		--/--/--
UNION DUE	LABORERS' INTERNATIONAL OF NO.	10/23 DUES	Union dues for October	123.00	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	10/23GARAGE	83 Plains Rd 10/23	322.49	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	10/23 PLAINS	65 Plains Rd	0.95	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	10/23 FIRE	10/23 Fire	33.88	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	10/23CLERKS	10/23 town clerks	18.18	0.00		--/--/--
VITAL	VERMONT DEPT OF HEALTH VITAL R	1268	Engraved paper	38.00	0.00		--/--/--
VLCT	VERMONT LEAGUE OF CITIES & TOW	3435	Doug's P&Z Training	10.00	0.00		--/--/--
VLCT	VERMONT LEAGUE OF CITIES & TOW	3685	Budget training for Carl	10.00	0.00		--/--/--
VST	VERMONT STATE TREASURER'S OFFI	10/15MARRIAG	7/1-9/30/2023	585.00	0.00		--/--/--
VTSAFETY	VT DEPT OF PUBLIC SAFETY #7381	88639	10/23 Law enforcement	1444.75	0.00		--/--/--

11/09/2023
03:58 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 28 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (General Fund) From 11/10/2023 To 11/13/2023

Section 4. Item #B.

bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
Report Total			80,811.00	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 \$ ****80,811.00 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

11/09/23
03:50 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 29 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (General Fund) From 11/09/23 To 11/09/23

Section 4. Item #B.
bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
TAXES	AINSWORTH ARIEL & LISA	117750000/23 2023 tax refund	3264.11	0.00			--/--/--
TAXES	ARMSTRONG COLLEEN	113040102 2023 tax overpayment ref	1068.37	0.00			--/--/--
TAXES	ASHTON JESSICA	109940000000 2023 overpayment tax ref	2818.93	0.00			--/--/--
TAXES	BARBER JAMES & CLAUDIA MACKENZ	101240000000 2023 tax overpayment	3086.06	0.00			--/--/--
TAXES	BELL LINDA	113190000000 2023 tax refund	3313.00	0.00			--/--/--
TAXES	BOWEN RAYMOND & THURSTON SANDR	111550000000 2023 tax refund	170.00	0.00			--/--/--
TAXES	BIDWELL RICHARD SR & LAFOUNTAI	102830000000 2023 tax refund	587.57	0.00			--/--/--
TAXES	CONGER EARLENE	101630000000 2023 tax refund	2662.52	0.00			--/--/--
TAXES	FITZGERALD ROBERT	110960000000 2023 tax refund	1658.00	0.00			--/--/--
TAXES	KNECHT JASON R	111760000000 2023 tax refund	2083.94	0.00			--/--/--
TAXES	KOHUTICH ADAM & KIMBERLEE	104880800000 2023 tax refund	616.40	0.00			--/--/--
TAXES	LANCE MARTHA	106290000000 2023 tax refund	3390.00	0.00			--/--/--
TAXES	LETOURNEAU CHERYL	103540000000 2023 tax refund	20.00	0.00			--/--/--
TAXES	RONNEY TERRY	112450000000 2023 tax refund	3002.00	0.00			--/--/--
TAXES	ROY DAVID & PATRICIA	109130000000 2023 tax refund	1171.55	0.00			--/--/--
TAXES	RYAN DEBORAH M	108250000000 2023 tax refund	320.00	0.00			--/--/--
TAXES	SCOTT STEPHANIE	100760000000 2023 tax refund	1915.00	0.00			--/--/--
TAXES	SEMAHAR KINGDON	110120000000 2023 tax refund	3422.26	0.00			--/--/--
TAXES	PIPE KATE	110290000000 2023 tax refund	119.00	0.00			--/--/--
TAXES	LIPPA ADAM & LAURA	109340000000 2023 tax refund	4838.97	0.00			--/--/--
TAXES	LYFORD HANNAH	101460000000 2023 tax refund	1988.04	0.00			--/--/--
TAXES	MANN RAYMOND JR & DEBORAH	107760000000 2023 tax refund	3619.61	0.00			--/--/--
TAXES	MEILLEUR STEVEN & KIMBERLY	113220009 2023 tax refund	1065.74	0.00			--/--/--
TAXES	MULLIN MARGARET	100160000000 2023 tax refund	1291.49	0.00			--/--/--
TAXES	GREER MATT & SHEEHAN ELIZABETH	101220000000 2023 tax refund	748.00	0.00			--/--/--
TAXES	GRIMES WILLIAM	102190000000 2023 tax refund	840.08	0.00			--/--/--
TAXES	PLAVECKI MICHAEL & MARK	113300300 2023 tax refund	3591.01	0.00			--/--/--
TAXES	HALL JOHN & ASHLEY	101780000000 2023 tax refund	867.72	0.00			--/--/--
TAXES	CALDWELL DENISE	116390000000 2023 tax refund	2618.41	0.00			--/--/--
TAXES	BYRNE ALEXANDER	113220002 2023 tax refund	1109.75	0.00			--/--/--
TAXES	BURNHAM JACOB	114700000000 2023 tax refund	2455.00	0.00			--/--/--
TAXES	HALVERSON NICOLAS & NATASHA	109870200 2023 tax refund	2959.00	0.00			--/--/--
TAXES	HANF KEITH & DAWN	101760000 2023 tax refund	834.87	0.00			--/--/--
TAXES	HERSH MELISSA & PATTIN ANDREW	102970000 2023 tax refund	673.73	0.00			--/--/--
TAXES	HILL ARNOLD & CYNTHIA	105060000 2023 tax refund	2282.73	0.00			--/--/--
TAXES	HORR FAMILY LIVING TRUST	104270000 2023 tax refund	20.00	0.00			--/--/--
TAXES	HOYT DONALD & JACQUELINE & KIL	107461100 2023 tax refund	837.97	0.00			--/--/--
TAXES	JENKINS QUINN	115090000 2023 tax refund	249.79	0.00			--/--/--
TAXES	KELLY DEBORAH REVOCABLE TRUST	104580000 2023 tax refund	2276.00	0.00			--/--/--
TAXES	SHEPARD ANN	117440000 2023 tax refund	80.00	0.00			--/--/--
TAXES	SICOTTE MATTHEW & MARGARET	108900000000 2023 tax refund	753.37	0.00			--/--/--
TAXES	SIZEN DAREN & LAURA	108760000 2023 tax refund	4658.00	0.00			--/--/--
TAXES	SOLIOZY NATALIE & MARY	101470000 2023 tax refund	2431.24	0.00			--/--/--
TAXES	ST PETER STACEY	117160000 2023 tax refund	2999.00	0.00			--/--/--
TAXES	SWEENEY KENNETH & ROBIN	103980000 2023 tax refund	1328.00	0.00			--/--/--
TAXES	TRAHAN GABRIEL & CARMEN	100510000 2023 tax refund	709.67	0.00			--/--/--
TAXES	TRIVENTO GARY II & KRISTEN	105950000 2023 tax refund	608.00	0.00			--/--/--
TAXES	TRIVIERES CHRISTIAN & CATHLEEN	116220000 2023 tax refund	456.00	0.00			--/--/--
TAXES	TURNER JOSHUA	114620000 2023 tax refund	609.26	0.00			--/--/--
TAXES	VIAU DAVID & CHRISTINE	108880000 2023 tax refund	1489.80	0.00			--/--/--

11/09/23
03:50 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 29 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From 11/09/23 To 11/09/23

Section 4. Item #B.

bookkeeper

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
TAXES	WEEKS REVOCABLE LIVING TRUST C 1066870000	2023 tax refund	1517.00	0.00	-----, --	-----	--/--/--
TAXES	WHITEHEAD DARREN & FRYE MICHEL 104590000	2023 tax refund	2002.00	0.00	-----, --	-----	--/--/--
TAXES	WOODAMAN BRADLEY & CRANDALL DA 117020000	2023 tax refund	2257.78	0.00	-----, --	-----	--/--/--
TAXES	BEDARD SHAWN & BETHANY LIVIING 117040000	2023 tax refund	10.00	0.00	-----, --	-----	--/--/--
TAXES	PENNEY REVOCABLE TRUST PENNEY 105530120	2023 tax refund	1630.39	0.00	-----, --	-----	--/--/--
TAXES	RAINE RYAN 103000000	2023 tax refund	1325.00	0.00	-----, --	-----	--/--/--
Report Total			94,721.13	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 \$ ****94,721.13 Let this be your order for the payments of these amounts.

Devon Thomas (Chair)

Shannon Jenkins (Vice-Chair)

Jamie Comstock

Carl Rosenquist

Nicholas Martin

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.



SELECTBOARD SPECIAL MEETING

Wednesday, September 13, 2023 at 12:00 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)

Present: Nick Martin and Carl Rosenquist

1. CALL TO ORDER
2. SELECTBOARD SUB COMMITTEES AND REPORTS

A. Personnel

Job Descriptions

N. Martin and C. Rosenquist met to discuss the job description for the Public Works director.

2:00 pm. Motion to adjourn by Rosenquist, seconded by N. Martin, all in favor



SELECTBOARD BUDGET MEETING

Wednesday, October 04, 2023 at 4:00 PM

Chris Letourneau Meeting Room and via Zoom

MINUTES

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmptVmE1MXZSaWZWLzVadz09>

Meeting ID: 616 584 3896 | Passcode: 5243524

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

Present: Devon Thomas, Carl Rosenquist, Jamie Comstock, Shannon Jenkins, Nick Martin, and Cheryl Letourneau

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **CHAIR UPDATE - none**
4. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA – none**
5. **SELECTBOARD MINUTES AND WARRANTS**
 - A. Approval of Selectboard Budget Meeting Minutes for 10.04.2023
6. **PUBLIC COMMENT (For items not on agenda)**

All participants must clearly state their names. Appropriate actions will be considered once the Selectboard has reviewed the information provided and necessary subsequent research.
7. **CORRESPONDENCE**
8. **UNFINISHED BUSINESS**
10. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**

Discussed assignments for Town Report tasks, dedication, and front cover.

\$21,000 final bill for the new town garage. Which line item will that come from.

How to get community input on the ARPA funds.

Impact ordinance – Suzanna Brown said the Planning Commission can work on revisions to this ordinance

What to do with the \$17,000 CD.
11. **OTHER**
12. **PLAN NEXT MEETING AGENDA**
 - A. 10.18.23

- 13. EXECUTIVE SESSION (if needed, pursuant to 1 V.S.A sec 313) - none
- 14. ADJOURN – 5:00 p.m. motion to adjourn by C. Rosenquist, seconded by N. Martin. 5

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 PERSONNEL SPECIAL MEETING

Wednesday, October 04, 2023 at 2:00 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)

Present: Nick Martin, Carl Rosenquist and Cheryl Letourneau

1. **CALL TO ORDER**
2. **SELECTBOARD SUB COMMITTEES AND REPORTS**
 - A. Personnel
 - Personnel policy – reviewing and making corrections.
5. **ADJOURN – Motion to adjourn by C. Rosenquist, seconded by N. Martin, All in favor**

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 BUDGET MEETING

Wednesday, October 18, 2023 at 4:00 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)

Present: Devon Thomas, Carl Rosenquist, Nick Martin, Shannon Jenkins and Cheryl Letourneau

Absent: Jamie Comstock

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
Information material to get out to the public for the November 7th election.
A letter was composed and approved to send to the public.
Cheryl will check with VLCT regarding a meeting before voting on the 7th.
4. **ADJOURN – motion to adjourn by N. Martin, seconded by C. Rosenquist. 5:05 pm.**



SELECTBOARD SPECIAL PERSONNEL COMMITTEE MEETING

Wednesday, October 18, 2023 at 2:00 PM
Chris Letourneau Meeting Room and via Zoom
MINUTES

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmptVmE1MXZSaWZWLzVadz09>

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

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

Present: C. Rosenquist, Nick Martin and Cheryl Letourneau

1. **CALL TO ORDER**
2. **SELECTBOARD SUB COMMITTEES AND REPORTS**
 - A. Personnel
 - Work on personnel policy – reviewing the personnel policy.
 - Cheryl will check with other fire departments regarding employees responding to calls and pay rate.
 - Cheryl will add a paragraph to the job description of the Public Works Director.
3. **ADJOURN – Motion to adjourn by C. Rosenquist, seconded by N. Martin, all in favor.**



SELECTBOARD EXECUTIVE MEETING - PERSONNEL INTERVIEWS

Wednesday, June 21, 2023 at 5:30 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

Meeting called to order

5:30 motion to go into executive session by C. Rosenquist seconded by N. Martin

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

A. Recreation Director Interviews

6:35 motion to exit executive session by C. Rosenquist, seconded by N. Martin

2. ADJOURN

6:47 motion to adjourn by C. Rosenquist seconded by N. Martin

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name:	<u>TOWN GARAGE GEORGIA</u>	Order #	<u>36810017</u>
Service Location:		Billing Location:	
Address 1	<u>83 PLAINS RD</u>	Address 1	<u>47 TOWN COMMON RD N</u>
Address 2	<u>UNIT BUSINESS2</u>	Address 2	
City	<u>SAINT ALBANS</u>	City	<u>SAINT ALBANS</u>
State	<u>VT</u>	State	<u>VT</u>
Zip	<u>05478</u>	Zip	<u>05478-6089</u>
Primary Contact Name	<u>Amber Baker</u>	Billing Contact Name	<u>Amber Baker</u>
Primary Contact Phone	<u>(802) 524-3524</u>	Billing Contact Phone	<u>(802) 524-3524</u>
Primary Contact Email	<u>treasurer@townofgeorgia.com</u>	Billing Contact Email	<u>treasurer@townofgeorgia.com</u>
Service Term	<u>36 Months</u>	Tax Exempt	<u>Yes</u>
Package Code:	<u>EC-DataSEVoice\$134BIPerfMOB SEPKg3yr</u>	Promo Code:	

Package & Promotion Details
<p>Data, SecurityEdge, Voice Package for discounted rate of \$134.99 for months 1-24, increasing to \$169.99 for months 25-36, increasing to then regular rate in month 37. Package includes Business Internet Performance (download speed up to 250 Mbps), 1 Mobility Line, and SecurityEdge. 3 year term agreement required. Additional services may be added to qualifying bundles: Connection Pro at \$20/mo., Basic Voice Lines \$15 each/mo., Two or more Mobility Lines \$20 each/mo. After 36 months, monthly service charge increases to regular rate for each additional service. Additional \$10 MRC discount with enrollment in EcoBill paperless billing and automatic payments through Comcast's self-service online tool via https://business.comcast.com/myaccount within 30 days of serv. install. If either EcoBill paperless billing or automatic payment service is cancelled during the promo, the monthly service charge automatically increases by \$10. Mobile discount for existing Comcast Business Internet Standard service or higher customers who activate new Comcast Business Mobile service with minimum 2 Mobile Unlimited lines: \$30 discount with 2 to 4 Mobile Unlimited lines, \$20 discount with 5 or more Mobile Unlimited lines. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. After 12 months, or if any of the required services are cancelled or downgraded, or if Unlimited service is switched to By the Gig, the mobile discount will be removed. Comcast Business Internet must be installed by 12/12/2023 to qualify for the mobile discount. Comcast Business Mobile Unlimited lines must be activated within 90 days of Comcast Business Mobile Unlimited order date. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject to change.</p>
<hr style="width: 100%;"/> <i>Customer Initials</i>

Package	Services Included	Qty	Package Monthly Service Charge ¹	Package Non-Recurring Charge ²
Data, SecurityEdge, Voice Package	Business Internet Performance (download speeds up to 250 Mbps)	1		
	SecurityEdge	1	\$ 134.99	\$ 0.00
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge ¹	Additional Non-Recurring Charge ²
Connection Pro			
Connection Pro Service	1	\$ 20.00	
Equipment - Connection Pro	1	\$ 10.00	
Equipment Fee			
Package Equipment Fee	1	\$ 19.95	
Business Voice			
Mobility Lines	1	\$ 20.00	
Directory Listing Suppression Fee	1		

**COMCAST
BUSINESS****COMCAST BUSINESS SERVICE ORDER AGREEMENT**

Section 8. Item #E.

Company Name: TOWN GARAGE GEORGIA Order # 36810017

Additional Fees		
Standard Installation Fee / Change of Service Fee	1	\$ 29.95
Total Additional Charge	\$ 69.95	\$ 29.95

	Monthly Service Charge ¹	Non-Recurring Charge ²
Total Charge for Service Order	\$ 204.94	\$ 29.95

¹ Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).

² Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at <https://business.comcast.com/terms-conditions-smb>. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at <https://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at <https://business.comcast.com/privacy-statement> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:



COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: TOWN GARAGE GEORGIA **Order #** 36810017

- For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.
- If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.
- If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.
- The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.
- Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:
 • Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx	
Signature	
Name	Cheryl Letourneau
Title	
Date	

FOR COMCAST USE ONLY	
Sales Representative	Sarah Fairfield
Sales Representative Code	
Sales Manager Name	Courtney Carpenter
Sales Manager Approval	
Division	NorthEast



COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: TOWN GARAGE GEORGIA **Order #** 36810017

BUSINESS INTERNET CONFIGURATION DETAILS

<p>Transfer Existing Comcast.net Email <input type="text" value="No"/></p> <p>Number of Static Ips <input type="text" value="0"/></p>	<p>Equipment Selection <input type="text" value="Comcast Owned"/></p> <p>Business Web Hosting <input type="text" value="No"/></p>
---	---

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Non-Published
Directory Listing Phone Number	8025285269
Directory Listing Display Name	TOWN GARAGE GEORGIA
DA/DL Header Text Information	City & Town Planners
DA/DL Header Code Information	02008157
Standard Industry Code	8748

Additional Voice Details	
Caller ID (Yes/No)	Yes
Caller ID Display Name(max 15 char.)	TOWN OF GEORGIA
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested (Yes/No)	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: TOWN GARAGE GEORGIA **Order #** 36810017

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
8025285269	Mobility Lines	None	None	No
8025285296	Mobility Lines	None	None	No

Toll Free Phone #	Calling Origination Area	Associated TN

COMCAST BUSINESS

Disconnect Request Form

To: Comcast Business Services
676 Island Pond Rd
Manchester NH 03109

Attention: Disconnect Processing
Direct Dial: 1-800-391-3000 Fax: 1-800-283-8873
E-Mail: NED_SMBDisconnectRequest@cable.comcast.com

A. Please accept this letter as an authorized written request to disconnect Business Class Services for:

TOWN OF GEORGIA - ADMIN BUILDING_

Company Name

47 TOWN COMMON RD N

Address

SAINT ALBANS

VT

05478

City

State

Zip

8773500010023288

CR114249457

Account #

MACD#

Ticket #

B. Select one:

<input type="checkbox"/> Transfer Existing Service	Stop Service Date: _____ Start Service Date: _____ New Address: _____ City: _____ State: _____ Zip: _____
<input checked="" type="checkbox"/> Permanent Disconnect	Disconnect Reason _____ Please select new provider: Other Provider: _____ Check all that apply: <input type="checkbox"/> Voice Disconnect <input type="checkbox"/> Internet Disconnect <input checked="" type="checkbox"/> Video Disconnect <input type="checkbox"/> Smart Office Disconnect <input type="checkbox"/> Cloud Solutions Disconnect
<input type="checkbox"/> Voice Port Out	I will be porting my number(s) to: _____

C. Approval

Authorized Signature
Cheryl Letourneau

Date Signed

Print Name

Contact Telephone Number

Final 'Bill To' Address

D. Important Information regarding your company's Business Class Account

EARLY TERMINATION FEE AND NOTICE OF TERMINATION

Pursuant to Comcast's records, Early Termination Fee liability:

\$0.00

Pursuant to the General Terms and Conditions (GTC) of my company's Comcast Business Class Service Order Agreement. My company may be liable for 100% of the balance remaining if services are disconnected or terminated during the initial term (Early Termination Fee). My company will also be billed for any Comcast Equipment that is not returned to a Comcast Service Center (like cable modem and television set-top boxes). If my company is terminating Services as indicated above, **this document will serve as my company's 30 day notice of termination (as required by the GTC)**. My company will be responsible for outstanding amounts due for the Services through the actual date of termination.

If my company decides to reconnect its Business Class account, it will be assigned a new email address and Static IP (if applicable) and/or telephone number(s), as applicable.

If my company is taking (porting) its telephone number(s) to another provider, it must contact the new provider to set up service. The new provider will contact Comcast to terminate the company's Business Class Voice Service (to ensure there will be no loss of service during the transfer).

Comcast Business

Next steps for disconnecting service

1 | Within the next 30 days, complete the disconnect form emailed via DocuSign.

- For support on how to submit an e-signature, please reference DocuSign support.
- If the reason for disconnection is not listed within the form, choose the most relevant option.
- The disconnect notification period will begin on the date the form is signed via e-signature. Until then, the account will remain active and continue to be billed. For details on the service termination policy and disconnect period, reference the Comcast Business Terms & Conditions.

2 | Return your device(s) associated with your service, including modem, phone or cable box.

The UPS Store® will pack and ship it for you. Just bring your equipment to The UPS Store and they'll take care of the rest - at no cost to you. A store associate will scan the equipment serial number so your account is properly updated.

Find a UPS Store location near you.

If you have Connection Pro, SmartOffice, Hospitality, or Advanced Voice products, a technician will need to pick up the equipment. A member of the Comcast Business team will be reaching out to schedule a time that is convenient for you.

3 | Sign in to My Account to check final billing details.

As you prepare to disconnect your services, remember to sign in to My Account to review your existing balance and check when your billing cycle ends as it relates to your final bill.

If your balance appears higher, it may be due to an expiration of a promotional package or proration. If your balance is at zero and you are enrolled in Auto Pay, please turn off Auto Pay.

CUSTOMER INFORMATION

Account Name: <u>Town of Georgia</u>	Email: <u>administrator@townofgeorgia.com</u>
Primary Contact: <u>Cheryl Letourneau</u>	Address1: <u>47 Town Common Rd N</u>
Title: <u>Primary</u>	Address2: _____
Phone: <u>8025243524</u>	City: <u>Georgia</u>
Cell: <u>8025243524</u>	State: <u>VT</u>
Fax: _____	Zip Code: <u>05478</u>

SUMMARY OF CHARGES

Service Term(Months): 36

Site Name	Monthly Recurring Charges	Standard Installation Charges	One-time Charges
Georgia Admin Bldg	\$277.30	\$0.00	\$0.00
SUMMARY OF TOTAL CHARGES*	\$277.30	\$0.00	\$0.00

* Applicable federal, state and local taxes and fees may apply; usage fees not included. For Specific information, see service location detail pages, attached hereto and incorporated here in reference. Additional orders (adding or deleting seats) may change the "per seat" pricing.

GENERAL COMMENTS

AGREEMENT privacy-statement (or any successor URL), both of which Comcast may update from time to

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Business VoiceEdge™ Services ("Services") to Customer. This Comcast Business Class Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Customer Terms and Conditions ("Terms and Conditions") located at <http://business.comcast.com/terms-conditions-smb> (or any successor URL), and any other Service Order entered under this SOA, collectively referred to as the "Agreement". In the event of inconsistency among these documents, precedence will be as follows: (1) Terms and Conditions, (2) this SOA, and (3) any other Service Orders entered under this SOA. The Agreement shall terminate as set forth in the Terms and Conditions. All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and conditions. Use of the Services is also subject to the Business Acceptable Use Policy located at <http://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the Business Privacy Policy located at <http://business.comcast.com/customer-notifications/customer-privacy-statement> (or any successor URL), both of which Comcast may update from time to time and become effective upon posting.

2. The Service carries a 60 day money back guarantee. If within the first (60) sixty days following Business VoiceEdge Service activation Customer is not completely satisfied, Customer may cancel such service and Comcast will issue a refund for service charges actually paid by Customer, custom installation, usage charges, and optional service fees and taxes excluded. In order to be eligible for the refund, Customer must cancel Business VoiceEdge Service within sixty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

3. By purchasing Comcast voice services, you are giving Comcast Business permission to request a copy of the Customer Service Record(s) from your existing carrier(s). Customer Service Records include the telephone numbers listed on the account(s) and may also include information related to services provided by such carrier(s).

4. Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the installation is complete.

6. Notwithstanding the notice provision in the Business Services Customer Terms and Conditions, all legal notices will be sent to the Primary Contact listed above and/or to the Primary Contact identified on the SOA for each Service location as applicable.

7. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the terms and conditions of this Agreement.

8. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

E911 ACKNOWLEDGEMENT

Your Comcast Business Voice Services set forth in this Service Order (the "Voice Services") have the following 911 limitations:

- In order for 911 calls to be properly directed to emergency services using the Voice Services, Customer must provide and maintain the correct service address information ("Registered Service Location") for each telephone number and extension used by Customer. The Registered Service Location should also include information such as floor and office number as appropriate.



SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

- If the Voice Services are moved to, or used in, a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Services (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.
- Customer is solely responsible for programming its telephone system to map each telephone number and extension to the correct location, and for updating the telephone system as necessary to reflect moves or additions of stations.
- Customer 911 calls may be sent to an emergency call center where an agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.
- The Voice Services use electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.
- Calls using the Voice Services, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment and/or power failure, a broadband connection failure, or another technical problem.
- Failure by Customer to make updates to the Registered Service Location, including updates to restore service address to the original Registered Service Location, or failure to allot sufficient time for the Service Location update provisioning to complete may result in emergency services being dispatched to the incorrect Service Location.
- Customers should call Comcast at 1-800-391-3000 if they have any questions or need to update the Registered Service Location in the E911 system.

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICES.

CUSTOMER USE ONLY		COMCAST USE ONLY (by Authorized representative)	
Signature:		Signature:	Sales Rep: Sarah Fairfield
Name: Cheryl Letourneau		Name:	Sales Rep: sarah_fairfield@cable.co Email: mcast.com
Title:		Title:	Region: WNE Region
Date:		Date:	Division: NorthEast Division



SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

SERVICE LOCATION DETAIL					
Customer Information					
Location Name: <u>Georgia Admin Bldg</u>	Business Phone: <u>8025243524</u>				
Company Name: <u>Georgia Admin Bldg</u>	Cell Phone: <u>8025243524</u>				
Contact Name: <u>Cheryl Letourneau</u>	Fax Number: _____				
Address1: <u>47 Town Common Rd N</u>	Email: <u>administrator@townofgeorgia.com</u>				
Address2: _____	Site Type: <u>Dedicated</u>				
City: <u>Georgia</u>	Emergency 911 Information: <u>47 Town Common RD N</u>				
State: <u>VT</u>	Georgia, VT 05478				
Zip: <u>05478</u>					
Billing Information					
Date Of Quote: <u>10/24/2023</u>			Service Term: <u>36</u>		
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact: <u>Amber Baker</u>			Zip: <u>05478</u>		
Address1: <u>47 Town Common Rd N</u>			Phone: <u>8025243524</u>		
Address2: _____			Fax: _____		
City: <u>Saint Albans</u>			Email: <u>treasurer@townofgeorgia.com</u>		
State: <u>VT</u>					
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	10	\$19.95	\$0.00	\$199.50	\$0.00
Additional Hunt Group	5	\$0.00	\$0.00	\$0.00	\$0.00
Additional or Alternate TNs	2	\$0.20	\$0.00	\$0.40	\$0.00
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Polycom VVX 411 HD	9	\$5.95	\$0.00	\$53.55	\$0.00
Poly Rove B2 Base Station	1	\$6.95	\$0.00	\$6.95	\$0.00
Poly Rove 30 Cordless Handset	1	\$6.95	\$0.00	\$6.95	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:				\$277.30	
Promotional Discount:					
Promotion Option:				NED_BVE_20+Seats_\$19.95_\$0Phone	
Promotion Description:					
Unified Communication Seats for discounted rate of \$19.95 each, increasing to then regular rate at end of original term (month 37 if 3 year term, or month 61 if 5 year term). Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term (month 37 if 3 year term, or month 61 if 5 year term). Minimum Business Internet Standard (100/25) or Ethernet required. Minimum 3 Year Term required. OTT sites are eligible if main site meets minimum Business Internet Standard (100/25)/Ethernet requirement. Minimum 20 total seats required. Minimum average of 2 Seats per site required. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee,					
Total Business VoiceEdge Monthly Recurring Charge*:				\$277.30	
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Charges					
Customer Training:	<u>Online</u>			No Charge	
Total One-time Charges:				\$0.00	
Site Installation Charges:				\$0.00	

**COMCAST
BUSINESS**

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

Total Business VoiceEdge Standard Installation Charges:	\$0.00
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Customer Initials:



SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

Customer Information	
Location Name: Georgia Fire Station	Business Phone: 8025243524
Company Name: Georgia Fire Station	Cell Phone: 8025243524
Contact Name: Cheryl Letourneau	Fax Number:
Address1: 4134 Ethan Allen Hwy	Email: administrator@townofgeorgia.com
Address2:	Site Type: Dedicated
City: Georgia	Emergency 911 Information: 4134 Ethan Allen HWY
State: VT	Georgia, VT 05478
Zip: 05478	

Billing Information	
Date Of Quote: 10/24/2023	Service Term: 36
The terms set forth in this agreement are valid for 30 days from Date of Quote	
Billing Contact: Amber Baker	Zip: 05478
Address1: 47 Town Common Rd N	Phone: 8025243524
Address2:	Fax:
City: Saint Albans	Email: treasurer@townofgeorgia.com
State: VT	

Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	6	\$19.95	\$0.00	\$119.70	\$0.00
Additional Hunt Group	3	\$0.00	\$0.00	\$0.00	\$0.00
Inventoried TNs	1	\$0.00	\$0.00	\$0.00	\$0.00

Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Polycom VVX 411 HD	5	\$5.95	\$0.00	\$29.75	\$0.00
Panasonic TGP600 Smart IP Cordless Phone Base Station	1	\$3.95	\$0.00	#REF!	#REF!
Panasonic TPA60 Smart IP Cordless Handset	1	\$4.95	\$0.00	\$4.95	\$0.00

Summary Of Charges	
Aggregate Monthly Recurring Charges	
Monthly Recurring Charges:	#REF!
Promotional Discount:	
Promotion Option:	NED_BVE_20+Seats_\$19.95_\$0Phone
Promotion Description:	
Unified Communication Seats for discounted rate of \$19.95 each, increasing to then regular rate at end of original term (month 37 if 3 year term, or month 61 if 5 year term). Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term (month 37 if 3 year term, or month 61 if 5 year term). Minimum Business Internet Standard (100/25) or Ethernet required. Minimum 3 Year Term required. OTT sites are eligible if main site meets minimum Business Internet Standard (100/25)/Ethernet requirement. Minimum 20 total seats required. Minimum average of 2 Seats per site required. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee,	
Total Business VoiceEdge Monthly Recurring Charge*:	#REF!
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing	
Business VoiceEdge Standard Installation Charges	
Customer Training: Online	No Charge
Total One-time Charges:	\$0.00

**COMCAST
BUSINESS**

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

Site Installation Charges:	\$0.00
Total Business VoiceEdge Standard Installation Charges:	\$0.00

COMCAST
BUSINESS

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

Customer Information					
Location Name:	Georgia Public Library	Business Phone:	8025243524		
Company Name:	Georgia Public Library	Cell Phone:	8025243524		
Contact Name:	Amber Baker	Fax Number:			
Address1:	1697 ETHAN ALLEN HWY	Email:	administrator@townofgeorgia.com		
Address2:		Site Type:	Dedicated		
City:	Georgia	Emergency 911 Information:	1697 Ethan Allen HWY		
State:	VT		Georgia, VT 05478		
Zip:	05454				
Billing Information					
Date Of Quote:	10/24/2023	Service Term:	36		
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact:	Amber Baker	Zip:	05478		
Address1:	47 Town Common Rd N	Phone:	8025243524		
Address2:		Fax:			
City:	Saint Albans	Email:	treasurer@townofgeorgia.com		
State:	VT				
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	2	\$19.95	\$0.00	\$39.90	\$0.00
Additional Hunt Group	3	\$0.00	\$0.00	\$0.00	\$0.00
Inventoried TNs	1	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Polycom VVX 411 HD	2	\$5.95	\$0.00	\$11.90	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:					\$61.75
Promotional Discount:					
Promotion Option:					NED_BVE_20+Seats_\$19.95_\$0Phone
Promotion Description:					
Unified Communication Seats for discounted rate of \$19.95 each, increasing to then regular rate at end of original term (month 37 if 3 year term, or month 61 if 5 year term). Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term (month 37 if 3 year term, or month 61 if 5 year term), Minimum Business Internet Standard (100/25) or Ethernet required. Minimum 3 Year Term required. OTT sites are eligible if main site meets minimum Business Internet Standard (100/25)/Ethernet requirement. Minimum 20 total seats required. Minimum average of 2 Seats per site required. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee,					
Total Business VoiceEdge Monthly Recurring Charge*:					\$61.75
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Charges					
Customer Training:	Online				No Charge
Total One-time Charges:					\$0.00
Site Installation Charges:					\$0.00
Total Business VoiceEdge Standard Installation Charges:					\$0.00



SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

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Customer Information	
Location Name: Georgia Admin Bldg	Business Phone: 8025243524
Company Name: Georgia Admin Bldg	Cell Phone: 8025243524
Contact Name: Cheryl Letourneau	Fax Number:
Address1: 83 PLAINS RD	Email: administrator@townofgeorgia.com
Address2: BUS2	Site Type: Dedicated
City: Saint Albans	Emergency 911 Information: 83 Plains RD
State: VT	Saint Albans, VT 05478
Zip: 05478	

Billing Information	
Date Of Quote: 10/24/2023	Service Term: 36
The terms set forth in this agreement are valid for 30 days from Date of Quote	
Billing Contact: Amber Baker	Zip: 05478
Address1: 47 Town Common Rd N	Phone: 8025243524
Address2:	Fax:
City: Saint Albans	Email: treasurer@townofgeorgia.com
State: VT	

Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	2	\$19.95	\$0.00	\$39.90	\$0.00
Additional Hunt Group	3	\$0.00	\$0.00	\$0.00	\$0.00
Inventoried TNs	2	\$0.00	\$0.00	\$0.00	\$0.00

Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Poly VVX 450	1	\$5.95	\$0.00	\$5.95	\$0.00
AudioCodes MP-114 ATA	1	\$4.95	\$0.00	\$4.95	\$0.00

Summary Of Charges	
Aggregate Monthly Recurring Charges	
Monthly Recurring Charges:	\$60.75
Promotional Discount:	
Promotion Option:	NED_BVE_20+Seats_\$19.95_\$0Phone
Promotion Description:	
Unified Communication Seats for discounted rate of \$19.95 each, increasing to then regular rate at end of original term (month 37 if 3 year term, or month 61 if 5 year term). Entry Level Polycom Phone MRC waived for length of original contract term, increasing to then regular rate at end of term (month 37 if 3 year term, or month 61 if 5 year term). Minimum Business Internet Standard (100/25) or Ethernet required. Minimum 3 Year Term required. OTT sites are eligible if main site meets minimum Business Internet Standard (100/25)/Ethernet requirement, Minimum 20 total seats required. Minimum average of 2 Seats per site required. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee,	
Total Business VoiceEdge Monthly Recurring Charge*:	\$60.75
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing	
Business VoiceEdge Standard Installation Charges	
Customer Training: Online	No Charge
Total One-time Charges:	\$0.00
Site Installation Charges:	\$0.00

**COMCAST
BUSINESS**

SERVICE ORDER AGREEMENT – BUSINESS VOICEEDGE

Section 8. Item #E.

Total Business VoiceEdge Standard Installation Charges:	\$0.00
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COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: Georgia Fire Station **Order #** 36805347

Phone #	Type	HG1 Seq	HG2 Seq	Voicemail
8027828336	Mobility Lines	None	None	No
8027828173	Basic Line	None	None	No

Toll Free Phone #	Calling Origination Area	Associated TN

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Company Name: Georgia Fire Station **Order #** 36805347

Service Location: **Billing Location:**

Address 1 4134 Ethan Allen Hwy Address 1 47 TOWN COMMON RD N

Address 2 Address 2

City Georgia City Saint Albans

State VT State VT

Zip 05478 Zip 05478

Primary Contact Name ~~Amber Baker~~ Cheryl Letourneau Billing Contact Name ~~Amber Baker~~ April Edwards

Primary Contact Phone (802) 524-3524 Billing Contact Phone (802) 524-3524

Primary Contact Email ~~treasurer@townofgeorgia.com~~ Administrator treasurer@townofgeorgia.com Billing Contact Email treasurer@townofgeorgia.com

Service Term 36 Months **Tax Exempt** No

Promo Code:

Package Code: EC-DataSEVoice\$134BIPerfMOB SEPkg3yr

Package & Promotion Details
Data, SecurityEdge, Voice Package for discounted rate of \$134.99 for months 1-24, increasing to \$169.99 for months 25-36, increasing to then regular rate in month 37. Package includes Business Internet Performance (download speed up to 250 Mbps), 1 Mobility Line, and SecurityEdge. 3 year term agreement required. Additional services may be added to qualifying bundles: Connection Pro at \$20/mo., Basic Voice Lines \$15 each/mo., Two or more Mobility Lines \$20 each/mo. After 36 months, monthly service charge increases to regular rate for each additional service. Additional \$10 MRC discount with enrollment in EcoBill paperless billing and automatic payments through Comcast's self-service online tool via https://business.comcast.com/myaccount within 30 days of serv. install. If either EcoBill paperless billing or automatic payment service is cancelled during the promo, the monthly service charge automatically increases by \$10. Mobile discount for existing Comcast Business Internet Standard service or higher customers who activate new Comcast Business Mobile service with minimum 2 Mobile Unlimited lines: \$30 discount with 2 to 4 Mobile Unlimited lines, \$20 discount with 5 or more Mobile Unlimited lines. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. After 12 months, or if any of the required services are cancelled or downgraded, or if Unlimited service is switched to By the Gig, the mobile discount will be removed. Comcast Business Internet must be installed by 12/12/2023 to qualify for the mobile discount. Comcast Business Mobile Unlimited lines must be activated within 90 days of Comcast Business Mobile Unlimited order date. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject to change.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge ¹	Package Non-Recurring Charge ²
Data, SecurityEdge, Voice Package	Business Internet Performance (download speeds up to 250 Mbps)	1		
	SecurityEdge	1	\$ 134.99	\$ 0.00
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge ¹	Additional Non-Recurring Charge ²
Equipment Fee			
Package Equipment Fee	1	\$ 19.95	
Business Voice			
Basic Lines	1	\$ 15.00	
Business Video			
TV Basic	1	\$ 42.95	
Equipment - TV Box + Remote (STB)	3	\$ 29.85	

**COMCAST
BUSINESS****COMCAST BUSINESS SERVICE ORDER AGREEMENT**

Section 8. Item #E.

Company Name: Georgia Fire Station Order # 36805347

Additional Fees		
Standard Installation Fee / Change of Service Fee	1	\$ 0.00
Total Additional Charge	\$ 107.75	\$ 0.00

	Monthly Service Charge ¹	Non-Recurring Charge ²
Total Charge for Service Order	\$ 242.74	\$ 0.00

¹ Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).

² Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions**AGREEMENT**

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at <https://business.comcast.com/terms-conditions-smb>. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at <https://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at <https://business.comcast.com/privacy-statement> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: Georgia Fire Station **Order #** 36805347

- For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.
- If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.
- If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.
- The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.
- Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:

- Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx	
Signature	
Name	Cheryl Letourneau
Title	
Date	

FOR COMCAST USE ONLY	
Sales Representative	Sarah Fairfield
Sales Representative Code	
Sales Manager Name	Courtney Carpenter
Sales Manager Approval	
Division	NorthEast



COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: Georgia Fire Station **Order #** 36805347

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net Email <input type="text" value="No"/>	Equipment Selection <input type="text" value="Comcast Owned"/>
Number of Static Ips <input type="text" value="0"/>	Business Web Hosting <input type="text" value="No"/>

BUSINESS VIDEO CONFIGURATION DETAILS

Outlet Details	Location	Outlet Type
Outlet 1 - Primary	Outlet - 1	TV Box + Remote (STB)
Outlet 2 - Additional	Outlet - 2	TV Box + Remote (STB)
Outlet 3 - Additional	Outlet - 3	TV Box + Remote (STB)

Service Location Occupancy*

* Occupancy required for public view

Additional Comments

OUTLETS 9 & UP	QUANTITY
TV Box + Remote	0

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Published
Directory Listing Phone Number	8027828336
Directory Listing Display Name	Georgia Fire Station
DA/DL Header Text Information	Fire Departments
DA/DL Header Code Information	00252700
Standard Industry Code	9224

Additional Voice Details	
Caller ID (Yes/No)	Yes
Caller ID Display Name(max 15 char.)	Fire Station
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested (Yes/No)	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Company Name:	<u>Georgia Public Library</u>	Order #	<u>36807718</u>
Service Location:		Billing Location:	
Address 1	<u>1697 ETHAN ALLEN HWY</u>	Address 1	<u>47 TOWN COMMON RD N</u>
Address 2	<u>BCDV</u>	Address 2	<u></u>
City	<u>Georgia</u>	City	<u>Saint Albans</u>
State	<u>VT</u>	State	<u>VT</u>
Zip	<u>05454</u>	Zip	<u>05478</u>
Primary Contact Name	<u>Amber Baker</u>	Billing Contact Name	<u>Amber Baker</u>
Primary Contact Phone	<u>(802) 524-3524</u>	Billing Contact Phone	<u>(802) 524-3524</u>
Primary Contact Email	<u>treasurer@townofgeorgia.com</u>	Billing Contact Email	<u>treasurer@townofgeorgia.com</u>
Service Term	<u>24 Months</u>	Tax Exempt	<u>No</u>
Package Code:	<u>EC-SecSol\$104BIStandard_SE_Pkg_2yr</u>	Promo Code:	<u></u>

Package & Promotion Details

Data, SecurityEdge Package for discounted rate of \$104.99 for months 1-24, increasing to then regular rate in month 25. Package includes Business Internet Standard (download speed up to 100 Mbps) and SecurityEdge. 2 year term agreement required. Additional \$10 MRC discount with enrollment in EcoBill paperless billing and automatic payments through Comcast's self-service online tool via <https://business.comcast.com/myaccount> within 30 days of service installation. If either EcoBill paperless billing or automatic payment service is cancelled during the promo, the monthly service charge automatically increases by \$10.00. Mobile discount for existing Comcast Business Internet Standard service or higher customers who activate new Comcast Business Mobile service with minimum 2 Mobile Unlimited lines: \$30 discount with 2 to 4 Mobile Unlimited lines, \$20 discount with 5 or more Mobile Unlimited lines. Mobile discount applied to Comcast Business Internet bill for 12 months. Limit one discount per account. After 12 months, or if any of the required services are cancelled or downgraded, or if Unlimited service is switched to By the Gig, the mobile discount will be removed. Comcast Business Internet must be installed by 12/12/2023 to qualify for the mobile discount. Comcast Business Mobile Unlimited lines must be activated within 90 days of Comcast Business Mobile Unlimited order date. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject to change.

Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge ¹	Package Non-Recurring Charge ²
Data, SecurityEdge Package	Business Internet Standard (download speeds up to 100 Mbps)	1	\$ 104.99	\$ 0.00
	SecurityEdge	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge ¹	Additional Non-Recurring Charge ²
Equipment Fee			
Package Equipment Fee	1	\$ 19.95	
Business Video			
TV Standard	1	\$ 89.95	
Equipment - TV Box + Remote (STB)	1	\$ 9.95	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		\$ 0.00
Total Additional Charge		\$ 119.85	\$ 0.00

	Monthly Service Charge¹	Non-Recurring Charge²
Total Charge for Service Order	\$ 224.84	\$ 0.00

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Section 8. Item #E.

Company Name: Georgia Public Library **Order #** 36807718

¹ Charges identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoupments (however designated).

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General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at <https://business.comcast.com/terms-conditions-smb>. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at <https://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at <https://business.comcast.com/privacy-statement> (or any successor URL), both of which Comcast may update from time to time.

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3. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx	
Signature	<u>Cheryl Letourneau</u>
Name	<u>Cheryl Letourneau</u>
Title	
Date	

FOR COMCAST USE ONLY	
Sales Representative	<u>Sarah Fairfield</u>
Sales Representative Code	
Sales Manager Name	<u>Courtney Carpenter</u>
Sales Manager Approval	
Division	<u>NorthEast</u>

Section 8. Item #E.

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER AGREEMENT

Company Name: Georgia Public Library Order # 36807718

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net Email Equipment Selection
 Number of Static Ips Business Web Hosting

BUSINESS VIDEO CONFIGURATION DETAILS

Outlet Details	Location	Outlet Type
Outlet 1 - Primary	Outlet - 1	TV Box + Remote (STB)

Service Location Occupancy*
* Occupancy required for public view
 Additional Comments

OUTLETS 9 & UP	QUANTITY
TV Box + Remote	0



Vermont League
of Cities & Towns

COVERAGE DIRECTION FORM - Uninsured/Underinsured Motorist (UM/UIM)

Covering Entity:

VLCT Property & Casualty Intermunicipal Fund, Inc. (The Fund)
89 Main Street, Suite 4
Montpelier, VT 05602-2948

Name and Address of Named Member:

Georgia Town
47 Town Common Road North
St. Albans VT 05478

Policy No: P2152024-01 Policy Effective Date: 1/1/2024

Please select ONE of the options below:

- On behalf of the Undersigned Municipality, I hereby direct The Fund to provide **uninsured/underinsured motorist coverage with a limit of \$250,000 per occurrence**, which is less than the standard auto liability limit of coverage. This coverage direction shall apply to this and future policy years, unless a change in coverage limit is requested, and applies to all locations and all activities of the Named Member.
- On behalf of the Undersigned Municipality, I hereby request the standard \$10,000,000 uninsured/underinsured motorist coverage limit and agree to the additional cost of coverage:

I affirm that I am authorized to sign this document on behalf of the municipality.

Municipal Representative Name: Devon Thomas

Title: Selectboard Chair

Signature of Authorized Member Agent:

This is a summary disclosure only. Refer to the actual language of the VLCT PACIF Property & Casualty Coverage Document and the Policy Declarations. If you have questions about UM/UIM coverage, please contact Underwriting at the number below or via email at underwriting@vlct.org



GEORGIA

VERMONT

Section 8. Item #H.

Results from the November 7th Special Meeting:

Article 1: Shall the voters, pursuant to 24 V.S.A. § 1683(c), approve the Town of Georgia changing the date its fiscal year ends from December 31 to June 30?

Yes = 46 votes

No = 59 votes

Article 2: Shall the action taken at the meeting of the Town of Georgia held on March 7, 2023, in spite of the fact that Article 2 in the Warning erroneously contained an unnecessary item to elect a candidate for Library Trustee for a three-year term, and any act or action of the municipal officers or agents pursuant thereto be readopted, ratified and confirmed?

Approval to ratify = approved



SELECTBOARD REGULAR MEETING

Monday, November 13, 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 10.23.2023
 - B. Approval of Warrants #25,26,27,28, and 29
 - C. Approval of all special committee meeting minutes
- 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**
- 7. **UNFINISHED BUSINESS**
- 8. **BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**
 - A. Town Cemeteries
 - B. Time Clock – issues with the time clock at the garage.
 - C. Firefighter Application approval – Action. Review application for Michael Cook and make approval to join the GFRD
 - D. Jamie Cota as advisor for GFRD – Action. Give approval to allow Jamie to be a Senior Advisor per Keith Bakers recommendation.
 - E. Comcast – Action. Contract with Comcast to upgrade our systems and new pricing.
 - F. Pacif - uninsured motorist policy – Action. The board needs to select an option for uninsured motorist policy and sign the Pacif agreement.
 - G. MVP insurance – Action – MVP coverage for one employee

H. Results of the Special Meeting – discussion on bringing this back in March.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES' REPORTS

A. Town Administrator

Set up date to discuss Amcare Contract – need to set a date to speak with Amcare reimbursement of sales tax on purchases –

Request for department heads to meet to go over budgets again.

Debit card for the library

Amazon prime - renewal \$180.00

B. Treasurer

C. Buildings - updates/action on attached letter

D. Budget and Finance

E. Personnel

F. Public Works/Grounds/Recreation

G. Committees at the direction of the chair

10. OTHER

11. PLAN NEXT MEETING AGENDA

A. Budget Meeting 11.15.2023

B. Regular meeting 11.27.23

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

A. incident at the town office

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

Town of Georgia Select Board
47 Town Common Rd North St.
St. Albans, VT 05478

Re: Legal Trail portion of Town Trail #4 (Old Route 104A)

Dear Select Board:

As the Select Board is aware, the Water Line that provides the source water supply for the Town Industrial Park Water Treatment Plant and Fire Pumphouse Facility extends from Lake Arrowhead to the Industrial Park. A portion of that supply line is of concern and is located under the right of way of Town Trail #4 also known as The Old Route 104A.

It has recently come to the attention of the GIDC Board that sometime ago work was performed by one or more of the abutting property owners along sections of the Town Trail to what appears to be an attempt to regrade the surface of the Trail making it more passable for vehicle traffic. In the process of doing so, the minimal 5.5 feet of protective ground coverage that was initially installed has been regraded and in some areas the cover has been reduced by as much as 2-2.5 feet from the original grade when the pipeline was installed. Our Board's concern is that because of the reduction of protective coverage, there is now a real possibility of a freeze up of a portion of the water line and that depending on the weight of the vehicle, the integrity of the pipeline could be compromised and possibly could collapse. It has also been observed that during the winter months, protective snow cover has also been removed (plowed) further exposing the risks of a freeze up. Obviously, if the line freezes, that would be potential cause for a stoppage of services to provide Treated Water for the Park Tenants (including Perrigo) which would interrupt production for all tenants and facilities in the park. In addition, Fire Protection capabilities for could also be interrupted if this water source is compromised.

Since the Town Trail #4 falls under the Town jurisdiction, our Board would request that the Town ensure that sufficient materials be brought in to ensure that the minimal depth of protective coverage be reestablished to meet minimum engineering standards for adequate protection as necessary for the climate and to accommodate anticipated pedestrian and vehicles traffic and weight limits to be allowed.

The Board has conducted preliminary ground radar depth-of-cover samplings that show areas where the coverage has been reduced and can be provided to the Select Board for it's use in this matter.

If the selectboard has any questions or needs further clarification, please do not hesitate to contact me.

Sincerely yours,

Timothy Smith
President
Georgia Industrial Development Corporation