



GEORGIA VERMONT

Selectboard Regular Meeting Monday, March 11, 2024 Chris Letourneau Meeting Room and via Zoom Agenda

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER 6:00 p.m.

- A. Call meeting to order by C. Letourneau
- B. Pledge of Allegiance
- C. Reorganization of the board

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

4. SELECTBOARD MINUTES AND WARRANTS

- A. Approval of Selectboard Regular Meeting Minutes for 02/26/2024
- B. Approval of Warrants #6, #7 and #8

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

- A. Job descriptions
- B. Personnel Policy
- C. Ethics Policy
- D. Purchasing Policy
- E. Cameras for Hwy Trucks
- F. Bi-Weekly Payroll

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

- A.** Warning for Special Town Meeting - Action to accept warning with the revised budget article and Town budget by Australian ballot.
- B.** Joe Buford - Recreation
- C.** Vermont Rockets - Action to waive beach fees.
- D.** Budget Discussion
- E.** ARPA Funds Discussion
- F.** Review Selectboard member applicant letters.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A.** Town Administrator
- B.** Treasurer
- C.** Buildings
- 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.** 03/14/2024

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

- A.** Police Contract
- B.** NEMRC - KM
- C.** Personnel and Equipment

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

Georgia Selectboard Meeting
Chris Letourneau Meeting Room
Re-Organizational Meeting & Regular Meeting
Monday, March 11, 2024
6:00 p.m.

Approved: Unapproved

Present:

Absent:

Public Present:

1. Need to nominate Selectboard Clerk for a one-year term.

Motion made to nominate _____ as Selectboard Clerk, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

2. Need to nominate one Development Review Board member for a three-year term.

Motion made to nominate **Gilles Rainville, Jr.** for a Development Review Board member for a three-year term, made by _____, second by _____. No further discussion. All in favor.

3. Need a motion to appoint Development Review Board alternates for one-year term.

Motion made to nominate _____, _____ as Development Review Board alternates, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

4. Need to make a motion to appoint a person as Tree Warden for a one-year term. Ric Nye is the current Tree Warden.

Motion made to nominate **Ric Nye** as Tree Warden, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

5. Need to make a motion to appoint three people as representatives on the Georgia Industrial Development Corporation Board for two, one-year terms and one, three-year terms. Current representatives are Jim Driver (3 year), non- Selectboard member, and Kent Henderson, non-Selectboard member, Carl Rosenquist and Jamie Comstock, Selectboard members.

Motion made to nominate _____ and _____ as Selectboard Representatives to the Georgia Industrial Development Corporation, for one-year terms, and Jim Driver, non-Selectboard member, for a three-year term, made by _____, second by _____. No further discussion. All in favor.

6. Need to make a motion to appoint people to the Georgia Community Events Committee for one-year term. Current committee members are Cheryl Letourneau, Dawn Penney, Candice Holbrook, Matt Dow, Stacey Davis, and Sarah Savich, for one-year terms.

Motion made to nominate, Candice Holbrook, Cheryl Letourneau, Dawn Penney, Jessica Fike, Matt Dow, Sarah Savich, and Stacey Davis for one-year terms, made by _____, second by _____. No further discussion. All in favor.

7. Need to make a motion to appoint a Selectboard member as Town Service Officer for a one-year term.

Motion made to nominate _____ as Town Service Officer, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

8. Need a motion to appoint an Animal Control Officer and Assistant Animal Control Officer for a one-year term.

Motion made to appoint _____ as Animal Control Officer and Jim Benson as Assistant Animal Control Officer, for one-year terms, made by _____, second by _____. No further discussion. All in favor.

9. Need to appoint two people as Georgia Representatives to the Northwest Regional Planning Commission for one-year terms. Current representatives are Kirk Waite and _____.

Motion made to appoint Kirk Waite and _____ as Georgia Representatives to Northwest Regional Planning Commission, for one-year terms, made by _____, second by _____. No further discussion. All in favor.

10. Need to make a motion to appoint a representative to the Northwest Regional Planning Commission Transportation Advisory Committee.

11. Motion made to appoint _____ as Georgia Representative to the Northwest Regional Planning Commission Transportation Advisory Committee, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

12. Need to make a motion to appoint a Representative to the Northwest Communications Unified District (CUD) and two alternates for terms of one-year.

13. Motion made to appoint _____ as the representative, and Zachary Burdick and _____ as alternates for one-year terms, made by _____, second by _____. No further discussion. All in favor.

14. Need to make a motion to appoint two people to four-year terms and one person for a one-year term on the Conservation Commission.

Motion made to appoint _____ and _____ as the representative, for four-year terms, and _____ for one-year terms, on the Conservation Commission, made by _____, second by _____. No further discussion. All in favor.

15. Need to make a motion to appoint a representative to Northwest Solid Waste District for a one-year term. The current representative is Paul Lambert.

Motion made to appoint Paul Lambert as the Georgia Representative to the Northwest Solid Waste District for a one-year term, made by _____, second by _____. No further discussion. All in favor.

16. Need to make a motion to appoint All Selectboard members as authorized signers of town warrants, for one-year terms.

Motion made to appoint the Selectboard Chair and the Selectboard Vice Chair as authorized Selectboard members to sign warrants, for one-year terms, made by _____, seconded by _____. No further discussion. All in favor.

17. Need to make a motion to appoint Town’s Primary Legal Counsel; Stitzel Page & Fletcher is the primary Legal Counsel and Kimball & Storrow as Town’s Secondary Legal Counsel, for one-year terms.

Motion made to appoint Stitzel Page & Fletcher as the Town’s Primary Legal Counsel; and Kimball & Storrow as Town’s Secondary Legal Counsel, for one-year terms, made by _____, second by _____. No further discussion. All in favor.

18. Need to make a motion to set the official paper for the Town. “St. Albans Messenger” is the current paper, with the Seven Days to be used in an emergency basis only.

Motion made to set the St. Albans Messenger as the official paper for the Town of Georgia, with the County Courier to be used in an emergency basis only, made by _____, second by _____. No further discussion. All in favor.

19. Need to make a motion to charge for town equipment at the State Agency of Transportation rate unless it is a FEMA project. If it is a FEMA project, FEMA rates will be charged.

Motion made to charge for town equipment at the State Agency of Transportation rate, unless it is a FEMA project, if it is a FEMA project, then FEMA rates will be charged, made by _____, second by _____. No further discussion. All in favor.

20. Need to make a motion to set the Animal Control Fines based on the current fine schedule.

Motion made to set the Animal Control Fines based on the current fine schedule, made by _____, second by _____. No further discussion. All in favor.

21. Per 24 V.S.A. §871, we need to make a motion to re-affirm the current Selectboard policies, rules of procedure and the meeting schedule of 2nd and 4th Mondays, at 6:00 p.m., every month utilizing the agenda now in place.

Motion made to re-affirm the current Selectboard polices, rules of procedure and the meeting schedule of 2nd and 4th Mondays, _____, every month, utilizing the agenda now in place, made by _____, second by _____. No further discussion. All in favor.

22. Need a motion to re-affirm the Ethics Policy of the Town of Georgia dated March 12, 2018.

Motion to re-affirm the Town of Georgia Ethics Policy made by _____, second by _____. No further discussion. All in favor.

23. As the Office of Lister, and Board of Lister’s, have been eliminated by positive vote at Town Meeting, State Statute allows the Selectboard to appoint a professionally qualified Assessor, who shall have the same powers and discharge the same duties, under the provisions of Title 32. That Assessor does not need to be a resident of the Town. The appointment is for one year until the next annual meeting. The current Assessor is Hinman Assessments, LLC.

Motion made to re-appoint Hinman Assessments, LLC as the Town’s Assessor, for a one-year term, made by _____, second by _____. No further discussion. All in favor.

24. Need to make a motion to set forth the following wage for Planning Commission, Development Review Board and Board of Civil Authority:

Motion made to set forth the following wages for Planning Commission, Development Review Board and Board of Civil Authority, compensation shall be set at \$20.00 per meeting attended as per policy that “Board Members will not be paid for meetings where they are representing themselves or another party”, made by _____, second by _____. No further discussion. All in favor.

25. Need to make a motion to set the wages for Moderator and Parliamentarian at minimum wage rate.

Motion made to set the wages for Moderator and Parliamentarian at minimum wage rate, made by _____, second by _____. No further discussion. Four in favor, Carolyn abstained.

26. Per 24 V.S.A Sections 1953 and 1954, the Selectboard shall consider the Fire Chief's written recommendation and appoint Fire Officers as follows from Chief Keith Baker: 1st Assistant Chief –, 2nd Assistant Chief –, Captain, 1st Lieutenant - and 2nd Lieutenant.

Motion made to appoint Fire Officers based on the recommendation from Chief Baker for 1st Assistant Chief –, 2nd Assistant Chief –, Captain –, 1st Lieutenant –and 2nd Lieutenant – for one-year terms, made by _____, second by _____. No further discussion. All in favor.



GEORGIA VERMONT

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Selectboard Regular Meeting

Monday, February 26, 2024 @ 6:00 p.m.
Chris Letourneau Meeting Room and via Zoom

Minutes

Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

- **Selectboard Present** – Devon Thomas Chair, Shannon Jenkins Vice-Chair, Jamie Comstock, Carl Rosenquist, Nicholas Martin
- **Staff Present** – Cheryl Letourneau, April Edwards, Dawn Penney
- **Public Present** – Suzanna Brown, Kim Asch, Karen Lehr, Carolyn Branagan, Terry Cleveland, Robert Giroux, Heather Dunsmore, Bridget Stone, Sara Nye-Vester, Marty Jansen, Heather Grimm, Fred Grimm, Malcolm Baker, Sue Baker, Emily Johnson, Mary Chiapinelli
- **Public Zoom** – Jana Thuesen, Todd Cadieux, Sue Webster
- At **5:57 p.m.** – D. Thomas called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

- D. Thomas said this is the last meeting of this board.

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- C. Rosenquist made a motion to add an elevator discussion, N. Martin seconded. All in favor, motion carried. It is decided to add it to the agenda as item I.
- C. Rosenquist made a motion to postpone Ethics and DEI. This motion was not seconded and failed on the floor. It is noted that Ethics is just a discussion.

5. SELECTBOARD MINUTES AND WARRANTS

- A. Approval of Selectboard Regular Meeting Minutes for 02.12.2024, 01.17.2024

- 32 • C. Rosenquist made a motion to approve 02.12.2024 minutes with corrections, N.
- 33 Martin seconded. All in favor, motion carried.
- 34 • C. Rosenquist made a motion to approve 01.17.2024 with corrections, J. Comstock
- 35 seconded. It is determined they are addressing the second set of draft minutes with
- 36 lines 102-127 removed.
- 37 • C. Rosenquist removed his motion to determine the motion out of executive session. It
- 38 was decided to bring the minutes back at the next meeting.

39 B. Approval of Warrants #4, #5 and payroll warrants

- 40 • C. Rosenquist made a motion to approve Warrant #4, S. Jenkins seconded. All in
- 41 favor, motion carried.
- 42 • N. Martin made a motion to approve Warrant #5, S. Jenkins seconded. Discussion was
- 43 had. All in favor, motion carried.
- 44 • C. Rosenquist made a motion to approve payroll, J. Comstock seconded. All in favor,
- 45 motion carried.
- 46 • C. Rosenquist made a motion to add the hire to the public works department out of
- 47 Executive Session to the 01.17.2024 meeting minutes, N. Martin seconded. All in
- 48 favor, motion carried.
- 49 • N. Martin made a motion to approve the 01.17.2024 revised minutes with the
- 50 corrections J. Comstock seconded. All in favor, motion carried.

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

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

- 54 • C. Branagan asked the board what they want her for 02.28.2024. Discussion was had
- 55 on running the meeting, zooming in, and the date of the school informational meeting.
- 56 • C. Branagan asked about a meeting with the board before the town meeting.
- 57 Discussion was had. C. Rosenquist recommended meeting with C. Branagan at 9:00
- 58 a.m. before the town meeting. It is determined that meeting is to be warned.

59 **7. CORRESPONDENCE**

60 **8. UNFINISHED BUSINESS**

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

62 A. Library Grant - discussion on how to use the grant and action item to sign support letter
63 for grant.

- 64 • B. Stone presented saying she met with D. Thomas and S. Jenkins and had another
- 65 meeting with T. Cadieux and S. Brown earlier that day. She requested a letter
- 66 saying the library will remain there until 2031. C. Letourneau said there was a
- 67 letter from legal included in the packet. There was a discussion about plans if
- 68 awarded \$300,000 grant and how they would change if awarded \$1.4 million. It
- 69 was reported that the Waite's came and met with the library from an engineering
- 70 point of view and their input, and everyone was thankful for that.
- 71 • A. Edwards asked for a copy of the grant application to be sent to her, it was
- 72 confirmed they will. B. Stone said the grants are awarded this spring.

73 • S. Jenkins made a motion to commit a letter of support to the library, J. Comstock
74 seconded. All in favor, motion carried. N. Martin said he would draft the letter.
75 Discussion was had on getting a letter from legal and recording it in the land
76 records.

77 B. Sara Nye Vester - animal nuisance

- 78 • S. Nye-Vester said the cows next to her are a public nuisance and a safety issue.
79 They stop at her house and destroy her property. There is a fence that had been left
80 unfixed for months where the cows would escape from. After the State Police got
81 involved, the fence was fixed. S. Nye-Vester showed pictures. Discussion was
82 had on the language of livestock in town ordinance, what is covered in state
83 ordinance and the ability to impose a fine. Discussion was had on safety and
84 people almost hitting the cows that are loose on the road.
- 85 • C. Rosenquist made a motion to have a letter drafted to J. Boissoneault, N. Martin
86 seconded. All in favor, motion carried. N. Martin said he will draft the letter.

87 C. Ethics Policy – Discussion

- 88 • C. Rosenquist said he wanted to merge the document from the community and
89 recommendations from legal.
- 90 • D. Thomas said he would be happy to take this on moving forward.
- 91 • Discussion was had on full-time and part-time jobs, elected and appointed
92 positions and how many people would be affected. It was also brought up who
93 would track this and who would alert the selectboard.
- 94 • Discussion was had on the compatibility of offices.
- 95 • Discussion was had on how to move forward with ethics.

96 D. Town Meeting preparation - Go over what to expect at Town meeting.

- 97 • C. Letourneau said she sent out an email containing information and expectations
98 of the selectboard for town meeting.
- 99 • Discussion was had on who will be on stage, who will speak, and defend the
100 budget.

101 E. DEI Committee - Action decide how to create a DEI committee.

- 102 • D. Thomas said he recognizes that the charge has been different for each
103 committee. Discussion was had on how this will work moving forward.
- 104 • D. Thomas wants to ask the new board how they feel about this.

105 F. Job Descriptions

- 106 • Discussion was had on how long it has taken to complete this, the importance of
107 wording, and the importance of their accuracy.

108 G. Local Contractors

- 109 • C. Letourneau said they were presented with a letter by T. Cadieux asking local
110 contractors about their equipment and cost in case of emergencies.
- 111 • C. Rosenquist made a motion to approve T. Cadieux to send the local contractor
112 letter, J. Comstock seconded. All in favor, motion carried.

113 H. The Associated General Contractors of VT - to approve and sign.

114 • N. Martin made a motion to approve membership to the Associated General
115 Contractors of Vermont at a cost of \$300, C. Rosenquist seconded. All in favor, motion
116 carried.

117 I. Elevator – Addition

118 • C. Rosenquist made a motion to authorize the chair to sign renewal contract the letter,
119 N. Martin seconded. All in favor, motion carried.

120 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB-**
121 **COMMITTEES’ REPORTS**

122 A. Town Administrator

123 B. Treasurer

- 124 • A. Edwards recommended looking at the information she sent to them in preparation of
- 125 the town meeting. She asked if there was anything they had questions on. Discussion
- 126 was had.
- 127 • Discussion was had on the Audit, saying that Audit represented 2022 and had nothing
- 128 to do with A. Edwards.

129 C. Buildings

130 D. Budget and Finance

131 E. Personnel

132 F. Public Works/Grounds/Recreation

133 GCEC update

- 134 • C. Letourneau said they will have a May 18 Memorial Day Parade and Concerts on
- 135 the Green. She said they are still welcoming help.

136 G. Committees at the direction of the chair

137 **11. OTHER**

138 **12. PLAN NEXT MEETING AGENDA**

139 A. 02/28/2024

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

- 141 • At **8:39 p.m.** - C. Rosenquist made a motion to go into Executive Session where
- 142 premature disclosure could put the town or people at risk, J. Comstock seconded.
- 143 All in favor, motion carried.
- 144 • At **8:40 p.m.** - C. Rosenquist made a motion to invite the board and C. Letourneau
- 145 to Executive Session, S. Jenkins seconded. All in favor, motion carried.

146 A. EMS Contract

147 B. Payroll - union

148 C. Fairfax request

149 D. Personnel - Fire Dept.

- 150 • At **9:30 p.m.** - N. Martin made a motion to exit executive session; C. Rosenquist
151 seconded. All in favor, motion carried.
- 152 • It is noted there were no motions out of executive session.

153 **14. ADJOURN**

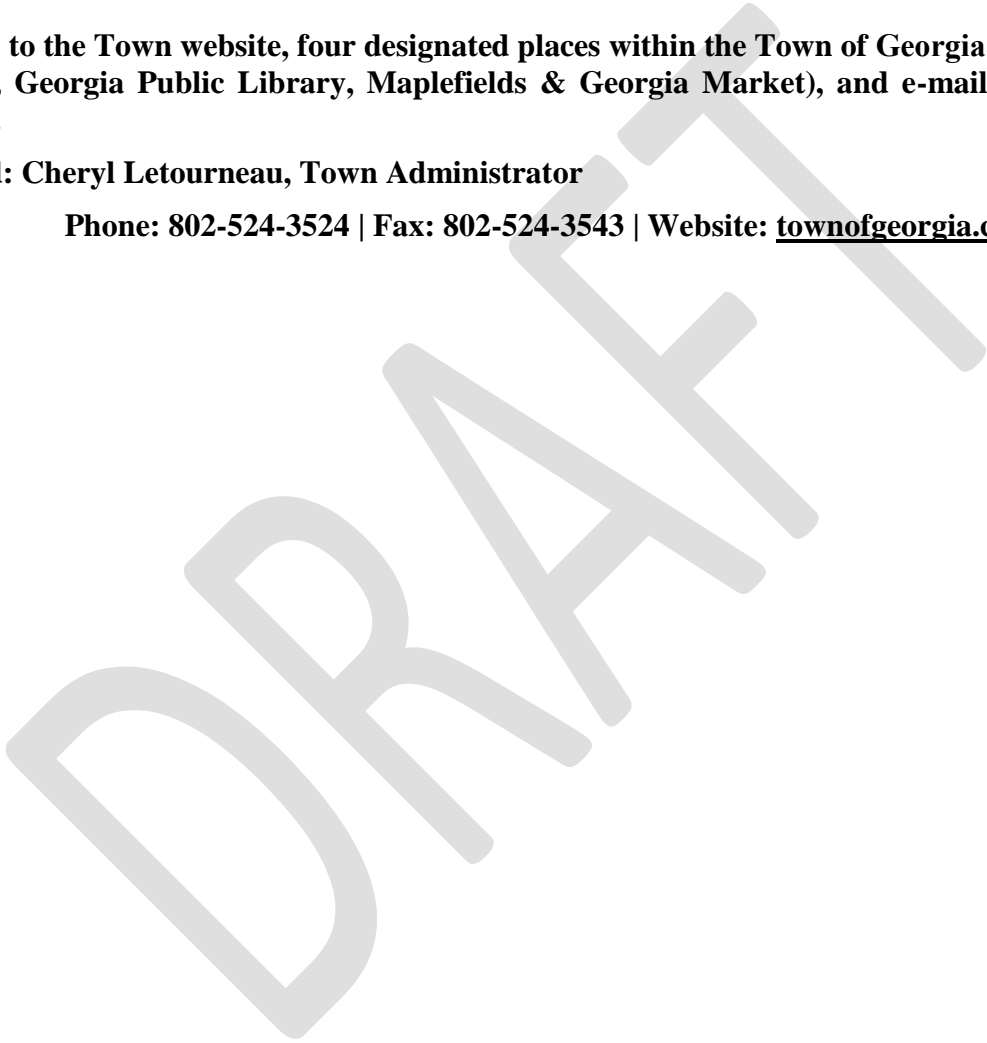
- 154 • At **9:30 p.m.** – N. Martin made a motion to adjourn, S. Jenkins seconded. All in favor,
155 motion carried.

156 **TABLED ITEMS:**

157
158 **Posted to the Town website, four designated places within the Town of Georgia (Town Clerk’s**
159 **Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local**
160 **media.**

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

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



3/06/2024

9:32 am

Town of Georgia, Vermont Accounts Payable

Check Warrant Report # 6 Current Prior Next FY Invoices

Section 4. Item #B.

Unpaid Invoices For Check Acct 01 (General Fund) From / / To 02/29/2024

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
APPLE	APPLE INC	02/29/2024 Phone Storage	0.99	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	243601940 1/24 Water cooler rental	3.00	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	243809442 Water for 1/24	112.90	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	CM2447795 Returned water bottles	-54.00	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	244367121 2/24Water cooler rental	3.00	0.00			--/--/--
WBMASON	W.B. MASON CO., INC.	CM2517742 Returned water bottles	-12.00	0.00			--/--/--
Report Total			53.89	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 \$ *****53.89 Let this be your order for the payments of these amounts.

Devon Thomas

Paul Jansen

Brian Dunsmore

Carl Rosenquist

03/07/2024
02:14 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 7 Current Prior Next FY Invoices
For checks For Check Acct 01 (General Fund) 02/14/2024 To 02/14/2024

Section 4. Item #B. 1
er

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
COMCASTB	COMCAST BUSINESS	193870600	Comcast Business Feb 24	785.97	0.00	785.97 E 202451	02/14/24
Report Total			785.97	0.00	785.97		

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 \$ *****785.97 Let this be your order for the payments of these amounts.

Devon Thomas

Paul Jansen

Brian Dunsmore

Carl Rosenquist

03/07/2024
03:10 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 8 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(General Fund) From / / To 03/11/2024

Section 4. Item #B. 2

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AFLAC	AFLAC	037998	2/24 Aflac	102.00	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	1VFHKCKNVYLF	Notebook	7.27	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	1QPCHW9D6PPY	Oil drain valve	266.16	0.00		--/--/--
AMAZON	AMAZON CAPITAL SERVICES	1NQVMP9T3KP3	GCC purchases	157.58	0.00		--/--/--
AMCARE	AMCARE AMBULANCE SYSTEMS INC	1413	3/24 Ambo svcs	5885.23	0.00		--/--/--
BOUCHOME	BOUCHARD HOME & OFFICE SERVICE	14368	IT support 2/13 & 2/20	180.00	0.00		--/--/--
CARGIL	CARGILL, INCORPORATED	2909229111	Deicer salt 2/21/24	2914.73	0.00		--/--/--
CARGIL	CARGILL, INCORPORATED	2909233965	2/22/24 deicer salt	2872.87	0.00		--/--/--
CARGIL	CARGILL, INCORPORATED	2909219370	2/19/24 deicer salt	2933.84	0.00		--/--/--
CENTPETRO	CENTRAL PETROLEUM COMPANY	520369	Chain & cable lube	4235.00	0.00		--/--/--
COMCAST	COMCAST	3/24LIB	3/24 Lib	51.98	0.00		--/--/--
COMCAST	COMCAST	3/24 83PLAIN	3/24 83 Plains Rd	202.41	0.00		--/--/--
COMCAST	COMCAST	3/24 FIRE	3/24 Fire Dept.	234.71	0.00		--/--/--
COMCAST	COMCAST	3/24 ADMIN	3/24 Admin building	275.37	0.00		--/--/--
EYE MED	FIDELITY SECURITY LIFE INSURAN	166189003	3/24 vision ins.	57.67	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 ST LTS	Feb & March St. lts	462.94	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 PATTEE	Feb & March Pattee hill	470.40	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 SALT SH	Feb & March Salt shed	51.81	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 TOWN CL	Feb & March TC	592.29	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 NEW GAR	Feb & March New garage	1008.73	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 FIRE	Feb & March Fire dept	1025.55	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24 LIBWELL	3/24 Lib well	26.97	0.00		--/--/--
GMP	GREEN MOUNTAIN POWER CORPORATI	3/24LIB	3/24 Lib	353.81	0.00		--/--/--
J&L	J & L HARDWARE, INC.	506579	Hardware for equip repai	62.20	0.00		--/--/--
J&L	J & L HARDWARE, INC.	506527	Mulch Hay	38.00	0.00		--/--/--
MICROSOFT	MICROSOFT CORPORATION	E0100R8DXL	Union steward email	45.04	0.00		--/--/--
MICROSOFT	MICROSOFT CORPORATION	E0100R8GNC	Email lic	1153.38	0.00		--/--/--
MYERS	MYERS CONTAINER SERVICE CORP	2/24TRASH	2/24 trash	174.76	0.00		--/--/--
NEMRC	NEW ENGLAND MUN RESOURCE CTR L	54629	Work done by Chip 2/20/2	110.00	0.00		--/--/--
OMG	O'ROURKE MEDIA GROUP	374115		711.34	0.00		--/--/--
OMG	O'ROURKE MEDIA GROUP	375537	2/20/24 Annual meeting a	267.67	0.00		--/--/--
PESTPRO	PESTPRO, INC.	173547	Squirrel removal	75.00	0.00		--/--/--
QUEENCITY	QUEEN CITY STEEL	281410	Steel	353.00	0.00		--/--/--
REGROWTH	REGROWTH PLANNING	23_03_6	Town plan for 2/1-3/3/24	2000.00	0.00		--/--/--
ROWLEY	ROWLEY FUELS PROPANE LLC	510242	#2 diesel	951.68	0.00		--/--/--
SHELBU	SHELBURNE LIMESTONE CORPORATIO	84129	Rock fines & driveway mi	1289.73	0.00		--/--/--
SHELBU	SHELBURNE LIMESTONE CORPORATIO	84316	Driveway mix 2/28/24	1374.98	0.00		--/--/--
STITZEL	STITZEL PAGE & FLETCHER P.C.	81533	Legal for January 2024	2870.00	0.00		--/--/--
TAXES	RONNEY TERRY	112450000000	2023 tax refund	3002.00	0.00		--/--/--
THRIFTBOO	THRIFTBOOKS GLOBAL, LLC	52651584	Used books for library	85.65	0.00		--/--/--
TRACTOR	TRACTOR SUPPLY CREDIT PLAN	200059745	Blaster silicone	65.92	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080199060	Uniforms 2/28 and suppli	94.33	0.00		--/--/--
UNIFIR	UNIFIRST CORPORATION	1080197671	Clean mats	45.35	0.00		--/--/--
UNION DUE	LABORERS' INTERNATIONAL OF NO.	2/24 UNION D	2/24 union dues	126.00	0.00		--/--/--
VGS	VERMONT GAS SYSTEMS INC	2/24PLAINS R	65 Plains svcs ending 2/2	1068.34	0.00		--/--/--
VLCTUNEMP	VLCT EMPLOYMENT RESOURCE AND B	REN037527-Q2	Q2	247.00	0.00		--/--/--
VMERSDC	VMERS DB	2/24VMERS	Feb 2024 Retirement	14771.29	0.00		--/--/--
VT DEC	VERMONT DEC-WATERSHED MGMT DIV	7983-9040AR	Permit #7983-9040AR	1350.00	0.00		--/--/--
VTCPR	VERMONT CPR & AED	3/6/2024	CPR/AED Certification	468.00	0.00		--/--/--
WEMASON	W.B. MASON CO., INC.	244727678	Water 2/24	112.90	0.00		--/--/--

03/07/24
03:10 pm

Town of Georgia, Vermont Accounts Payable
Check Warrant Report # 8 Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (General Fund) From / / To 03/11/2024

Section 4. Item #B. 2
er

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
WBMASON	W.B. MASON CO., INC.	CM2546309	Bottle return	-60.00	0.00		--/--/--
WBMASON	W.B. MASON CO., INC.	CM2546353	Bottle return	-6.00	0.00		--/--/--
WEBBFW	F W WEBB COMPANY	84508997	Fittings for air compres	83.48	0.00		--/--/--
WEEBLY	WEEBLY	3/6/24	Online renewal 2024	240.00	0.00		--/--/--
WORKING	WORKING DOG SEPTIC SERVICE, IN 29166		Port rental for FD	135.00	0.00		--/--/--
Report Total			57,675.36	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 \$ ****57,675.36 Let this be your order for the payments of these amounts.

Devon Thomas

Paul Jansen

Brian Dunsmore

Carl Rosenquist



TOWN OF GEORGIA

PERSONNEL POLICIES AND RULES HANDBOOK

As revised and adopted by the Selectboard May 22, 2017

PERSONNEL POLICIES AND RULES HANDBOOK

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**TOWN OF GEORGIA
PERSONNEL POLICIES AND RULES**

PART ONE – GENERAL PROVISIONS

I. INTRODUCTION AND AT-WILL EMPLOYMENT

- A. **Title and Authority.** These personnel policies and rules shall be known and cited as “The Town of Georgia Personnel Policies and Rules” and are hereby adopted by the Town of Georgia Selectboard pursuant to the provisions of Title 24, Vermont Statutes Annotated, Sections 1121 and 1122.
- B. **At-will Employment Status.** Unless otherwise provided by statute or written contract, **employment with the Town of Georgia is at-will and not for any definite period or succession of periods of time. The Town may terminate employment at any time, with or without cause.** These Policies and Rules are not, and should not be construed as, an express or implied contract and they do not modify any existing at-will status of any Town employee.
- C. **Prior Town Policies and Rules.** These Policies and Rules supersede and replace all prior handbooks, manuals, policies, benefits, and practices of the Town regarding employment and personnel matters, including but not limited to those regarding the Town of Georgia Fire Department / aka Town of Georgia Volunteer Fire Department and Georgia First Response. The Selectboard reserves the right to, on an individual or group basis, add, amend or delete any and all policies, rules, or benefits stated herein at any time, with or without advance notice, and in its sole discretion. Any such changes will be communicated to all employees. A copy of these Policies and Rules shall be available at the Town Office.
- D. **Comprehensiveness.** These Policies and Rules are not intended to be comprehensive with regard to Town employment or to address all possible applications of, or exceptions to, the policies, rules, and benefits described herein. Specific questions concerning eligibility for a particular benefit or the applicability of a particular policy or rule to an individual should be addressed to a department head or the Selectboard.
- E. **Conflicting Provisions.** Where a conflict exists between these Policies and Rules and any collective bargaining agreement or individual employment contract, the latter will control.

II. PERSONS COVERED

- A. **In General.** These Policies and Rules shall be applicable in their entirety to all persons employed by the Town of Georgia, including Georgia Fire Department employees and Georgia First Response employees, except as otherwise herein stated.
- B. **Clerk and Treasurer and Library.** The Town Clerk and/or Treasurer and/or Library Trustees may adopt the entire Personnel Handbook as applicable to their appointees and hires, in which case all such appointees and hires shall be treated for all purposes as employees of the Town, fully subject to this Personnel Handbook and all other Town employment rules and benefits.
- C. **Elected Officials.** With respect to Town business, Members of the Selectboard shall conform to the conduct provisions and policies in Part Three of this Handbook. Other elected officials and the Library Trustees may adopt such provisions and policies as being applicable to themselves and/or their appointees or employees (if not already covered as Town employees or by adoption of the Personnel Handbook in full).
- D. **Job Descriptions.** The Selectboard may approve written job descriptions for all employees which will

describe the duties and responsibilities and the essential job functions of the position as well as the qualifications required to hold the position. The Selectboard reserves the right to modify the job descriptions.

III. ADMINISTRATION

- A. Selectboard Administration.** Except as otherwise stated herein, these Policies and Rules shall be administered by the Selectboard or its authorized representative(s), and all references herein to the Selectboard shall include such authorized representatives.
- B. Library Board of Trustees.** With regard to Georgia Public Library employees, the administration of rules and regulations is reserved to the Library Board of Trustees. The Selectboard and Library Trustees may agree to consult regarding such administration, and may further agree to Selectboard oversight and handling of matters such as payroll and benefits.
- C. Department Heads.** For the purposes of administration of these policies and rules, "department head" shall be defined as follows unless otherwise designated: The Highway Department Head shall be the Road Foreman; The Department Head of the Municipal Offices, and for employees not covered under another department, shall be the Town Administrator; The Fire Department Head shall be the Fire Chief; The Georgia Public Library Department Head shall be the Library Trustee Chair; the Georgia First Response Head shall be the Georgia First Response President.
- D. Resolving Employee Concerns.** An employee should present concerns related to these Policies and Rules, or otherwise related to employment with the Town, to his/her department head. If not resolved, the employee may submit to the Selectboard a written request to address such concerns and the Selectboard may in its discretion choose to address the matter.

IV. HIRING and EQUAL EMPLOYMENT

- A. Selectboard Hiring Authority.** Except as specified otherwise herein, only the Selectboard is authorized to appoint employees to work for the Town.
- B. Hiring criteria.** All appointments to positions in the service of the Town of Georgia shall be made based on merit and competence and the needs of the Town. Education, experience, aptitude, knowledge, skills, character, physical fitness (where necessary for the essential functions of the position), personality, and all other qualifications deemed necessary for the satisfactory performance of the duties of the position to be filled shall be considered and weighed as appropriate.
- C. Equal Employment Opportunity.** It is the policy of the Town to provide equal employment opportunity to all persons. The Town does not discriminate against employees or applicants for employment based on race, color, religion, sex, sexual orientation, age, national origin, marital status, disability, veteran status, ancestry, pregnancy, gender identity, place of birth, HIV status, or any other basis recognized under local, state or federal law ("Protected Bases"). This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, training, compensation, layoff, and termination.
- D. Physical Examination.** Applicants may be offered positions in which good health or physical abilities are required for the essential functions of the job. Any such offer of employment may be conditioned upon a satisfactory physical examination at the expense of the Town.

- E. **Drug Testing.** All applicants may be required to submit to a drug test at the expense of the Town after an offer of employment has been made conditioned on a negative test result. All such applicants for a position requiring a CDL license shall be drug tested. All such information shall be shared only as reasonably necessary or as required by law. CDL licensed applicants and employees should familiarize themselves with the Town's Controlled Substance and Alcohol Testing Policy For Employee-Commercial Motor Vehicle Drivers.
- F. **Proof of Citizenship.** All applicants offered positions of Town employment must provide proof of citizenship or legal immigration status in conformance with federal law.
- G. **New Hire Probationary Period.** All appointments shall be made with a probationary period to determine whether the employee is suited for the job as follows:
 - 1. The initial probationary period shall be one hundred and eighty (180) days.
 - 2. A department head may extend the probationary period, with the written approval of the Selectboard, provided the total probationary period shall not exceed twelve (12) months.
 - 3. Approximately one month prior to the end of the probationary period, the department head shall submit a written performance review of the employee to the Selectboard including a recommendation regarding the employee's status.
 - 4. Employees may be paid at a probationary rate during this probationary period.
 - 5. During the probationary period and with the prior approval of the Selectboard, a department head may discharge an employee from employment without observation of any other procedures or employee appeal.
- H. **Driver Authorization And Evaluation.** All Town employees, as well as volunteers, must receive prior Town authorization in order to operate municipal vehicles. The Town may require employees and volunteers to submit to authorization procedures on a periodic basis. The following are the minimum required for authorization:
 - 1. Safe and lawful operation of municipal vehicles is a requirement of an authorized driver.
 - 2. Employees must possess a valid driver's license of the proper type and class for the vehicles operated.
 - 3. The Town may require employees and applicants to periodically authorize the Town to access department of motor vehicle records.
 - 4. An employee must notify his/her department head within forty-eight (48) hours of being charged with a moving violation, regardless of whether during performance of Town duties and regardless of whether operating a private vehicle or Town vehicle.

V. **TYPES OF APPOINTMENTS**

- A. **In General.** All of the following types of appointments are employment with the Town. All appointed employees are subject to all applicable Town policies and rules pertaining to performance and conduct, including those set out in these Personnel Policies and Rules.
- B. **Full-Time.** A full-time employee works at least 40 hours per week on a continuing basis (indefinite term). Full-time employees receive in full all benefits the Town provides pursuant to these Personnel Policies and Rules.
- C. **Student Appointments.** Student appointments have the purpose of affording an opportunity to gain

actual work experience and provide service to the Town. Such appointments are for a definite period of time, not to exceed 12 months, and may be paid or non-paid. Student appointees shall not be eligible for benefits.

- D. Emergency Appointments.** When necessary, appointment of employees on a temporary basis may be authorized by the department head with the approval of the Selectboard for a period not to exceed sixty (60) days. Such appointees shall not be eligible for benefits.
- E. Permanent Part-time Employees.** Permanent part-time employees are employees who work less than 40 hours per week but on a regular basis. Permanent part-time employees working at least 30 hours per week, as well as permanent part-time employees hired on or before January 1, 2014, shall receive benefits on a graduated scale, and all other permanent part-time employees shall not be eligible for benefits except as otherwise herein stated. The graduated scale for permanent part-time employees is calculated based on the percentage of a 40-hour week the employee works. For example a 30 hour work-week is 75% of a 40-hour week, and so the employee would receive a 75% benefit level. For group health and dental insurance, a permanent part-time employee must work at least 32 hours per week to be eligible.
- F. Part-time and Seasonal Employees.** Part-time and seasonal employees are employees who work on a seasonal or irregular basis and are not eligible for benefits.
- G. Limited-term Appointments.** Limited term appointments are made when a special project requires the addition of employees for a specific time, or to fill a position of an employee on a leave of absence. Such employees may receive benefits at the discretion of the Selectboard.
- H. Fire Department and First Response Employees.** The Selectboard shall appoint a chief, an assistant chief, and captains of the Fire Department as it deems necessary. Firefighters shall be appointed by the Fire Chief subject to these Policies and Rules and prior approval by the Selectboard. Fire Department and First Response employees are not eligible for benefits and are not permanent part-time employees.

VI. PERSONNEL RECORDS

- A. Maintenance and Access.** Personnel records will be maintained for each employee of the Town. An employee or employee's designated representative may inspect or copy his or her own personnel records at a mutually agreeable time during regular office hours. The Town reserves the right to have an authorized representative present at the time its files are examined or copied. Personnel records will be maintained in a secure fashion and shared only to the extent necessary or as required by law.
- B. Reference Requests.** Except as otherwise required by law, the Town will normally limit its response to a request for personnel information concerning a current or former employee to dates of employment and positions held. Upon receipt of written authorization by the employee, the Town may provide or release further information.

VII. EMPLOYEE PAY

- A. Regular Pay and Hours of Service.** With the approval of the Selectboard, the department head shall prescribe the number of hours per day and per week of actual attendance on duty for Town employees, which may be in excess of forty (40) hours. The hours so established shall be the normal work day or work week.

- B. Regular work week.** The designated work week shall commence at 12:00 a.m. on Sunday morning and end at 11:59 p.m. on Saturday night. Each employee shall fill out his/her weekly time sheet and submit same to his/her department head for approval.
- C. Overtime.** Nonexempt employees are eligible to receive overtime pay at a rate of one and one-half (1½) times their regular pay for time actually worked in excess of forty (40) hours per workweek. Exempt employees are not eligible for overtime; they are expected to work as many hours as required to perform the duties of the position. Employees shall be paid to the nearest quarter (¼) hour for overtime purposes.
- D. Overtime Authorization.** No employee may work over forty (40) hours in a given workweek without prior authorization of his or her department head or the Selectboard with the exception of Highway employees whose work week is 45 hrs. Acceptance of a directive to work overtime is considered a condition of employment. At the department head's or Selectboard's discretion, an employee's work schedule may be adjusted during a workweek to avoid overtime.
- E. Compensatory Time.** In lieu of a cash payment, any nonexempt employee may request compensatory time which accumulates at the rate of one and one-half (1½) hours for each hour worked in excess of forty (40) hours in any workweek. Highway employees have 40 hours straight time and 5 paid hours at time and one half as their base work week, anything above 45 hrs. is also compensable to them as in sentence one above. Compensatory time is subject to the following:

 1. At the end of each pay period in which overtime is worked, each employee shall notify his/her supervisor of an election to take compensatory time instead of reimbursement by monetary payment.
 2. An employee may accrue a maximum of forty (40) hours of compensatory time, after which overtime will be monetarily paid.
 3. At the Town's discretion, an employee may be compensated with monetary payment in lieu of use of compensatory time (at their regular rate of pay) or instead of accrual of compensatory time.
 4. Requests for use of compensatory time must be submitted to the department head.
 5. An employee will be permitted to use compensatory time within a reasonable period after making the request, if such use does not unduly disrupt Town operations.
 6. Compensatory time usage shall not be counted as time worked for purposes of determining overtime accumulation.
- F. Highway Department Call-In Pay.** A permanent full-time or permanent part-time Highway Department employee shall receive call-in pay as follows:

 1. Weekdays. For a weekday call-in after 3:30 p.m. and before 3:00 a.m. of the following day, the employee shall receive a minimum of four (4) hours of compensation at overtime rates for the call-in. If the employee actually works less than four (4) hours, but is called back during the same period, he/she will only be paid for the initial four (4) hours of call-in pay.
 2. Weekends. For a weekend call-in, the employee shall receive a minimum of four (4) hours of compensation at overtime rates for the call in. If the employee actually works less than four (4) hours, but is called-in within 24 hours, he/she will only be paid for the initial four (4) hours of call-in pay.
 3. Holidays. For a holiday call-in, the employee shall receive a minimum of four (4) hours of compensation at 2.5 times their regular hourly compensation for the call in. If the employee actually

worked less than four (4) hours, but is called in during the same holiday, for the same or any other reason, they will only be paid for the initial four (4) hours of call in pay. If the employee actually works more than four (4) hours.

4. Extended Call-Ins. For any call-in during which the employee actually works more than four (4) hours, he/she will be paid at the applicable call-in rate for all hours worked. Work assigned to a called-in employee must be reasonably related to the reason for the call-in.

G. Fire Department and First Response Employee Salary Procedure

1. Minimum Call-In. Georgia Fire Department (“GFD”) and Georgia First Response (“GFR”) employees shall be paid a minimum of one hour, with fifteen-minute increments after one hour, for calls, approved training, and approved maintenance meetings.
2. Reporting in. Employees responding to a call shall notify the Incident Commander (IC) of arrival and departure times as soon as practicable. Failure to so notify the IC will result in being paid only the one-hour minimum. If a call is cancelled prior to the employee’s arrival, notice must be given to the department head or a designee within 24 hours of the call to be eligible for payment.
3. Time sheets. The IC shall enter employees’ arrival and departure times on a time sheet, as well as the begin time (first tone) and end time (all equipment back in service or per IC) for the call. For employees employed by both GFD and GFR, time recorded for a call shall be recorded as representing one department only and shall be paid as such.
4. Pay period. Paid training time will begin and end per the training officer or department employee in charge of the training. Payment to GFD and GFR employees will be on a bi-weekly basis. The payroll period begins on a Sunday and ends on the second following Saturday. All time sheets for pay must be submitted to the department head (Chief for GFD, President for GFR, or their designee) no later than the Sunday following the end of the payroll period. Approved timesheets are to be turned in to the Town Treasurer or designee the following Monday. Payroll will then be processed that Monday and paychecks issued the following Thursday.
5. Rate of pay. Rate of pay for Georgia firefighters and GFR employees shall be in compliance with both State and Federal minimum wage laws. Officers shall be paid at a rate \$2 per hour more than firefighters and regular GFR members. Employees of Georgia Fire and GFR attending approved training outside the Town of Georgia shall be paid an additional \$10.00 per day stipend provided the employee submits a training certificate to the Town Treasurer through the chain of command within two weeks of receiving it.

Amended by Georgia Selectboard at open meeting on January 8, 2018.

PART TWO – BENEFITS AND LEAVE

VIII. GROUP HEALTH AND DENTAL INSURANCE

- A. In General.** The Town offers group health and dental insurance programs to its employees upon hiring. If any questions arise regarding the implementation or interpretation of any insurance plan, the terms and conditions of the actual plan documents shall govern. Benefit levels for eligible part-time employees are calculated as described in section V.
- B. Continuation of Coverage.** Upon the occurrence of certain “qualifying events,” persons covered under the Town’s group health and dental insurance plans may be entitled to continue coverage, at their own cost, for a limited time period. Upon the Town learning of a qualifying event, notice will be issued to covered persons of terms and conditions for such continuation of coverage. Reasons for termination of continuation include failure to make timely payment of premiums to the Town.
- C. Cafeteria Plan.** The Town of Georgia has established a Cafeteria Plan in accordance with IRS regulations for the purpose of providing cash in lieu of certain benefits. The Cafeteria Plan Document controls all terms and conditions and may be requested from the Town.
- D. Availability of Benefits.** This Handbook does not guarantee ongoing availability of insurance benefits. The Town reserves the right to change insurance carriers, or to add, delete or amend insurance benefit programs in its sole discretion. The Town also reserves the right to change the amount or percentage of its contribution to the cost of any group insurance programs.

IX. LEAVES OF ABSENCE

- A. General Policy.** Subject to employee eligibility, the following types of leaves are provided: holiday, vacation, sick leave, parental leave, family leave, injury leave, death in the family, and leave without pay. All Department heads shall produce records of leaves and absences which shall be given to the Town Payroll Officer who is the official timekeeper.
- B. Holidays for Employees.** The following holidays shall be official holidays for employees subject to these Policies and Rules, together with any other day so proclaimed by the Selectboard:

New Year’s Day	Independence Day
Presidents Day	Labor Day
Martin Luther King Day *	Columbus Day *
Town Meeting Day	Veterans Day
Memorial Day	Thanksgiving Day
	Christmas Day

Holiday benefits are subject to the following:

1. Holidays marked * may be used as a floating holiday with authorization of department head.
2. Employees will have half a day (1/2) before Christmas and half a day (1/2) before News Years Day.
3. All municipal departments and offices shall observe any legal holiday which falls on a Saturday on the preceding Friday and any legal holiday which falls on a Sunday on the following Monday.
4. Full-time non-highway department employees shall be compensated for holidays as though the employee has worked an eight hour day. Full-time highway department employees shall be compensated for holidays as though the employee has worked a nine hour day including one hour of

overtime pay.

- 5. Any full-time employee who is required to work on a holiday, except floating holidays, shall, in addition to the holiday pay, be paid at their overtime rate of pay or provided compensatory time.
- 6. Paid holidays shall not be counted as time actually worked for overtime calculation purposes.
- 7. Eligible permanent part-time employees shall be compensated for holidays on a pro-rated basis as set forth for benefits calculations as described in section V.
- 8. Full-time employees or eligible permanent part-time employees wishing to observe religious holidays not listed by the Selectboard shall, at their option, be given time off without pay or have the time charged to their vacation.
- 9. Employees who are absent from work on the date of a holiday and are receiving either Worker's Compensation or weekly indemnity payments from a Town-funded source during the period in which the holiday falls will be ineligible to receive holiday pay from the Town.

C. Vacation. Vacation leave, based on continuous service, shall be granted on the following basis for all full time employees on the anniversary of their hire date:

Six months to one (1) year:	Two (2) weeks
After completion of ten (10) years:	Three (3) weeks
After completion of 20 (20) years:	Four (4) weeks

Vacation leave is subject to the following:

- 1. Accrual begins at the end of a successful six-month probation, and after a six-month evaluation conducted by the Selectboard. The equivalent of one-week's vacation leave will be granted at that six-month point.
- 2. Vacation leave shall be accrued monthly on the last day of the month as follows: Forty (40) hour per week employees will receive vacation pay based on an eight hour day at their regular rate of pay. Forty-five (45) hour per week employees will receive vacation pay based on a 9 hour day at regular pay rate and 1 hour at overtime rate. One week of vacation is the equivalent of one regular work week and represents the number of days and hours which the employee normally works each week.
- 3. Forty (40) hour per week employees shall accrue vacation at the following rates: Two (2) weeks at a rate of 6.67 hours per month; Three (3) weeks at rate of 10 hours per month; and four (4) weeks at rate of 13.34 hours per month. Forty-five (45) hour per week employees shall accrue vacation at the following rates: Two (2) weeks at rate of 7.5 hours per month; Three (3) weeks at rate of 11.25 hours per month; Four (4) weeks at rate of 15 hours per month.
- 4. All employees are encouraged to take their vacation leave annually. A maximum of up to one week accrued vacation time may be carried over annually. Should the leave time not be taken during the following year, it shall be forfeited. Vacations will be scheduled at the discretion of the department head and employees should provide maximum advance notice available. Upon termination an employee shall be paid only for accrued vacation to which they are entitled.
- 5. Employees may be credited for, and use up to, the total number of hours of vacation benefit available for a calendar year in advance of the total numbers of hours actually accrued to date, with the approval of the department head. An employee who has used more vacation time than accrued in a calendar year and, prior to having worked at least 8 months of that year, terminates employment for any reason other than retirement shall have their final compensation reduced by the difference

between the hours accrued and the hours used.

6. New hires will not be eligible for vacation benefits prior to completion of 6 months of service and satisfactory evaluation.
7. The employee shall be paid vacation pay only for vacations actually taken or used as part of a leave arrangement. Vacation may be paid in addition to hours worked for the same pay period at the discretion of the Selectboard, and only when requested in writing by July 1st of the year of the proposed request.
8. Eligible permanent part-time employees will receive prorated vacation leave on a pro-rated basis as set forth for benefits calculations as described in section V. For such employees, if leave time is not taken during the year it is accrued, it shall be forfeited.

D. Sick Leave. Sick leave shall be granted on the following basis and, to the extent not otherwise stated, in conformity with 21 V.S.A. §§ 481 – 486.

1. All employees (1) who work at least an average of eighteen (18) hours per week and (2) who are not in a job scheduled to last 20 weeks or fewer are entitled to sick leave. Accrual shall be one hour of sick leave for every fifty-two (52) hours actually worked, except that employees who are exempt from overtime requirements under federal law shall be assumed to work forty (40) hours per week.
2. In one annual period, sick leave may be used a maximum of five-hundred-and-forty (540) hours (sixty (60) days) for highway department employees and four-hundred-and-eighty (480) hours (sixty (60) days) for all other employees.
3. If the employee has no accumulated sick leave to offset a leave request, sick leave hours (or portion thereof) may be used prior to accrual. If an employee exhausts sick leave, he or she may use vacation time, if authorized by the department head.
4. Sick leave is generally available for the following situations:
 - a. The employee is ill or injured.
 - b. The employee obtains professional diagnostic, preventive, routine, or therapeutic health care.
 - c. The employee cares for a sick or injured parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child.
 - d. The employee is arranging for social or legal services or obtaining medical care or counseling for the employee or for the employee's parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child who is a victim of domestic violence, sexual assault, or stalking or who is relocating as the result of domestic violence, sexual assault, or stalking.
 - e. The employee cares for a parent, grandparent, spouse, child, brother, sister, parent-in-law, grandchild, or foster child because the school or business where that individual is normally located during the employee's workday is closed for public health or safety reasons
5. Sick leave shall be paid at the employee's regular rate.
6. All requests for sick leave are to be made to the department head or, if unavailable, to the Town Administrator, as soon as reasonably possible and prior to the commencement of the leave or, if prior notice is not possible, as soon as reasonable under the circumstances. Employees shall give the greatest advance notice practicable for requests for sick leave planned in advance of the absence.
7. For any sick leave in excess of five (5) days, the Town may require reasonable proof that sick leave

was used for an allowable purpose.

8. If there is reasonable belief of significant risk of harm to the employee or others, the Town may require an employee to provide a fitness-for-duty certification, a work release, or other documentation from a health care provider before an employee returns to work after an absence during which sick leave was used.
9. Upon termination of employment compensation shall be granted for unused sick leave up to two-hundred-and-forty (240) hours. The employee may also have wages withheld for sick time used but not accrued at time of separation.

E. Parental and Family Leave

1. Eligible employees shall receive leave as described in the Vermont Parental and Family Leave Act (PFLA) upon compliance with all notice and other requirements. The PFLA law will determine employee eligibility, the qualifying reasons for such leave, the length of leave, and return from leave. The Town reserves the right to designate any qualifying leave as PFLA leave. For the purposes of determining the twelve month period in which an employee may be entitled to PFLA leave, the Town will use a rolling twelve-month period measured backward from the date an employee uses such leave.
2. At the time of adoption of this personnel handbook, the Town believes that its employees do not qualify for leave under the federal Family and Medical Leave ("FMLA") law, 29 U.S.C. 2601 et seq., based on the number of employees of the Town. Should Town employees become eligible under FMLA, the Town will provide eligible employees the leave afforded.

F. Civil Duty and Jury Leave

1. All full-time employees entitled to vote in national, state, and municipal elections shall, when necessary, be allowed sufficient time off with pay to exercise this right. Approval of such leaves shall be given by the department head.
2. Employees required to serve on jury duty, or who are compelled to appear for court or agency hearings, shall be given sufficient time off to do so. Should any full-time employee be called for jury duty within any state or federal judicial court, the Town shall pay the employee's salary provided the employee does not attempt to collect compensation provided by the court. For purposes of sick leave and vacation accruals, but not for overtime accruals, employees serving in these capacities shall be counted as having worked the hours or days for which they are attending court.

G. Military Leave. The Town will comply with the requirements of the Uniformed Services Employment and Reemployment Rights Act (USERRA), 38 U.S.C. §§ 4303 et seq., and 21 V.S.A. §§ 491 et seq. Employees who take military leave subject to the provisions of these laws will be granted leave without pay. At the option of the employee, any paid leave accrued prior to the commencement of the leave may be used.

H. Leave of Absence Without Pay

1. All requests for leaves of absence without pay, other than those provided by federal or state law, shall be submitted in writing to the appropriate department head and shall set forth the dates, times, and purpose for which the leave is requested. Department heads shall have discretion to approve/disapprove such requests, except that requests for leaves in excess of five (5) days shall be forwarded to and decided by the Selectboard.

2. If leave of absence without pay is granted, the Selectboard may continue the employee's group health plan coverage by requiring the employee to pay premiums in accordance with a payment schedule established by the Selectboard. Other employee benefits (e.g. sick leave, vacation, etc.) will not accrue during the unpaid leave period.

I. Bereavement Pay. The Town will provide paid leave for up to eight (8) hours (eight (8) hours + one (1) hour of overtime for highway employees) per day of work missed for bereavement as follows:

- 1. Spouse or child: 5 days including the day of death or day following death (provided they are scheduled work days).
- 2. Parents, in-laws, sister, and brother: 3 days including the day of death or day after death (provided they are scheduled work days).
- 3. Brother and sister in law, grandparents, grandchildren, aunts and uncles: 1 day to attend funeral.

X. OTHER BENEFITS

A. VMERS Retirement. The Town participates in the Vermont Municipal Employees Retirement System (VMERS) administered by the State of Vermont. All employees who work on a regular basis for not less than 24 hours per week and for not less than 1040 hours in a year, including vacation time, are required to participate. Enrollment in VMERS is mandatory as soon as you meet the minimum hours eligibility requirements, regardless of status as a provisional employee of the Town. Contribution rates by the employee and by the Town depend on the employee's VMERS Group designation. Questions regarding your VMERS enrollment, eligibility, employee contribution or other questions should be directed to the Office of the State Treasurer, Retirement Division.

B. Meals. The Town will pay for up to three meals per day while an employee is traveling on Town business subject to the following:

- 1. Town employees must submit a purchase order or reimbursement form, as appropriate, for the meal and related costs to the Town Administrator or department head
- 2. If a cost-free meal is included as part of an attended event and the employee wishes to dine elsewhere, the cost is a responsibility of the employee.
- 3. The Town may, at department head/Town Administrator discretion, reimburse/pay for special Town events held for part-time and full time employees that last all day or are specifically held during the meal hours.

C. Training and Development. Employees are eligible for full or partial reimbursement by the Town for education and training costs that are approved in advance by the Selectboard, subject to the following:

- 1. Employees must submit requests for educational and training programming to their department head, including information such as course of study, purpose, job relevance, cost, dates, times, and name of the institution or source of training.
- 2. The extent of reimbursement may be affected by factors including but not limited to relevance to the employee's duties, expense of the educational opportunity, and the employee's standing.
- 3. Costs which may be reimbursed include but are not limited to tuition, registration fees, subscriptions, books, and computer-based resources.
- 4. Upon completion of the training and/or coursework, the employee must provide documentation to illustrate completion and performance.

5. To be eligible for reimbursement, the employee's performance in the program must be at least satisfactory. For programs in which grades are given, the employee should receive a grade of C- or better or the numerical equivalent.
6. At the Town's discretion, employees may be allowed up to five (5) paid or compensatory time days for education and training.

PART THREE – PERFORMANCE AND CONDUCT

XI. EVALUATIONS

- A. Annual Evaluations.** The Town of Georgia shall make a reasonable effort to evaluate all full-time and permanent part-time employees a minimum of once per year. Such evaluations will be in writing and signed by both the employee and the department head following a conference during which the evaluation is discussed. The signature of the employee does not indicate that he or she agrees with the evaluation but only acknowledges that the evaluation has been shown and discussed. Evaluations will be maintained as part of an employee’s personnel records.
- B. Evaluation Results.** Any annual evaluation with a rating of less than satisfactory may result in up to a ninety (90) day probationary period. Failure to improve during the probationary period may result in suspension without pay or termination.

XII. DISCIPLINE AND DISMISSAL

- A. General Policy.** Discipline and/or dismissal from employment, including immediate dismissal, may result from less than satisfactory performance or failure to conform to policies or rules of conduct. Discipline and/or dismissal are at the discretion of the employer.
- B. Oral and Written Reprimands.** Depending on the facts and circumstances regarding an employee’s performance or conduct, the Town may issue oral and/or written reprimands.
- C. Suspension Without Pay and Dismissal.** Suspension without pay or dismissal from employment may result from less than satisfactory performance or violation of policies or rules of conduct. In such cases, an employee will be provided with (1) prior written notice of the basis for a suspension or termination and (2) an opportunity for a meeting to respond. An employee may have a representative or witness attend the meeting.
- D. Appeal of Suspension or Termination.** An employee who is suspended without pay or discharged from employment without pay may appeal the suspension or termination subject to the following:
 - 1. The employee must request within five (5) business days of notice of suspension or termination a hearing before the Selectboard.
 - 2. The Selectboard shall make a reasonable effort to hold such hearing within twenty-one (21) calendar days of receipt of the employee’s written request for the hearing, and reasonable prior notice shall be provided to the employee.
 - 3. For appeals of suspension without pay, the Selectboard shall have discretion whether witnesses, evidence, and cross-examination may be presented at the hearing and shall notify the employee in advance.
 - 4. For appeals of termination, the employee and the Town may present relevant witnesses and other evidence at the hearing and may cross-examine witnesses.
 - 5. A hearing for appeal of a suspension or termination will normally be held in executive session.
 - 6. The Selectboard shall make a reasonable effort to render a written decision within fourteen (14) calendar days after the adjournment of the hearing.
 - 7. The decision of the Selectboard shall be final.

- E. **Records.** Reprimands and suspensions shall be made part of the employee's personnel record. Reprimands and suspensions may be removed from an employee's personnel record if there are no performance or conduct issues for a period of six (6) months following the discipline.

XIII. CONDUCT OF EMPLOYEES

- A. **Required Conduct.** All employees are considered representatives of the Town and as such are expected to conduct themselves accordingly. The following conduct is required of all employees, except as may be otherwise authorized by law, rule, contractual agreement, or supervisor approval:

1. Employees shall conduct themselves in a courteous, helpful, honest and respectful manner in all their interactions with the public and other employees.
2. Employees shall fulfill all of the duties and responsibilities of their position in an efficient, timely and effective manner.
3. Employees shall pursue the common good in their official activities, and shall uphold the public trust.
4. Employees shall be punctual in reporting to work and shall remain at work until the scheduled end of their workday unless otherwise authorized by a supervisor. Unexpected absences shall be reported as soon as possible.
5. Employees shall devote their full time, attention, and effort to the duties and responsibilities of their position during their scheduled work time, to the exclusion of other activities including but not limited to political activity.
6. Employees shall respect the legitimate privacy interests of their co-workers, superiors, and employer, both as to personal property and work product in the workplace.
7. Employees shall wear attire and equipment appropriate to their position.
8. Employees shall carry out their work in a manner which minimizes risk of personal injury or property damage to the employee, other employees, the Town, and the public.
9. Employees shall carry out their work in a manner which complies with applicable state and federal laws.
10. Employees shall as soon as possible report to a department head a work incident which results in personal injury or property damage. Any such incident warranting emergency services shall be immediately reported to the police or fire and rescue as appropriate. Employees shall not discuss any such incident with anyone other than Town officials, except as may be necessary for rendering of emergency services.
11. Employees shall comply with all applicable Town policies and rules, including department-specific rules and operating guidelines, whether stated herein or elsewhere, and whether in effect as of the date of adoption of this Handbook or as may be adopted in the future or amended from time-to-time

- B. **Prohibited Conduct.** Prohibited conduct for all employees includes but is not limited to the following:

1. Employees shall not use, or attempt to use, their positions to obtain special benefits, privileges or exemptions for themselves or others.
2. Employees shall not use, or attempt to use, Town personnel, property, or equipment unavailable to the general public for their private use or for any use not required for the proper discharge of their

official duties.

3. Employees shall not engage in dishonest or fraudulent behavior.
4. Employees shall not solicit or accept any form of compensation from anyone except the Town for activities which are related to their position, unless it is provided for by law or approved by the Selectboard. Prohibited compensation shall include any gift, reward, loan, gratuity or other valuable consideration, including free meals, provided to employees, their immediate family, or business associate(s), except: attendance at a hosted meal directly related to the conduct of Town business or where attendance as a Town representative is appropriate; An award in recognition of public service; Occasional, non-pecuniary gifts of insignificant value.
5. Employees shall not engage in any employment, activity, or enterprise which is inconsistent, incompatible, or in conflict with their duties as a Town employee or with the duties, functions or responsibilities of the Town.
6. Employees shall not engage in any outside employment, activity, or enterprise during their work hours.
7. A Town employee shall not attempt to influence the Town with regard to any matter, such as contracts, purchases, and hirings, in which the employee or the employee's immediate family has a financial interest in the matter which is greater than that of the general public.
8. Employees shall not disclose, directly or indirectly, information which they receive or have access to by virtue of their official duties except as necessary to carry-out their duties and as authorized by their superiors or by law.
9. Employees shall not interfere with a lawful request for public information. Providing information must be done in a manner which does not show preference to any particular entity, business or organization.
10. Employees shall not solicit any form of private contract as a result of information gained through their employment.
11. Employees shall not smoke within any enclosed indoor public buildings.
12. Employees shall not report to work or engage in work under the influence of alcohol or drugs, and employees shall not consume alcohol or drugs during their scheduled work time. The only exception to this rule is use of a drug prescribed by a duly licensed health care provider, provided such use is in the manner prescribed and the employee is cleared to work while using such prescription drug.
13. Employees shall not violate the Town's policies, including but not limited to the following: Equal Employment & Anti-Discrimination; Sexual Harassment; Social Media; and all other Town policies applicable to employees which are in effect as of the date of adoption of this Handbook and as may be adopted in the future or amended from time-to-time.

C. Equal Employment & Anti-Discrimination Policy

It is the policy of the Town to provide equal employment opportunity to all persons based on individual merit and competence and the Town's needs. The Town does not discriminate against employees or applicants for employment based on race, color, religion, sex, sexual orientation, age, national origin, marital status, disability, veteran status, ancestry, pregnancy, gender identity, place of birth, HIV status, or any other basis recognized under local, state or federal law ("Protected Bases"). This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion,

training, compensation, layoff, and termination.

Harassment of one employee by another employee or supervisor is prohibited. Harassment means unwelcome conduct that is based on any of these Protected Bases. An employee who commits harassment will be subject to discipline up to and including immediate dismissal. Examples of harassment may include, but are not limited to: offensive jokes, gestures, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, and offensive objects, pictures, or written materials.

Retaliation against an employee who complains about having been subjected to harassment, or who cooperates in an investigation of such alleged harassment, is a violation of this policy.

Any employee who believes he/she has been subjected to harassment, or to retaliation for having brought or cooperated with a complaint or investigation of harassment, should report it promptly to a supervisor. If reporting to a supervisor is not possible, then a report should be made to the Chairperson of the Selectboard or another member of the Selectboard if necessary. Department supervisors and the Selectboard may be contacted through the Town Office located at 47 Town Common Rd. No., St. Albans, VT 05478, by telephone at (802) 524-3524, or by email at georgiatown@Comcast.net.

You may also contact:

- Vermont Human Rights Commission, 14-16 Baldwin Street, Montpelier, VT 05633-6301, telephone (800) 416-2010 (voice), (877) 294-9200 (TTY).
- U.S. Equal Employment Opportunity Commission, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203, telephone (800) 669-4000 (voice), (800) 669-6820 (TTY).

If the Town receives a complaint of harassment or discrimination, or has reason to believe that harassment or discrimination has occurred, it will investigate the matter. Investigations will be conducted in a confidential and discrete manner to the extent possible, and complaints will be disclosed only to those persons necessary to thoroughly investigate and address the matter. If a violation of this policy is found to have occurred, corrective action will be taken and the offending employee shall be subject to discipline including but not limited to dismissal from employment.

D. Sexual Harassment Policy

It is the policy of the Town to promote a workplace that is free of sexual harassment. Sexual harassment in the workplace is unlawful under state and federal law and will not be tolerated by any employee, whether male or female. A copy of this policy will be provided to all employees and elected or appointed officials. Additional copies are available in the Town Office.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal, written, physical, and nonphysical conduct of a sexual nature when:

- Submission to such conduct is explicitly or implicitly made a term or condition of employment;
- Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting that individual, including, but not limited to placement, promotion, training, or compensation; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance, or creates an intimidating, offensive, or hostile working environment.

Sexual harassment may be indirect or even unintentional, and may include off-duty conduct that affects

an employee's working environment. Examples of sexual harassment may include, but are not limited to, coercion of sexual relations, touching or grabbing an employee's body parts, and sexually offensive comments, name-calling, jokes, gestures, innuendos and other unwelcome sexually oriented statements. Employees of the Town are prohibited from bringing into the workplace or otherwise displaying any written materials or images that may be considered sexually suggestive or offensive in nature. Sexual harassment can also include offensive remarks about a person's sex, such as a man making offensive comments about women in general.

Retaliation against an employee who complains in good faith about having been subjected to sexual harassment, or who cooperates in an investigation of sexual harassment, is a violation of this policy. Retaliation is a recognized form of harassment and will be handled in the same manner as other forms of harassment under this policy.

If you believe you have been subjected to sexual harassment, or retaliation for having brought or supported a complaint of sexual harassment, you are encouraged but not required to directly inform the offending person or persons that such conduct is offensive and must stop. If you do not wish to communicate directly with the alleged harasser or harassers, or if such direct communications have been ineffective, then you should immediately report the matter to your supervisor or, if that contact is not possible, then to the Chairperson of the Selectboard (who has been designated to receive such complaints or reports), or another member of the Selectboard if necessary. Department supervisors and the Chairperson of the Selectboard may be contacted through the Town Office located at 47 Town Common Road, St. Albans, VT or by telephone at (802) 524-3524. If possible, it is helpful to an investigation if the employee keeps a diary of events and names of people who witnessed or were told of the harassment. Upon advance request, reasonable accommodations will be made for persons with disabilities who need assistance with filing or pursuing a complaint under this policy.

Complaints regarding sexual harassment or retaliation may also be filed with the following state and federal agencies:

- Vermont Attorney General's Office, Civil Rights Unit, 109 State Street, Montpelier, VT 05609-1001, telephone: (802) 828-3657 (voice), (802) 828-3665 (TTY).
- U.S. Equal Employment Opportunity Commission, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203, telephone (800) 669-4000 (voice), (800) 669-6820 (TTY).

These agencies may conduct impartial investigations, facilitate conciliation, and, if they find that there is probable cause or reasonable grounds to believe sexual harassment occurred, they may take a case to court.

If the Town receives a complaint of sexual harassment, or has reason to believe that sexual harassment has occurred, it will take all necessary steps to ensure that the matter is promptly investigated and addressed. Investigations will be conducted in a confidential and discrete manner to the extent possible, and complaints will be disclosed only to those persons necessary to thoroughly investigate and address the matter. The Town is required by law to take action if it learns of potential sexual harassment, even if the person subjected to the harassment does not wish to file a complaint. Supervisors and supervisors are responsible for promptly responding to any complaint or suspected incidents of sexual harassment. Supervisors should report any complaints or suspected incidents of sexual harassment to the Chairperson of the Selectboard.

If a violation of this policy is found to have occurred, corrective action will be taken and the offending

employee shall be subject to discipline including but not limited to dismissal from employment. If the complainant is dissatisfied with the actions taken by the Town, he or she may file a complaint with the state or federal agencies identified above.

E. Computer Use and Electronic Communications Policy

The following are summary guidelines only; employees should contact the Selectboard for more detailed information regarding particular questions, situations, or concerns.

The Town provides a variety of electronic communications systems for use in carrying out its business. All communication and information transmitted by, received from or stored in these systems are the property of Town and, as such, are intended to be used for job-related purposes only. Data and information on the system will not be deemed personal or private.

Personal use, other than brief and occasional use, of electronic communications systems, software, computers and other electronic devices owned, leased or maintained by the Town is strictly prohibited. Employees with Internet access are expressly prohibited from accessing, viewing, downloading, or printing pornographic or other sexually explicit materials.

The Town may access and disclose all data or messages stored on its systems or sent over its electronic mail system. The Town reserves the right to monitor communication and data at any time, with or without notice.

Employees are not authorized to retrieve or read any e-mail messages that are not sent to them and cannot use a password, access a file, or retrieve any stored information unless authorized to do so.

Passwords: Assigned individual passwords to Town computer data, accounts or systems should not be given to other employees, unless so directed by a supervisor, or to any persons outside the Town's employment. The Town reserves the right to override any employee-selected passwords and/or codes. Employees are required to provide the Town with any such codes or passwords if requested by a supervisor. An employee concerned about a supervisor's directive to share a password or login code may bring such concerns to the Selectboard. Passwords should not be stored in computer data files, on the network, or be displayed openly at any workstation.

Emails: No electronic messages may be sent from or to the Town's e-mail system which violate any provision of this Personnel Handbook, including but not limited to The Town's Rules of Conduct Policy, Sexual Harassment Policy, and Equal Employment & Anti-Discrimination Policy. In addition, the e-mail system may not be used to send (upload) or receive (download) copyrighted materials, trade secrets, proprietary financial information, or similar materials without prior authorization. Employees will use the e-mail system or address/account provided by the Town for e-mail communications concerning Town matters, and personal use of Town e-mail systems, addresses, or accounts should be avoided.

Public Records: All files, documents, data and other electronic messages created, received or stored in the course of official Town business may be subject to the provisions of Vermont's Public Records Act and may be covered by the record retention requirements of the State of Vermont's General Records Schedules or Disposition Orders. Accordingly, employees shall not discard or delete any files, documents, data and other electronic messages created, received or stored in the course of official Town business except as in accordance with law. Questions regarding the requirements of the Vermont Public Records Law, General Records Schedules, or Disposition Orders as they apply to particular files, documents or data should be directed to the employee's supervisor or the Selectboard.

Personal Computer Security: Only legally licensed software will be installed on Town computers.

Software (including applications, demos, upgrades) cannot be copied or installed without permission of the Selectboard or its designee. Virus protection software shall not be removed or disabled. Each employee must follow Town guidelines for scanning all incoming communications and media, including but not limited to all data disks and files entering or leaving the Town should be scanned for viruses. Employees should log off of the network when they will be away from their desk for an extended period.

If you do not understand any part of the policy, it is your responsibility to obtain clarification from your supervisor or the Selectboard. If a violation of this policy is found to have occurred, the offending employee may be disciplined including but not limited to dismissal from employment.

ADOPTED this 22 day of May, 2017.

SIGNATURES of SELECTBOARD: _____ (Chairperson)

RECEIPT AND ACKNOWLEDGEMENT OF PERSONNEL POLICIES AND RULES

Please read the following statements and sign below to indicate your receipt and acknowledgement of the Town of Georgia Personnel Policies and Rules Handbook:

- I have received a copy of the Town Of Georgia Personnel Policies And Rules Handbook.
- I understand that it is my obligation to read these Policies and Rules. I understand that the policies, procedures and benefits described in it are subject to change at the sole discretion of the Town at any time.
- I understand that, unless otherwise provided by statute or contract, my employment with the Town is terminable at-will, meaning at any time and for any reason or no reason, regardless of the length of my employment or the granting of benefits of any kind.
- I am aware that the descriptions of benefits in these Policies and Rules are not contractual in nature and do not guarantee any continuance of benefits.
- I acknowledge that during the course of my employment with the Town, confidential information may be made available to me. I understand that any such confidential information must not be used outside of the Town premises or disseminated to persons who are not Town employees, except as authorized and necessary for Town business or as required by law.
- I understand that my signature below indicates that I have read and understand the statements above and that it is my responsibility to familiarize myself with the provisions of these Policies and Rules and to adhere to the policies contained herein, including but not limited to those policies concerning equal employment opportunities, discrimination and sexual or other harassment.
- I acknowledge that the Town may adopt additional policies or amend existing policies which govern or otherwise affect my employment with the Town, and that, upon receipt, I will provide the Town written acknowledgment of my receipt of any such additional or amended policies.
- I understand that this Receipt and Acknowledgment will be placed in my personnel record.

Employee's Name (please print)

Employee's Signature

Dated: _____

A

1 TOWN OF GEORGIA CONFLICT OF INTEREST & ETHICS POLICY

2 Revised ~~March 12, 2018~~

3 CONFLICT OF INTEREST & ETHICS POLICY

4 Accepting a position as a public official, employee or volunteer carries with it the acceptance of
5 a public trust that the official, employee or volunteer will work to further the public interest.
6 Maintaining the public trust is critical to the continued operation of good government. In addition,
7 public decision- making should be open and accessible to the public at large. To preserve this
8 public trust, there are five principles to which public officials, employees or volunteers should
9 adhere:

- 10 • A public official, employee or volunteer should represent and work toward the public
11 interest and not toward private/personal interests.
- 12 • A public official, employee or volunteer should accept and maintain the public trust (i.e.,
13 must preserve and enhance the public's confidence).
- 14 • A public official, employee or volunteer should exercise leadership, particularly in the
15 form of consistently demonstrating behavior that reflects the public trust.
- 16 • A public official, employee or volunteer should recognize the proper role of all
17 government bodies and the relationships between the various government bodies.
- 18 • A public official, employee or volunteer should always demonstrate respect for others
19 and for other positions.

20 A. DEFINITIONS

21 The following words shall have the following meanings:

- 22 1. "Business Associate" is a partner or other person with whom an individual has
23 ongoing or recurring business transactions.
- 24 2. "Conflict of Interest" is a situation where a public official, employee or volunteer is
25 directed by two or more competing interests, one of which is the public interest
26 and the other is a private/personal interest.
- 27 3. "Ethics" are a set of rules that guide behavior.
- 28 4. "Financial Interest" is defined as any of the following:
 - 29 A self-proprietor, partner, business associate, shareholder (holding at least five
30 percent of the outstanding shares of any class of shares), director, or managerial
31 employee of an organization who has a matter for review before a public body.
 - 32 A self-proprietor, partner, business associate, shareholder (holding at least five
33 percent of the outstanding shares of any class of shares), director, or managerial
34 employee of a competitor to a business that has a matter for review before a
35 public body.
 - 36 An applicant or property owner who has a matter for review before a public body.

37 An adjoining landowner to a property owner that has a matter for review before
38 the Planning Commission or ~~Zoning Board of Adjustment~~ Development Review
39 Board (DRB).

Commented [KG1]: Changed to reflect current title of the board.

40 5. "Immediate Family" is spouses, civil union partners, children, stepchildren,
41 parents, step- parents, brothers, sisters, grandparents, aunts, uncles, nephews,
42 nieces, sons-in-law, daughters-in-law, fathers-in-law, mothers-in-law, brothers
43 and sisters-in-law, and any dependents or other persons living in the employee's
44 household.

Commented [KG2]: Added for continued inclusion

45 6. "Material" is of real importance or great consequence, substantial, requiring
46 serious consideration by reason of having a bearing on the outcome of an
47 unsettled matter.

48 7. "Official Act or Action" is any legislative, administrative, appointive, or
49 discretionary act of any public official, employee or volunteer of the Town (in
50 his/her official capacity), or of any agency, board, committee or commission
51 thereof.

52 8. "Private/Personal Interest" is something that is of direct or indirect material or
53 financial benefit accruing to an individual or a member of the individual's
54 immediate family.

55 9. "Public Interest" is the interest of the community as a whole conferred generally
56 upon all members of the public.

57 10. "Recusal" is stepping aside from public office or duty during discussion and vote
58 when a conflict of interest exists.

59 B. CONFLICT OF INTEREST

60 A public official, employee or volunteer is deemed to have a conflict of interest if he/she
61 acts contrary to any of the following rules:

62 1. Acceptance of Gifts and Favors. A public official, employee or volunteer shall not
63 accept anything of economic value, such as money, service, gift, loan, promise,
64 gratuity, or favor from any person, business or organization involved in a contract
65 or transaction with the Town, such that the item accepted could be considered as
66 payment for a special act or treatment. This provision shall not apply to:

67 a) Attendance at a hosted meal when it is provided in conjunction with a
68 meeting directly related to the conduct of Town business, or where official
69 attendance by the public official, employee or volunteer as a Town
70 representative is appropriate;

71 b) An award publicly presented in recognition of public service;

72 c) Occasional, non-pecuniary gifts of insignificant value.

73 2. Appointment of Immediate Family Member or Business Associate. A public
74 official or employee shall not participate in the appointment, vote for appointment,
75 or discussion of any appointment of an immediate family member or business
76 associate, to any Town office or position. A public official or employee shall not

- 77 use his/her position, directly or indirectly, to affect the employment status of an
78 immediate family member or business associate.
- 79 3. Supervision of Immediate Family Members. A public official, employee or
80 volunteer shall not supervise, hire, appoint, evaluate, or discipline the work or
81 employment status of an immediate family member or the affairs of the
82 organizational unit in which the immediate family member is employed.
- 83 4. Prior Knowledge of Property Purchases. A public official, employee or volunteer
84 shall not receive or have any financial interest in any sale to the Town of any
85 property when such financial interest was received with prior knowledge that the
86 Town intended to purchase said property.
- 87 5. Contractual Arrangements. A public official, employee or volunteer shall not
88 influence the Town's selection of, or its conduct of business with, a person,
89 organization or business having business with the Town if the public official,
90 employee, or a member of the official, or employee's immediate family, has a
91 financial interest in or with the person, organization or business. The public
92 official, employee or volunteer shall not participate in the discussion, negotiation,
93 or vote on contracts in which the official, employee or volunteer firefighter, or a
94 member of the official, employee's or volunteer firefighter's immediate family, has
95 a private financial interest and performs in regard to such a contract some
96 function requiring the exercise of discretion on behalf of the Town.
- 97 6. Financial Interest. A public official, employee or volunteer shall not participate in
98 any public business before a public body which affects his/her financial interest.
99 Public business shall mean participating in the award of a contract, seeking or
100 opposing a permit from a public body on which the official, employee or volunteer
101 sits as the authority to grant or deny such permit, soliciting employment from the
102 Town, or otherwise requesting some status, right, or benefit from the Town that
103 has financial value. This shall not include supporting or opposing the passage of
104 a legislative measure unless such measure relates substantially to the public
105 official or employee's private/personal interest rather than to the public interest.
- 106 7. Representation of Private Party. A public official, employee or volunteer shall not
107 represent a private party in any matter before any Town public body. Nothing in
108 this section shall prohibit a public official, employee or volunteer from
109 representing his/her own interests before any Town public body. In such cases,
110 the public official, employee or volunteer shall act only in his/her individual
111 capacity and not also in any official capacity on behalf of the Town.
- 112 8. Use of Confidential Information. A public official, employee or volunteer shall not,
113 without authorization, disclose or use confidential information acquired in the
114 course of official duties. A public official, employee or volunteer shall not use any
115 confidential information acquired in the course of official duties to further his/her
116 personal interest.
- 117 9. Unusual Relationships. Whenever a public official, employee or volunteer has
118 special or unusual (beyond being casual or reasonably common) relationship
119 with a party to an official action of the public body on which the official, employee
120 or volunteer sits, the official, employee or volunteer shall disclose the relationship

121 and the body may advise as to whether the official, employee or volunteer should
122 recuse him/herself in accordance with this policy.

123 If a conflict of interest, as defined above, is determined to exist, the public official,
124 employee or volunteer shall disclose the conflict, and recuse him or herself prior to any
125 consideration and/or vote on the action being contemplated.

126 C. EX-PARTE COMMUNICATIONS: BOARDS, COMMISSIONS, AND COMMITTEES

127 In any quasi-judicial matter (e.g., matter involving the issuance of a permit or approval),
128 or the award of a contract, before a Town Board, Commission or Committee, a public
129 official, employee or volunteer sitting on such Board, Commission or Committee, shall
130 not, outside of that Board, Commission or Committee, communicate with or accept a
131 communication from a person for which there are reasonable grounds for believing to be
132 a party to the matter being considered, if such communication is designed to influence
133 the official, or employee's action on that matter. If such communication should occur, the
134 public official, employee or volunteer shall disclose it at an open meeting of the Board,
135 Commission or Committee prior to its consideration of the matter.

136 D. INAPPROPRIATE USE OF PUBLIC POSITION

137 A public official, employee or volunteer shall not use his/her public position to further a
138 personal interest or the interest of an immediate family member.

139 A public official, employee or volunteer shall not use the powers or prestige obtained
140 through election, appointment or employment, to influence the decision of a subordinate
141 on a matter where the official, employee or volunteer has significant private/personal
142 pecuniary interest.

143 Public officials, employees or volunteer are empowered to discharge specific statutory
144 duties in the public interest and should not interfere with the statutory duties of others. A
145 public official, employee or volunteer shall not attempt to influence Town staff's
146 recommendations regarding matters in which the public official, employee or volunteer
147 has a personal/private or financial interest.

148 A public official, employee or volunteer shall not use Town staff or resources to advance
149 a personal/private or financial interest.

150 E. DUAL EMPLOYMENT & INCOMPATIBILITY OF OFFICES

151 No Town employee or elected official will be hired, appointed, or elected to
152 simultaneously fill more than one Town-employed position (full-time or part-time).

153 Incompatible offices set forth in 17 V.S.A., Section 2647, shall not be held
154 simultaneously by any Town public official, or employee, with the exception of a member
155 of the ~~Fire Department and First Response~~ Georgia Fire & Rescue.

156 A ~~Town Selectman~~ member of the Selectboard shall not serve as a member of the Town
157 Planning Commission or ~~Zoning Board of Adjustment~~ Development Review Board (DRB).

158 A member of the Town Planning Commission shall not serve as a member of the ~~Town~~
159 Zoning Board of Adjustment Development Review Board (DRB).

Commented [KG3]: Title changed to be inclusive of additions below.

Commented [KG4]: This addition is a reflection of the group's feelings. We believe that no person should hold more than one position, elected, appointed, hired, etc. simultaneously.

Commented [KG5]: Changed to reflect the current title of the department.

Commented [KG6]: Changed to reflect gender neutrality.

Commented [KG7]: Changed to reflect the current title of the board.

160 A member of the ~~Town Zoning Board of Adjustment~~ Development Review Board (DRB)
161 shall not serve as a member of the Town Planning Commission.

162 A ~~Town Selectman~~ member of the Selectboard, Planning Commissioner, or member of
163 the ~~Zoning Board of Adjustment~~ Development Review Board (DRB) shall not be an
164 employee of the Town of Georgia.

165 No person shall be elected, appointed, or volunteer as the chair or vice chair of more
166 than one Selectboard, board, committee, commission, or other town organization.

Commented [KG8]: This section was added to continue limitation of folks holding more than one position.

167 Qualification or Disqualification of Election Officials shall reflect that as set forth in 17
168 V.S.A., Section 2456.

Commented [KG9]: This section of statute was added for clarity over who may or may not be qualified to serve as an Election Official

169 F. FAIR AND EQUAL TREATMENT

170 1. No public official, employee or volunteer shall grant or make available to any
171 person any consideration, treatment, advantage or favor beyond that which it is
172 the general practice to grant or make available to the public at large.

173 2. No public official, employee or volunteer shall request, use, or permit to be used,
174 any publicly- owned or publicly-supported property, vehicle, equipment, labor, or
175 service for the personal convenience or the private advantage of him/herself or
176 any other person. This rule shall not be deemed to prohibit a public official,
177 employee or volunteer from requesting, using or permitting the use of such
178 publicly-owned property, vehicle, equipment, or material which is provided as a
179 matter of stated policy for the use of Town public officials, employee or volunteer
180 in the conduct of official Town business.

181 3. No public official, employee or volunteer shall discriminate on the basis of ~~race,~~
182 ~~color, religion, national origin, or sex.~~ race, color, religion, sex, sexual orientation,
183 age, national origin, citizenship, ancestry, place of birth, disability, military or
184 veteran status, gender identity, health coverage status, HIV status, genetic
185 information, crime victim status, pregnancy or pregnancy-related condition or any
186 other category protected under local, state or federal law.

Commented [KG10]: This list has been expanded for greater inclusivity.

187 G. DISCLOSURE AND RECUSAL PROCEDURES

188 Whenever a matter comes before a Board, Commission or Committee, on which any of
189 the conflict of interest situations described above shall exist, the following provisions
190 shall apply:

- 191 1. The public official, employee or volunteer involved shall disclose to the relevant
192 Board, Commission or Committee, in an open public meeting, the nature of the
193 conflict of interest, and prior to any consideration of the matter by said Board,
194 Commission or Committee.
- 195 2. Following such disclosure, such public official, employee or volunteer shall leave
196 the room and shall not participate in any consideration, discussion or vote on the
197 matter before the Board, Commission or Committee. If the official, employee or
198 volunteer wishes to address the issue at an open public meeting, the official,
199 employee or volunteer may re-enter the room as a member of the public and
200 participate as a member of the public. During deliberation and vote on the matter,
201 the official, employee or volunteer shall not be present. The official, employee or
202 volunteer may attend executive session to discuss the matter at the invitation of

203 the Board, Commission or Committee, if such attendance complies with the
204 statutory requirements of the Open Meeting Law.

205 3. The public official, employee or volunteer shall not, during any part of the Board,
206 Commission, or Committee meeting pertaining to the matter requiring the
207 disclosure, represent, advocate on behalf of, or otherwise act as the agent of the
208 person or business entity in or with which the official has such an interest or
209 relationship.

210 The foregoing shall not be construed as prohibiting the official, employee or volunteer
211 from testifying as to factual matters at a hearing of the Selectboard, Planning
212 Commission, ~~Zoning Board of Adjustment~~ Development Review Board (DRB), or any
213 other committee.

214 H. COMPLAINT OF ETHICS VIOLATION

215 1. A person, who believes that an appointed public official, employee or volunteer of
216 the Town of Georgia has violated any portion of this policy, may send or deliver a
217 signed, written complaint to the Selectboard. The complaint shall include the
218 name of the person alleged to have committed the violation and the specifics of
219 the act(s) which constitute the violation. The Selectboard shall forward the
220 complaint to the appropriate public official(s) for resolution.

221 2. Any complaint against an elected official shall be directed to the elected official. A
222 person may ask an elected body to reconsider a matter that they believe involved
223 an unethical act by an elected official.

224 I. RE-AFFIRMATION OF ETHICS POLICY

225 Selectboard: Annually at their re-organizational meeting, Selectboard shall, in a public
226 meeting, re- affirm this Ethics Policy of the Town of Georgia. Each new Selectboard
227 member shall sign a form acknowledging that they have received and understand the
228 Ethics Policy.

229 Boards, Commissions and Committees: Upon appointment and annually at their re-
230 organizational meetings, all boards, commissions, and committees appointed by the
231 Selectboard shall, in a public meeting, re-affirm this Ethics Policy of the Town of
232 Georgia. Each new board, commission or committee member shall sign a form
233 acknowledging that they have received and understand the Ethics Policy.

234 Department Heads and ~~Full-Time~~ Employees: Upon hiring, Department Heads shall be
235 required to distribute and review with their ~~full time~~ employees a copy of this Ethics
236 Policy and the Personnel Policies and Rules of the Town of Georgia. Each ~~full time~~
237 employee will be required to sign a form acknowledging that he/she has received and
238 understands this Ethics Policy and the Personnel Policies and Rules.

Commented [KG11]: The removal of "Full-Time" is meant to be more inclusive of employees who are not full-time.

239 Elected Position: Each person seeking an elected position in the Town of Georgia shall
240 be given a copy of this Ethics Policy of the Town of Georgia along with a petition.

241 Appointed Position: Each person seeking an appointed position in the Town of Georgia
242 shall be given a copy of this Ethics Policy, of the Town of Georgia, upon submittal of a
243 letter requesting appointment.

Commented [KG12]: Should "Volunteers" be added to this?

244 J. DETERMINATION OF CONFLICT BY OTHER THAN THE TOWN OFFICER.

245 If a question of a member's disqualification hereof is brought to the attention of any
246 board, commission or committee by any party or person or by another board,
247 commission or committee member, and the member does not disqualify himself/herself,
248 the board, commission or committee shall consider the factual basis for the question and
249 shall decide the matter by majority vote, the challenged member abstaining.

250 K. ENFORCEMENT AGAINST ELECTED OFFICERS; CONSEQUENCES FOR FAILURE
251 TO FOLLOW THE CONFLICT OF INTEREST POLICY AND PROCEDURES.

252 In cases in which an elected public officer has engaged in any of the prohibited conduct
253 listed in this policy, or has not followed the conflict of interest procedures as specified,
254 the Town of Georgia may, in its discretion, take any of the following disciplinary actions
255 against such elected officer as it deems appropriate:

- 256 1. The Chair of the Town of Georgia Selectboard may meet informally with the
257 public officer to discuss the possible conflict of interest violation. This shall not
258 take place in situations where the chair and public officer together constitute a
259 quorum of a public body.
- 260 2. The Town of Georgia Selectboard may meet to discuss the conduct of the public
261 officer. Executive session may be used for such discussion in accordance with 1
262 V.S.A. Section 313(a)(4). The public officer may request that this meeting occur
263 in public. If appropriate, the Town of Georgia Selectboard may admonish the
264 offending public officer in private.
- 265 3. The Town of Georgia Selectboard may admonish the offending public officer at
266 an open public meeting and reflect this action in the minutes of the meeting. The
267 public officer shall be given the opportunity to respond to the admonishment.
- 268 4. Upon majority vote in an open meeting, the Town of Georgia Selectboard may
269 request (but not order) that the offending public officer resign from his/her office.

270 L. ENFORCEMENT AGAINST APPOINTED OFFICERS.

271 The Town of Georgia Selectboard may choose to follow any steps articulated in Section
272 K. In addition to or in lieu of any of those steps, the Town of Georgia Selectboard may
273 choose to remove an appointed officer from office, subject to state law.

274 M. EXCEPTION.

275 The recusal provision of section G shall not apply if the Town of Georgia Selectboard
276 determines that an emergency exists or that actions of a quasi-judicial public body
277 otherwise could not take place. In such case, a public officer who has reason to believe
278 he/she has a conflict of interest shall only be required to disclose such conflict as
279 provided in section G.

280

281

282

283 N. EFFECTIVE DATE.

284 This policy as amended shall become effective immediately upon its adoption by the
285 Town of Georgia Selectboard.

286 Signatures:
287 _____

288 Date of Revision:
289

Commented [KG13]: Add a line for each member of the board, and "term end" with a date to be completed line next to each signature line

TOWN OF GEORGIA, VERMONT

Purchasing Policy

ARTICLE I GENERAL INFORMATION

I.1 The Selectboard of the Town of Georgia hereby adopts the following policy as the rules by which purchases by all Town Departments and Town officers shall be made. This policy shall promote and effect open and intelligent purchasing of supplies, equipment and services, which will result in the maximum value received for each tax dollar spent.

I.2 Specific reference is made to Section XII (Conduct of Employees) of the Town’s Personnel Policies and Rules, which are hereby incorporated herein as part of this policy.

I.3 This policy shall supersede and replace any and all previously adopted policies pertaining to municipal purchases that may have been in effect prior to the effective date of this policy as noted below.

I.4 In the event that any portion of this policy is found to be in violation of federal or state law or inconsistent with any provision applicable thereto, the remainder of this policy shall remain in full force and effect.

I.5 The Town shall not discriminate in its selection of vendors on the basis of race, gender, political affiliation, family relations, friendship or business affiliation. In the event an employee makes a purchase from any vendor whom a personal, business or family relationship exists, three written price quotes shall be required as evidence that the best possible deal for the Town was obtained. Employees shall not make any purchase from a vendor in which that employee has an ownership interest, except when specifically authorized by the Selectboard. Employees must publicly disclose all potential purchase conflicts prior to any purchasing decisions being made.

I.6 The Town shall seek to obtain the best quality products and services at the lowest possible price in the most convenient manner under all circumstances. However, local vendors should be supported to the greatest extent possible without sacrificing quality or price.

ARTICLE II PURCHASE ORDER PROCEDURES

II.1 Department Heads shall submit a Requisition to the Town Administrator prior to the purchase of any item(s) not detailed in the budget or services in which the total amount to be paid to a vendor is one hundred dollars (\$100.00) or more, which shall then be forwarded to the Treasurer for “pre-audit” due diligent review and Town Administrator for approval before a Purchase Order will be issued by the Treasurer. Purchases of a repetitive or on-going nature may be encompassed in a single document issued and noted accordingly at the time the first purchase is made. Final approval of purchase to be made by Selectboard.

II.2 Department Heads shall submit a Requisition to the Selectboard prior to the purchase of any item, items or services in which the total amount to be paid to a vendor is one thousand dollars (\$1,000) or more. Upon approval of the Selectboard, compliance with the provisions of Section II.1 shall still be required.

ARTICLE III BID REQUIREMENTS

III.1 Department Heads shall obtain at least three price quotes, when possible, (written, oral, phone or catalog methods are acceptable provided they are documented and submitted to the Town Treasurer with the Requisition) for any expenditure which is at least one thousand dollars (\$1,000) but less than ten thousand dollars (\$10,000.00.)

III.2 Department Heads shall solicit sealed bids for any expenditure of five thousand dollars (\$5,000.00) or more. (Faxed bids are not considered sealed bids.) Bid specifications must be approved by the Town Administrator prior to being advertised. Solicitations shall be sought by mailed invitation and newspaper advertisement. All bids shall include the following statement: "The Town of Georgia has the right to reject any or all bids if doing so is in the best interest of the Town." Bid openings shall be open to the public at a prescribed time and place.

ARTICLE IV CONTRACTS FOR LABOR SERVICES/PROFESSIONAL SERVICES

IV.1 The procurement of labor services/professional services with a value of one thousand dollars (\$1,000.00) or more per project shall require a written agreement between the Town, and the service provider. Department Heads shall be authorized to informally solicit professional services. Any Agreement requires approval from the Selectboard. Copies of agreements shall be furnished to the Town Administrator and the Treasurer in lieu of a Requisition.

IV.2 It shall be the responsibility of the Department Head to ensure that the Treasurer has been provided with a duly executed W-9 Form and VLCT Authorization Form, upon the procurement of services with a value of six hundred dollars (\$600.00) or more per calendar year.

IV.3 All projects/professional service which require an expenditure of one thousand dollars (\$1,000.00) or more shall require such bonds and/or cash sureties (such as retainage) as may be determined by the Selectboard and allowed by law.

IV.4 As a condition of performing contracted services to the Town, all contractors, subcontractors and persons other than Town employees who perform services for the Town shall be required to indemnify and hold harmless the Town of Georgia for damages, claims and liabilities which may arise as a result of the work to be performed.

IV.5 Except for written manufacturer's exclusions allowed by law, all contracted services for construction or installation of equipment, parts and materials shall be warranted to the Town for at least one year from date of final completion of work, to include replacement and/or repairs at no cost to the Town.

IV.6 The Town shall require all contractors, subcontractors and persons other than Town Officials who perform labor services for the Town with a calendar year value of five hundred dollars (\$500.00) or more to maintain insurance coverage and list the Town as an additional insured in accordance with the following minimum amounts. Prior to the start of any work, the Town must be furnished with an insurance certificate as proof that coverage is in place. Certificates shall be placed on file with the Treasurer. NOTE: Nothing in this Section shall be deemed to prohibit the Town Administrator/Selectboard from requiring coverage amounts at a higher level, or imposing additional types of coverage up to the value of the entire project as may be in the best interest of the Town.

- (a) general liability \$500,000.00
- (b) property damage \$500,000.00
- (c) personal injury \$500,000.00
- (d) automotive liability \$300,000.00
- (e) worker's compensation (statutory requirements)

ARTICLE V LEASE PURCHASES

V.1 The purchase or lease of any equipment, vehicles or materials which require periodic payments over a course of one year or more shall be subject to all applicable provisions of this policy in accordance with the dollar values set forth herein.

V.2 All lease purchase agreements shall contain a non-appropriation clause whereby the Town shall not be obligated under the terms of the lease if the necessary funds are not appropriated at a future Town Meeting.

ARTICLE VI LEGAL SERVICES

VI.1 The Selectboard is the only agent of the Town with the authority to select legal representation, solicit legal opinions, contract for legal services, initiate judicial or quasi-judicial proceedings, defend against a legal action or otherwise obligate resources for legal purposes on behalf of the Town, except as otherwise prescribed by law.

VI.2 The Selectboard shall have the ultimate authority for deciding whether any other Town official, elected or appointed, shall be allowed to seek a legal opinion at the expense of the Town. The Selectboard/Town Administrator may also decide, within their sole discretion, as to whether an agent of the Town shall be allowed to engage the Town Attorney or some other attorney at Town expense. These decisions shall be based upon a majority vote related to the payment of legal service invoices.

VI.3 Notwithstanding the other provisions of this Article, it shall be permitted for the Town Administrator or a duly authorized individual to contact the Town Attorney in the judicious exercise of the responsibilities of the position for which they have been appointed, provided: (a) the nature of contact is for advisory purposes related to work duties only; (b) the reasons for contact are not a subterfuge for any Town official to circumvent the provisions of this policy; (c) the Town Administrator shall be notified of the nature for requesting legal services, the Town Administrator shall be informed of the correspondence as soon thereafter as possible; and (d) all correspondence to and from the Town Attorney shall be in writing whenever possible with courtesy copies forwarded to the Selectboard.

VI.4 Written and oral communications between the Selectboard or authorized Town Officials and Town Counsel shall be considered confidential.

ARTICLE VII EXEMPTIONS & WAIVER

VI.1 In the event of a genuine emergency, a Department Head may procure items and services without adhering to the procedures described herein, provided that he/she submits a written explanation to the Selectboard within one business day of the transaction detailing the nature of the emergency, the services

procured and the cost. An emergency situation shall be defined as one which threatens the lives or health of the people, the property of the municipality or its citizens, or the delivery of necessary services to the citizens of Georgia.

VII.2 It is understood that pre-approved purchase orders and multiple price quote requirements will usually not be feasible when it comes to repairs to Town-owned vehicles and specialized equipment. Under these circumstances preference shall be given to dealers approved by a manufacturer or vendors with a satisfactory history of fair pricing and superior work quality.

VII.3 The Selectboard may vote to waive any and all purchasing requirements set forth here in as it may deem to be in the best interest of the Town. Examples of situations whereby the Selectboard encourages Department Heads and/or the Town Administrator to seek waivers are: use of Vermont State Purchasing Department procurements, "piggy-backs" on to bid awards issued by other government agencies and instances where significant discounts may be obtained by prompt action.

VII.4 Department Heads shall not be required to annually solicit sealed bids for the procurement of materials that are regularly purchased in bulk quantities such as sand, salt, chemicals, fuel, bituminous concrete, hoses and fittings, etc., provided that biannual unit based shopping is documented. However, the Town Administrator may periodically require Department Heads to solicit sealed bids for these items as he/she deems to be in the best interests of the Town.

ARTICLE VIII DEBIT/CREDIT CARD USE

VIII.1 The Town shall retain debit account.

VIII.2 No other individual, including Department heads, has the authority to open a credit card/debit card account in the Town's name. Any and all other accounts open at the adoption of this policy shall be immediately turned over to the Treasurer.

VIII.3 The Town debit card may be used for official Town purposes only. No personal use or purchases of a personal nature shall be allowed, regardless of payback intentions except during a life-threatening emergency.

VIII.4 The use of personal credit cards, cash or personal checks to make purchases for the Town is discouraged unless an emergency exists. If reimbursement is necessary a receipt is mandatory.

VIII.5 Within five business days of each debit card transaction the Department Head shall furnish the Treasurer with a signed receipt. All other purchasing procedures as set forth in this policy shall also apply.

ARTICLE IX EMPLOYEE REIMBURSEMENT

IX.1 Employees should not expend personal funds for Town expenses. However, should an employee spend their own money to obtain needed goods or services, a written explanation of the emergency nature of the purchase shall accompany any request for reimbursement by the Town. In addition, the employee shall submit a receipt for the purchase and corresponding charge receipt, if applicable, to the Treasurer within one week after the date of purchase.

IX.2 The Town will reimburse employees through semimonthly accounts payable runs done in accordance with scheduled Selectboard meetings.

IX.3 Employees are expected to use the Department's issued debit card and not their own funds to purchase small items for Town services or events.

IX.4 No Town employee shall open their own account or utilize town discount for their own personal benefit.

ARTICLE X BUDGET AMENDMENTS

X.1 No department shall be permitted to overspend a line item, category or department budget. Department Heads may submit a line item Budget Amendment to the Selectboard to correct a potential line-item when an expenditure account has exceeded budget authorization and/or with a Requisition, if the Requisition amount exceeds budget authorization in the expenditure account.

Budget amendments that debit and credit line items for like amounts within an above category do not require Selectboard approval; however debiting and crediting like amounts between categories, deficit spending and the purchase of items not identified in the approved budget require Selectboard approval.

ARTICLE XI ADMINISTRATION

XI.1 All purchases shall be limited to those items and services which have been budgeted in advance, to the greatest extent possible. All purchases, which do not meet this criterion, must be essential to fulfilling the mission of the Town. Equipment not specifically approved through the budget process will require more detailed explanation at the time of purchase.

XI.2 Requests for the Selectboard to act on unbudgeted purchase requests must be submitted in writing for pre-approval during a regular Selectboard meeting in all of the following situations:

- a. The expenditure of grant funds or surplus revenues for unbudgeted purchases or as a means of supplementing the operating budget.
- b. Overspending capital budget line items.
- c. Overspending the bottom line of an operating budget.

XI.3 No employee shall make any purchase without first obtaining approval of the Department Head.

XI.4 In so much as possible, all bulk purchases for office supplies and commonly used materials shall be acquired through the Town Administrator who shall attempt to coordinate departmental acquisitions in a manner that is most advantageous to the Town.

XI.5 Upon the award of a solicited bid or proposal, it shall be the policy of the Town to acknowledge in writing the Town's appreciation for each bid or proposal received along with a summary of the results.

XI.6 Violations of this policy may result in an employee being subject to disciplinary action, including discharge for egregious acts.

ARTICLE XII GRANT APPLICATIONS – ADMINISTRATION

XII.1 No town employee shall apply for a grant on behalf of the Town of Georgia without first obtaining approval from the Selectboard. The Department Head needs to submit a request in writing to the Town Administrator. After the Selectboard has approved, signed and dated the request, the Department Head may

apply for the grant. When the Grant has been awarded, all Grant Award paperwork, including copies of the original request, shall be submitted to the Treasurer. These documents shall state exactly how much was awarded and exactly what the grant funds will be spent on. The Department that sought the grant shall submit a budget amendment form to the Treasurer and Town Administrator, which will create a new revenue account and a new expenditure account. All other purchasing procedures shall be followed.

IN WITNESS WHEREOF, this Purchasing Policy is hereby approved and adopted by Board of Selectmen for the Town of Georgia, on this, the 14th day of May, ~~2006~~₂₀₀₇, to be effective as of May 14th 2007. ATTEST:

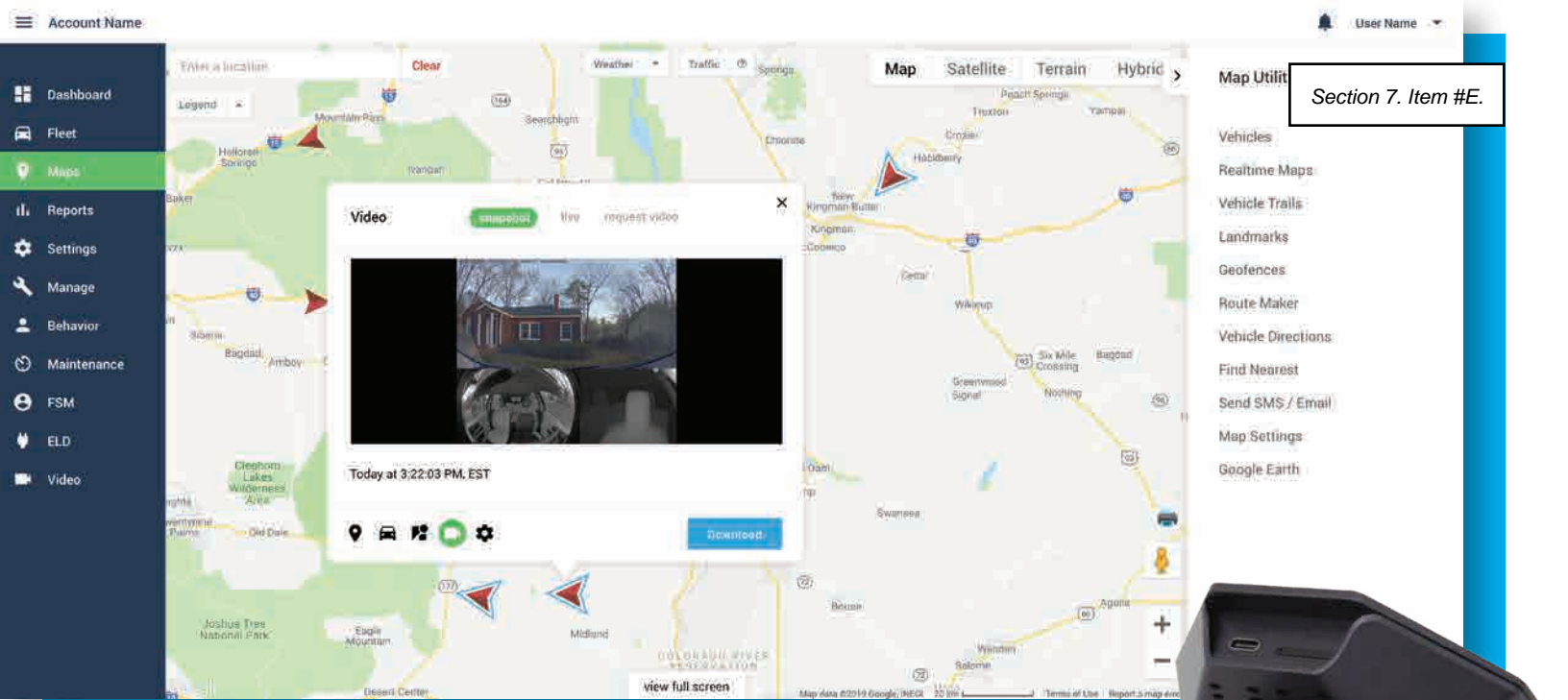
Kirk Waite, Chairman
Deborah W Woodward
Deborah Woodward, Vice Chairman

Gilles Rainville
~~Gilles Rainville, Sr., Selectman~~
Tara Wright
Tara Wright, Selectman

Ric Nye
Ric Nye, Selectman

UNDER SEAL OF THE TOWN, received, filed and recorded on this 14th day of May, 2006
At Georgia; ATTEST:

Jamie Bane, Town Clerk
Office of the Town Clerk



GPS Trackit

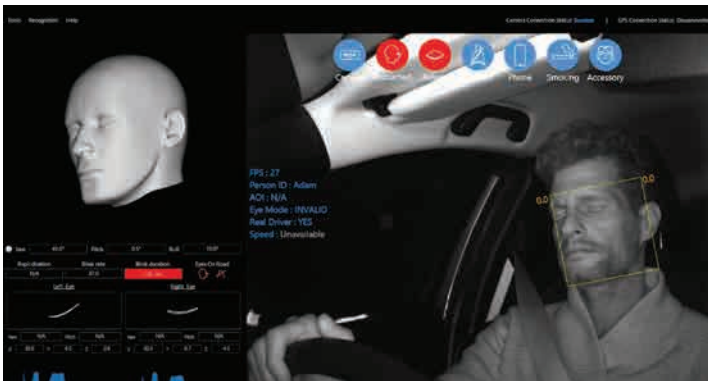
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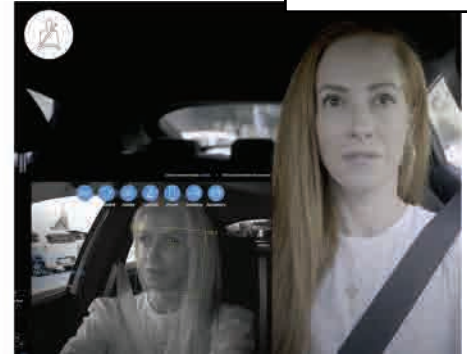
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- Easy Plug & Play Installation
- Forward and Driver Facing Views
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- Allows tracking and communication
- Real-time driver behavior coaching gives more granular data on driver performance
- Identifies aggressive driving behavior

Lowers Risk/Exposure

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- Provides a more complete context to driver reactions based on real-life
- Protects company brands as drivers are a visible extension of brand identity

Drives Performance

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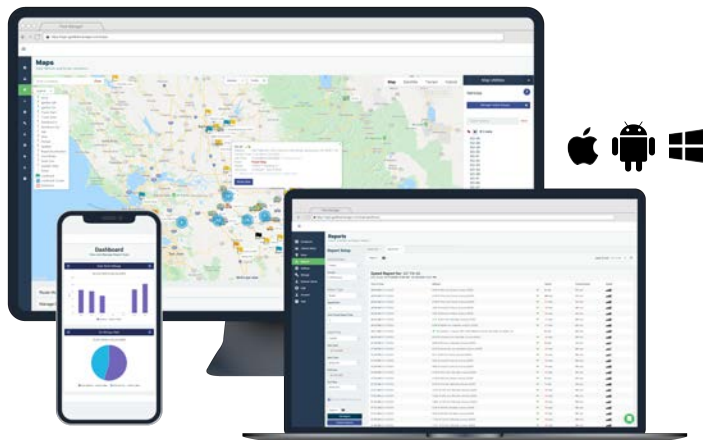
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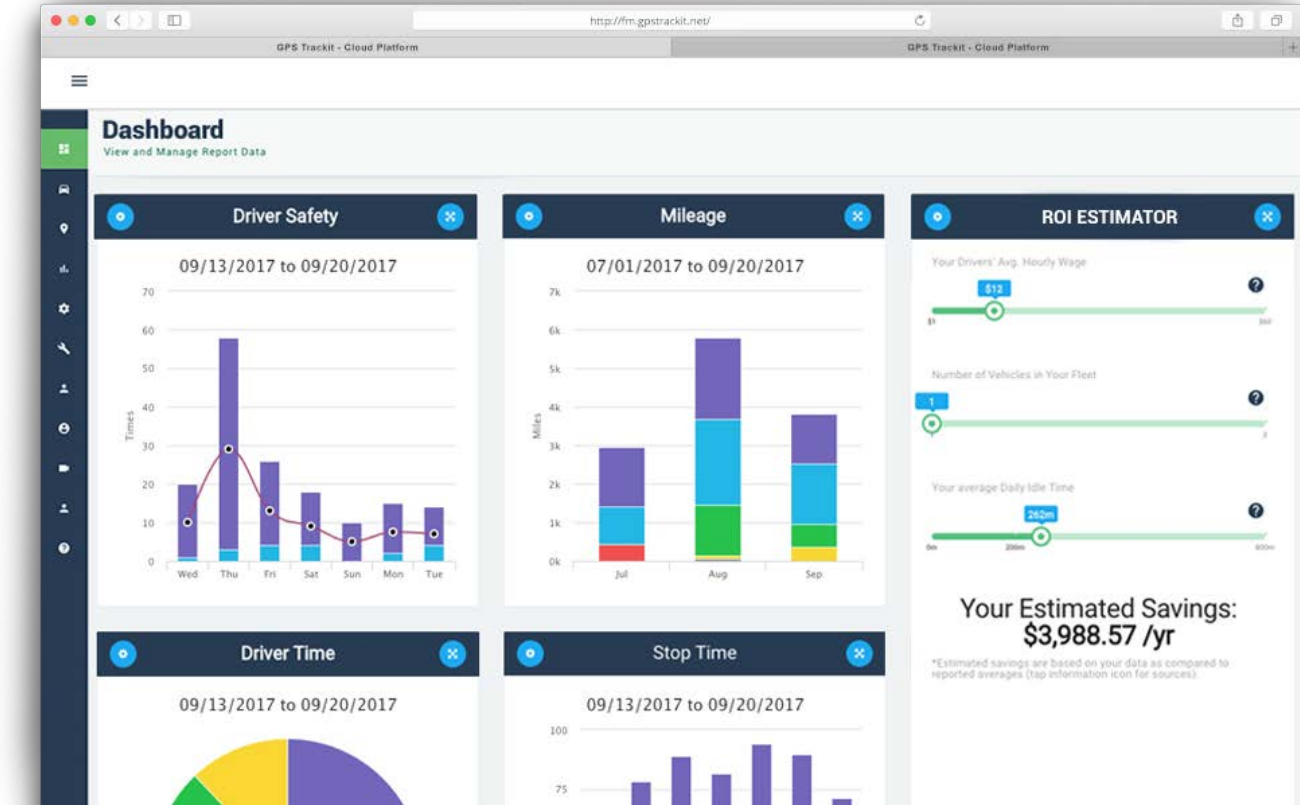


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Used daily for 2+ years

GPS Fleet Management Reporting



Our reporting tools have been built to meet the day-to-day intelligence needs of fleet-owning businesses. You can schedule reports to deploy automatically, making it easier than ever to get the reports you need precisely when you need them.

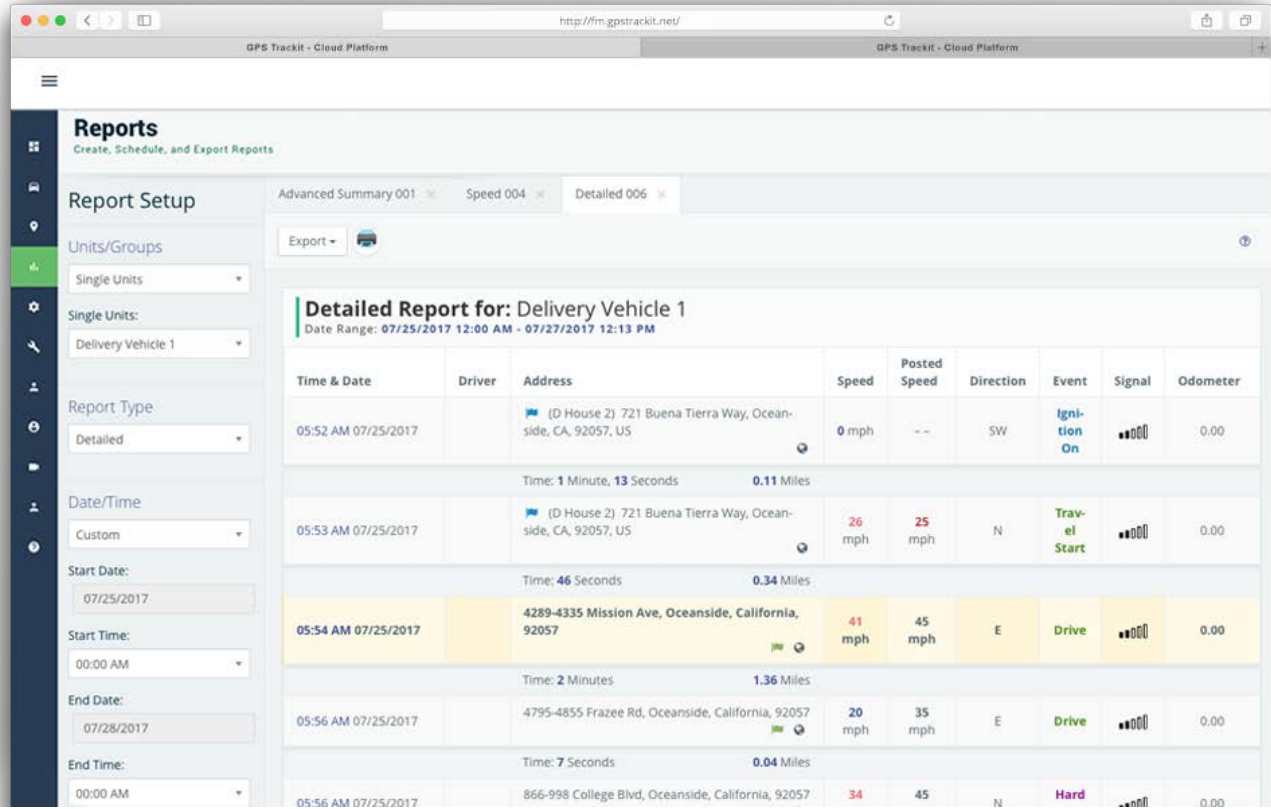
- ✓ Monitor Fleet Activity
- ✓ Get Actionable Data
- ✓ View and Compare Trips
- ✓ Mileage Summaries



Idling reportedly costs long-haul truck fleets nearly \$8,050 a year per truck. **GPS Trackit customers have been able to save an average of**

Northside Plumbing was able to save **\$600 in the first month** of using GPS Trackit when they saw that employees were leaving the job site early on a daily basis.

Detailed Vehicle Reports



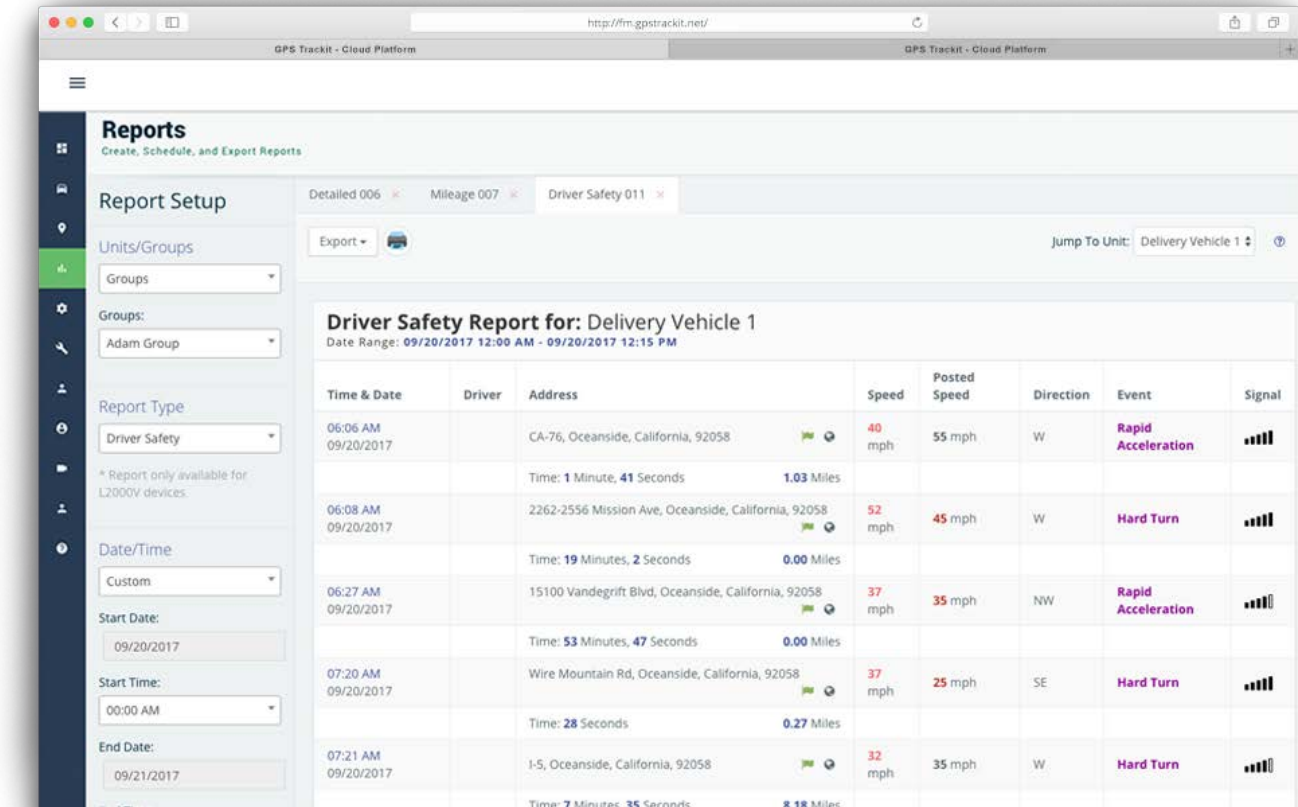
The Detailed Report provides information about events, date and time, the location, vehicle speed, posted speed limit (if available), and direction of travel associated with specified vehicles. The Detailed Report displays an entry for each of the following events:

- ✓ Ignition On, Ignition Off
- ✓ Geofence In/Out
- ✓ No GPS
- ✓ Travel Start/Stop
- ✓ Rapid Acceleration
- ✓ Driver Login/Logout
- ✓ Drive, Idle
- ✓ Hard Brake, Hard Turn
- ✓ Sudden Stop



“The best thing about GPS Trackit's system is the peace of mind the management has by knowing exactly where all of our assets are at all times. And GPS Trackit provides clear and easy to use maps and reports to accomplish that.”

Driver Safety Reports



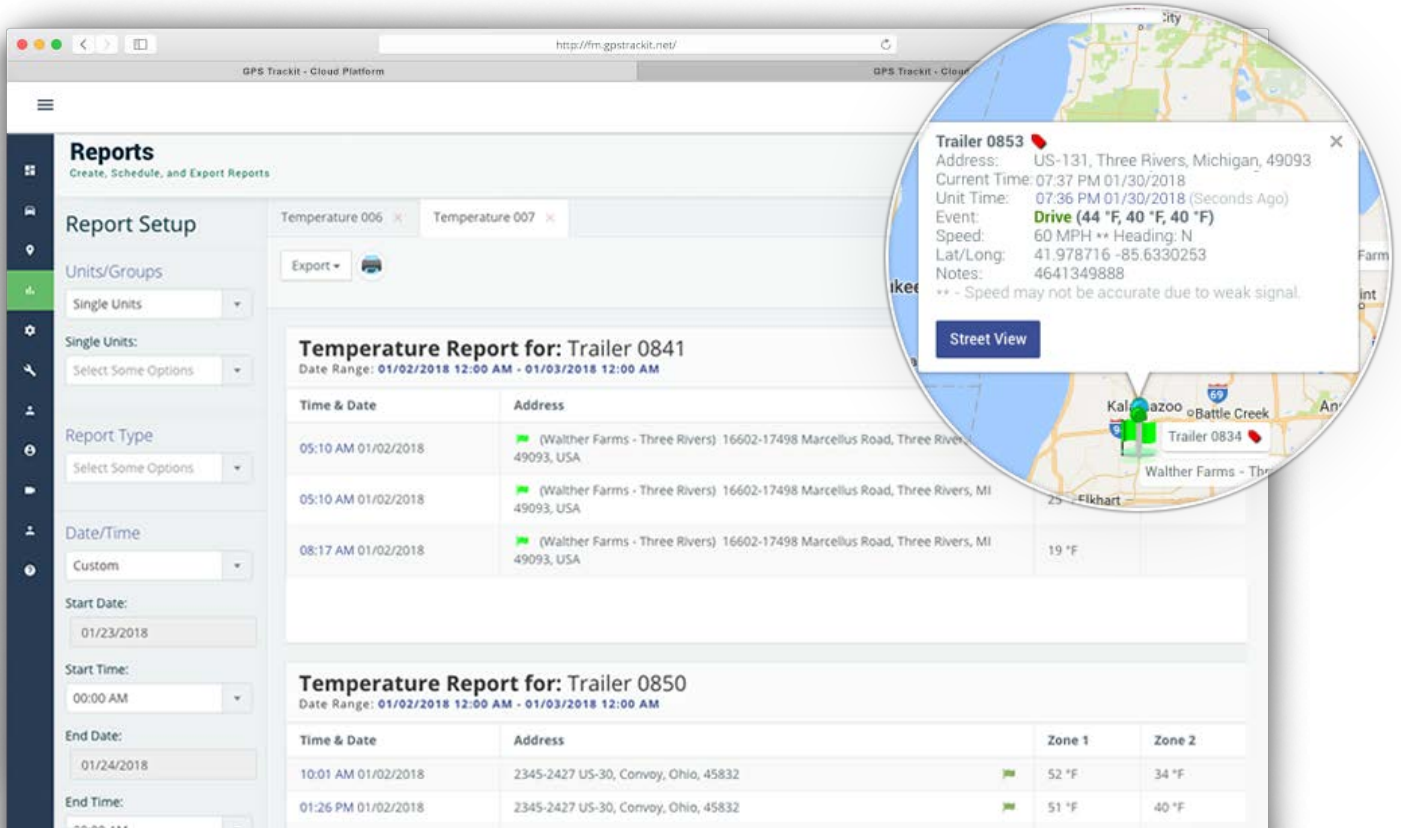
This report compiles and displays driving behaviors that may indicate aggressive, distracted, or otherwise unsafe driving. Driver Safety entries are triggered upon the occurrence of rapid acceleration, hard turning, hard braking, and sudden stops.

- ✓ Rapid Acceleration
- ✓ Exceeding Posted Speed
- ✓ Hard Braking
- ✓ Extended Idling Time
- ✓ Hard Turning



Commercial vehicle crashes cost the economy **87 billion USD** every year. **The average cost per claim of a commercial liability is around \$10,000.** GPS Trackit helps companies stay safe by minimizing the risk of accidents

On-Demand Temperature Reports



With GPS Trackit Temperature Monitoring, you can generate detailed temperature reports for up to three separate trailer zones. Track trailer temperature fluctuations and verify compliance with FDA safety regulations with regular updates, GPS time stamps, demand reports and location data.

- ✓ Monitor Up to 3 Temperature Zones
- ✓ Keep Practices Safe and Compliant
- ✓ On-Demand Temperature Reports
- ✓ Eliminate Loss of Perishable Goods

Landmark Reports

Landmark	Enter Landmark	Leave Landmark	Distance in Landmark	Time in Landmark
			Distance Between Landmarks : 0.00 Miles	Time Between Landmarks : 7 Hours, 14 Minutes, 4 Seconds
Chris Corona?	07:14 AM 07/25/2017	07:18 AM 07/25/2017	1.20 Miles	4 Minutes, 2 Seconds
			Distance Between Landmarks : 34.00 Miles	Time Between Landmarks : 35 Minutes, 37 Seconds
FSM GTC	07:53 AM 07/25/2017	04:47 PM 07/25/2017	0.60 Miles	8 Hours, 53 Minutes, 19 Seconds
			Distance Between Landmarks : 34.20 Miles	Time Between Landmarks : 46 Minutes, 7 Seconds
Chris Corona?	05:33 PM 07/25/2017	06:45 AM 07/26/2017	1.20 Miles	13 Hours, 12 Minutes, 21 Seconds
			Distance Between Landmarks : 32.90 Miles	Time Between Landmarks : 30 Minutes, 57 Seconds
FSM GTC	07:16 AM 07/26/2017	07:17 AM 07/26/2017	0.00 Miles	41 Seconds
			Distance Between Landmarks : 0.00	Time Between Landmarks : 9 Hours, 1 Minute, 22

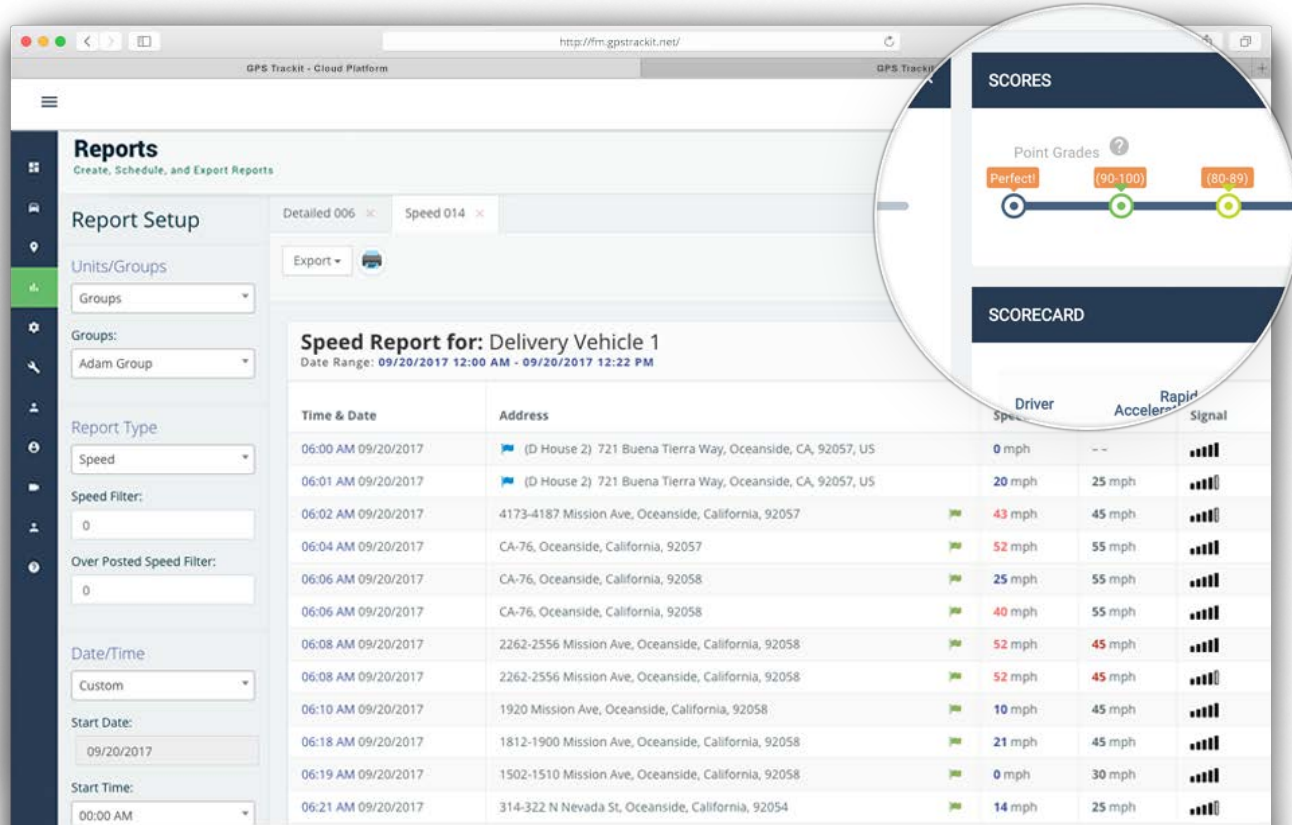
Landmarks are used to define strategic locations on routes. These may be company facilities, filling stations and supply depots, customer locations or any combination thereof. It displays the landmark, the time and date entered, time and date left, the distance travelled in proximity to the landmark and the time spent there.

- ✓ Unlimited Landmarks
- ✓ Landmark Entered/Exited Alerts
- ✓ View Time Spent in Landmarks
- ✓ Track Driver Events with Landmarks



"Faster response time for customers by checking to see closest technician and sending that one. Following up on customer service by seeing where the technicians are. **Overall a great investment!"**

Speed Reports + Driver Scorecard



Our speed report displays how fast the vehicle was going, over the posted speed if available, and where the speeding incident occurred. This data can be used to rank your drivers in the top or bottom of their class. See the grades of your drivers and compare performance to accurately identify training opportunities.

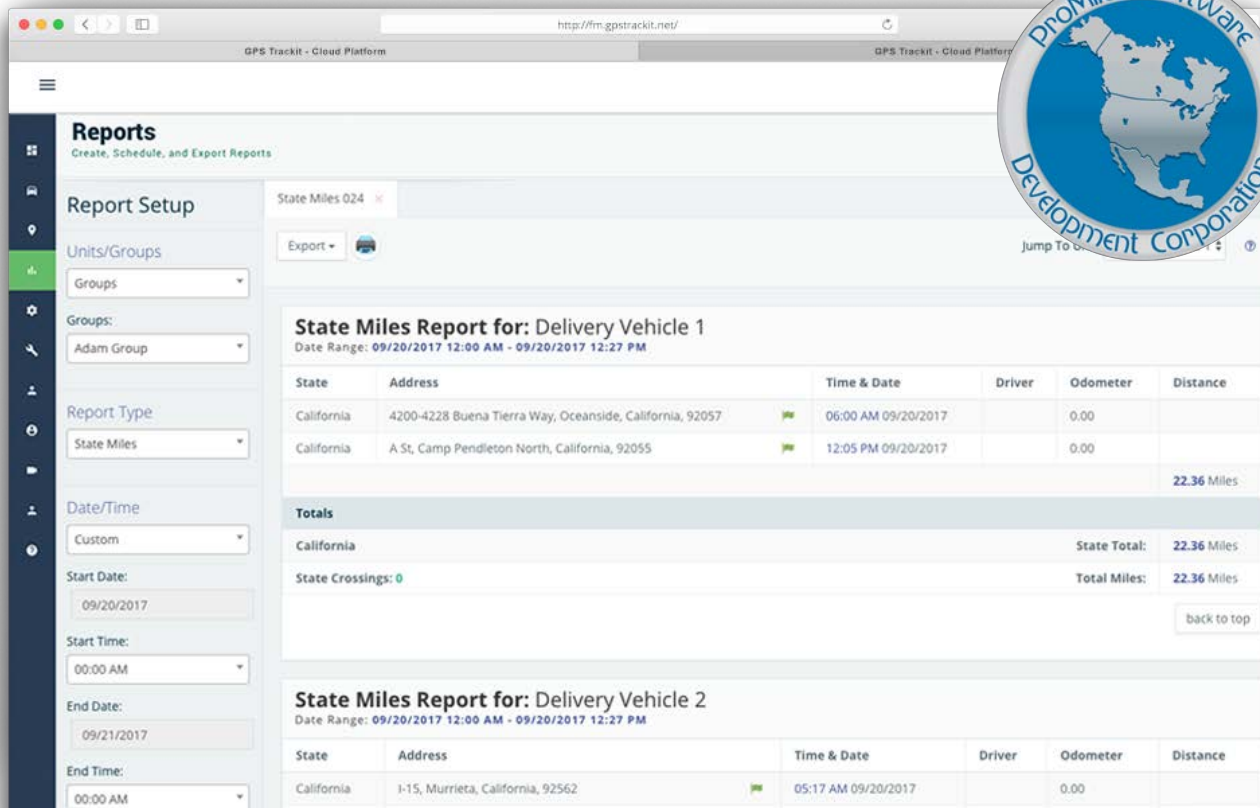
- ✓ View Posted Speed Limits
- ✓ Set up Speed Alerts
- ✓ Identify Speeding Patterns and Risks
- ✓ Rate Performance Based on Events
- ✓ Graded Driver Scorecard



Speeding Creates Up to 28% Decrease in Vehicle Fuel Efficiency

Statistically, for each 5 mph over 60 mph that is driven, vehicle fuel efficiency is reduced by at least 5% and as much as 33%. Improve dispatching and routing with speeding alerts and reports designed to reduce instances of speeding and excessive fuel usage.

State Miles Reports



For fleets that do business in multiple states, keeping track of fuel taxes can be an overwhelming bookkeeping challenge. Our State Miles Report shows the distance travelled for a given vehicle broken down by state, address, time and date, driver and distance.

- ✓ Miles Driven by State
- ✓ Easily Calculate State Miles
- ✓ Simple Reporting
- ✓ Integrated Views



“We replaced the paper/email mileage reimbursement system with a digital system, which freed up significant time for field personnel.”

- CareStar, Healthcare

Vehicle Diagnostic Indicators Reports

Time & Date	Event	Battery Voltage (V)	Coolant Temp (F)	Engine RPM	Fuel Level (%)	Fuel Level Remaining (gal)	Fuel Rate (gal/hr)	Odometer	Throttle Position (%)	Calculated Fuel Usage (gal)	Trip Odometer	Vehicle Speed
07:14 AM 07/25/2017	Ignition On	14.08	80.6	1553	23	--	--	170,429.00	19	--	--	0 mph
07:20 AM 07/25/2017	Update	14.23	150.8	2207	19	--	--	170,429.00	24	--	--	16 mph (e)
07:25 AM 07/25/2017	Update	13.88	185	632	25	--	--	170,430.00	14	--	--	0 mph

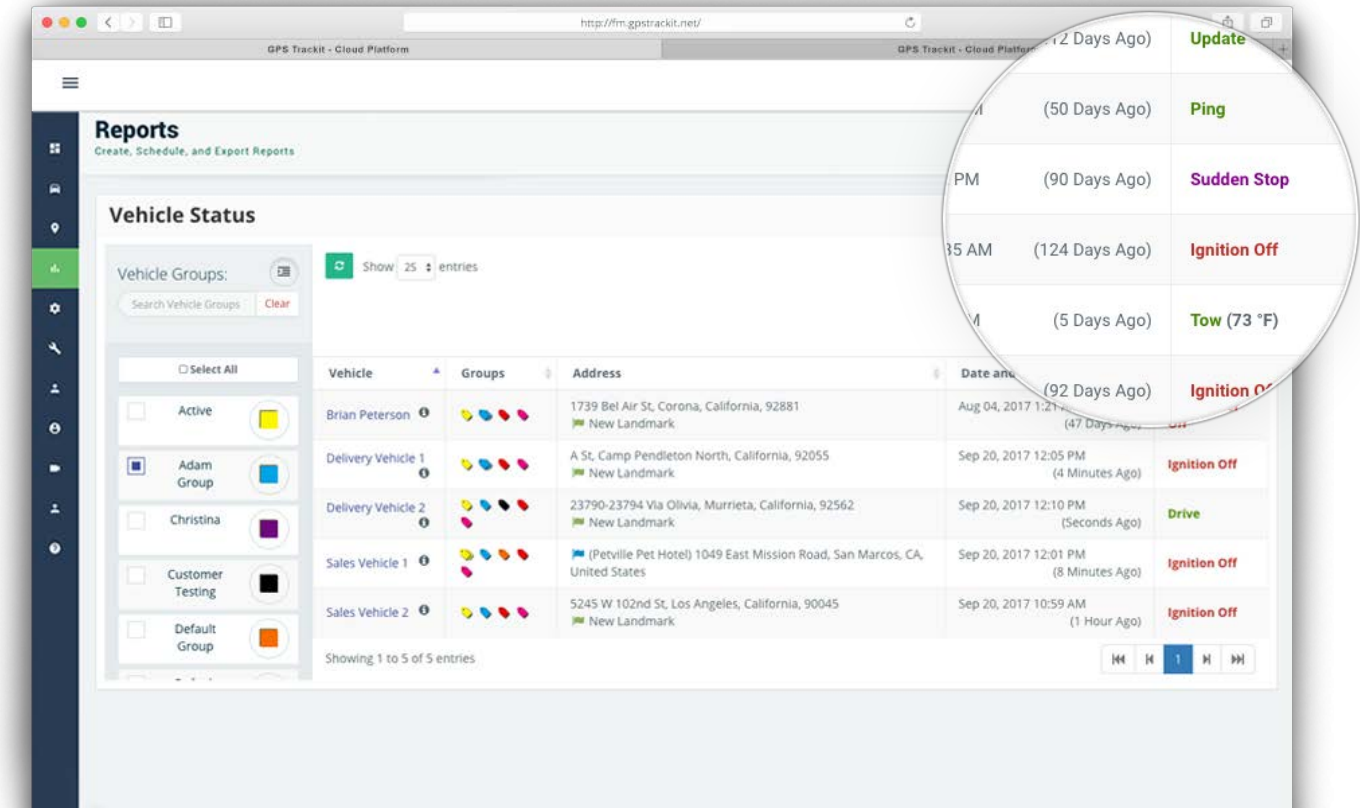
This reports displays engine diagnostic data, including OBD-II Diagnostic Trouble Codes (DTC) and indicators like ABS, Airbags, brakes, coolant, cruise control, ignition, oil pressure and the events. The nature of the indicators displayed varies across vehicle manufacturers, models and model years.

- ✓ Troubleshoot Engine Issues
- ✓ Detect Potential Hazards
- ✓ Optimize Fleet Health
- ✓ Schedule Reminders



GPS Trackit clients tend to see a 34% improvement in timely fleet maintenance and average vehicle lifespan. Ardent Construction Inc., a construction company with a fleet of three vehicles, was able to **save \$1,500 a year per vehicle by monitoring simple maintenance items.**

Vehicle Status



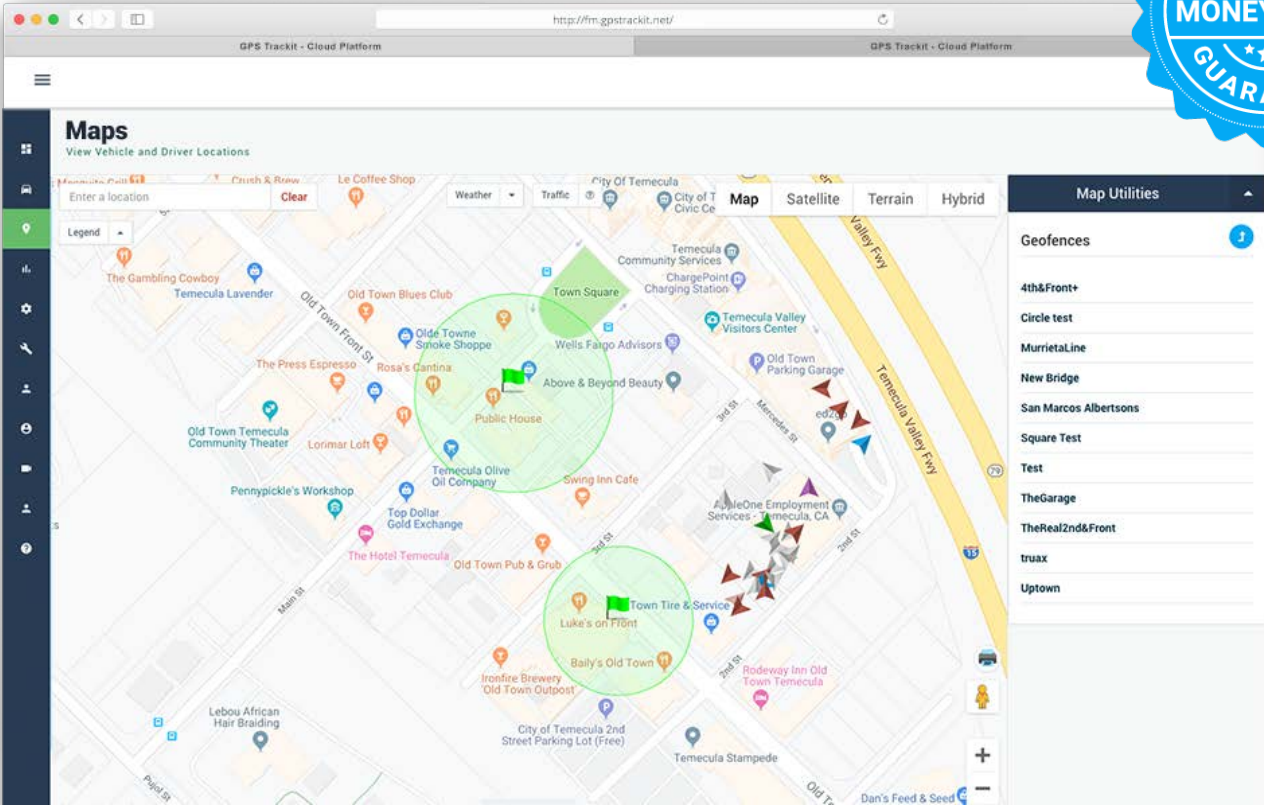
This chart shows all the vehicles in your fleet, divided into the groups you've configured. It shows their current location, the driver, and displays the most recent event. It also provides the ability to create a new landmark at that vehicle's present location.



"Better and safer communication with our drivers, that is key. There is no measurable cost savings to safety. The slightest incident is too much."

- Graftech, Manufactu

Fleet Management Simplified



- ✓ Robust Fleet Management
- ✓ ELD Compliance
- ✓ Multi Camera Video Telematics
- ✓ Asset and Temperature Monitoring
- ✓ Dedicated Support, Free Live Training
- ✓ Month-to-Month Service, No Contracts
- ✓ Unlimited Users, Open API
- ✓ 30-Day Money Back Guarantee

GPST0320

Are You Ready to Go Further with **GPS** Trackit?

Call 866.320.5810 Today!

 **GPS Trackit**

VidFleet™ AI+

AI Edge Based Connected Multi-Camera with DMAS



The VidFleet AI + is the industry-leading 4K, Internet-connected dash camera designed to get crystal clear video on demand while exonerating drivers after an accident, train for best practices, and lower fleet costs. The integrated windshield-mounted head unit simultaneously captures everything happening on the road and in the cabin in crystal clear quality. The VF AI+ automatically uploads the video footage to the VidFleet cloud to review footage of accidents, harsh driving, and other events of interest.

GPS Trackit's intuitive cloud-based software provides real-time notification to the fleet administrator about events happening in the field. Additionally, the powerful reporting tools enable fleet operators to implement safety coaching programs, prevent accidents, and lower costs.

Forward Field of View:

130° at 4K Ultra HD with High Dynamic Range

Driver Field of View:

360° at 1080P Full HD

Network Data: Global Bands

WiFi: 802.11 b/g/n
Access point for direct connect and installation.

GPS:

GPS GLONASS
DMS Eye Tracking Camera Yes; for Enhanced DMS functionality

Driver AI with DMS Camera:

Distracted Driving
Drowsy
Smoking
Seatbelt Sensing
Cell-Phone Use

Sensors:

Vehicle Impact
Harsh Brake
Acceleration
Speeding
Sharp Turn
Geofence
Event Trigger Button
Tamper Alert

Automatic upload:

Automatically uploads video footage of safety-related incidents

On-Demand upload:

Request video of specific time periods for offline review.

Hibernation:

The camera goes on standby when the vehicle is off
The camera will wake up on vehicle impact

Remote Wakeup:

Wake up to live stream if the vehicle is off

Live Streaming:

Included

Operating Temperature:

32°F to 158°F
(0°C to 70°C)

Anti-Tamper:

SD Card, SIM, and Power Protected from Tampering

External Security Light:

Intermittent blinking of exterior light to notify would-be vandals

Storage/Memory:

128 GB High Endurance Industrial SD card Supports up to 512 GB SD card

Over the Air Updates:

Included

Real-Time Edge Coaching:

English Language Coaching

Built-in Speaker:

Inward-facing audio speaker for voice feedback

Mounting:

Mounts to windshield via industrial-grade adhesive tape (included)

Power:

Connects via 3 Wire connect or Optional OBD Cable

Warranty: 24 Months

Enterprise License:

Hosted software
Cellular Connectivity
Ongoing Software Upgrades
Maintenance
24/7 Live Support

Record Button:

Trigger button mounted on the camera base



Phone
866-406-0059



E-Mail
customerservice@gpstrackit.com
support@gpstrackit.com
sales@gpstrackit.com



Hours
24 hours a day,
7 days a week



GPS Trackit Cloud Mobile App

Manage your Fleet From Anywhere

Whether you're away from the office or on the go, our mobile apps for your mobile devices make it easy for you to stay connected. With full access to your fleet management dashboard and tools, you can keep your business on the road from anywhere.

- See where your vehicles are in real-time
- Create landmarks and geofences
- Enter maintenance records and upload pictures
- Get directions and find the nearest vehicle to a job site



iOS and Android Mobile Apps

With full access to your fleet management dashboard and tools, you can keep your business on the road from anywhere.



Access From Anywhere

Track and view your vehicles 24/7. From desktop to mobile, our fleet management tools go where you go.



Monitor and Access

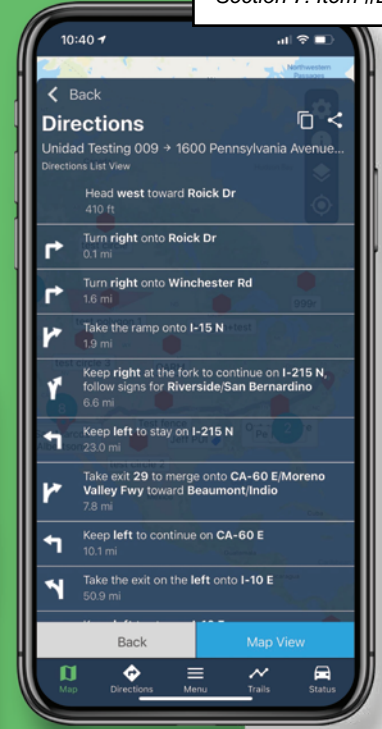
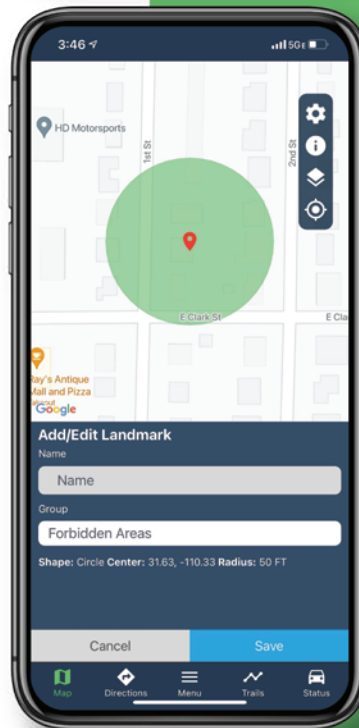
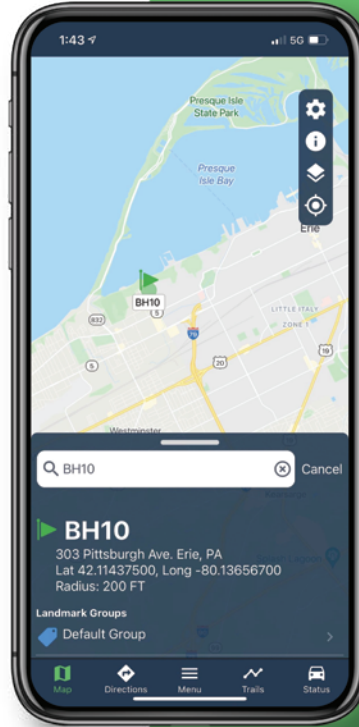
View vehicle locations, historical trails and find closest vehicles, plus:

- Know driver status (driving, idling, stopped)
- Pull directions
- Log maintenance performed, including mobile picture upload

Contact a Fleet Advisor to learn more

gpstrackit.com

(866) 320-5810





2024 Special Town Meeting Warning

TOWN OF GEORGIA SPECIAL TOWN MEETING APRIL 16, 2024

Section 8. Item #A.

The legal voters of the Town of Georgia, Vermont, are hereby notified warned to meet in-person at the Georgia Elementary School & Middle School, 4416 Ethan Allen Highway, in the Town of Georgia on Tuesday, April 16, 2024, A.D. at **ten o'clock in the forenoon (10:00 a.m.)** to transact the following business.

ARTICLE 1: Shall the voters authorize total fund expenditures for operating expenses of \$_____, of which \$_____ shall be raised by taxes and \$_____ by non-tax revenues?

ARTICLE 2: Shall the Town of Georgia adopt all Town budget articles by Australian ballot?

The legal voters of the Town of Georgia, Vermont, are hereby notified and warned that the Selectboard will hold a Public Information Hearing on Thursday, April 11, at 6:00 p.m. at the Georgia Eric Nye II Fire Department, 4134 Ethan Allen Highway, Georgia, VT, and electronically on the Zoom platform beginning at six o'clock in the afternoon (6:00 p.m.). The voters may attend via Zoom at the following link:

Topic: Selectboard Informational Meeting for Town Meeting
Time: April 11, 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting **[INSERT LINK]**
Meeting ID: 616 584 3896
Passcode: 5243524

to discuss the foregoing Special Town Meeting Articles. Voters may visit www.townofgeorgia.com for additional details.

The legal voters of the Town of Georgia are further notified that voter qualification, registration, and absentee voting relative to said Annual Meeting shall be as provided in Chapters 43, 51 & 55 of Title 17, Vermont Statutes Annotated.

Adopted and approved at a meeting of the Selectboard of the Town of Georgia duly called, noticed, and held on Monday March 11, 2024.

Georgia Selectboard:
Devon Thomas, _____

Brian Dunsmore _____
Paul Jansen _____
Carl Rosenquist _____

Received by the Georgia Town Clerk's Office for record this _____ day of March 2024 at Georgia, Vermont and same is recorded in the posted records. Attest: Cheryl Letourneau, Town Clerk _____.

ARPA fund requests

Current ARPA funds	\$628,500
Rec funds	\$200,000
Total ARPA Funds	\$1,009,287

ARPA funds Requests

Department asks	
Historical Society	20,000
Repairs to be reimbursed already paid	-5,227
Library	30,000
Fire department	44,000
Conservation	22,000
Rec funds Building Project	80,000
Proposed community projects	60,514
Highway Paving	178,000
Town Office	30,000

Department ARPA Total	459,287
-----------------------	----------------

ARPA Total after Department request	\$1,009,287
Department ARPA Total	-459,287
Total After Department	\$550,000
Bridge Repair Allocation	(\$275,000)
New Highway Truck	(\$250,000)
Planning Development Regulation rewrite	(\$25,000)
total left over	\$0

Money Returning to ARPA

828,500

Carpet Tiles

30K to dig up Tanks | Turn out Gear b\$14,000

\$10,000 Reinstall Bridge | Wetlands \$12,000

Probably shouldn't be a priority | How to allocate for community?

heating and well

Remaining ARPA Funds to be used for Paving.



Selectboard Regular Meeting
Monday, March 11, 2024
Chris Letourneau Meeting Room and via Zoom
Administrator 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 6:00 p.m.**
 - A. Call meeting to order by C. Letourneau
 - B. Pledge of Allegiance
 - C. Reorganization of the board
- 2. CHAIR UPDATE**
- 3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**
- 4. SELECTBOARD MINUTES AND WARRANTS**
 - A. Approval of Selectboard Regular Meeting Minutes for 02/26/2024
 - B. Approval of Warrants #6, #7 and #8
- 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**
 - A. Job descriptions – revised job descriptions
 - B. Personnel Policy – current policy being followed
 - C. Ethics Policy – current policy being followed
 - D. Purchasing Policy – current policy being followed
 - E. Cameras for Hwy Trucks – Todd would like cameras for Hwy Trucks
 - F. Bi-Weekly Payroll - union
- 8. BOARD BUSINESS (Public comment on agenda items limited to 5 minutes)**

- A. Warning for Special Town Meeting - Action to accept warning
- B. Joe Buford – Recreation – Inquiring about Rec. Director position
- C. Vermont Rockets - Action to waive beach fees.
- D. Budget Discussion – revise failed budget
- E. ARPA Funds Discussion – allocation of funds
- F. Review Selectboard member applicant letters.

9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- A. Town Administrator
- B. Treasurer
- C. Buildings
- 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. 02/14/2024

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

- A. Police Contract
- B. NEMRC - KM
- C. Personnel and Equipment

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

Account/Description	Budget	Balance
1-1-00-00 CASH UNRESTRICTED		
1-1-00-00-01.00 General Fund Checking	0.00	1,950,043.23
1-1-00-00-01.05 Due To/from Other Funds	0.00	-2,089,082.49
1-1-00-00-01.10 Cash Drawer	0.00	100.00
1-1-00-00-01.15 Cash/ CC/ BC In Transit	0.00	-10.00
1-1-00-00-01.25 Fire Dept Petty Cash	0.00	286.30
1-1-00-00-01.35 GCEC Donation Monies	0.00	4,022.50
1-1-00-00-01.40 TOG Online Payments	0.00	129.00
Total CASH UNRESTRICTED	0.00	-134,511.46
Total Asset	0.00	-134,511.46
1-2-00-00 ACCOUNTS PAYABLE		
1-2-00-00-00.00 Accounts Payable	0.00	0.00
Total ACCOUNTS PAYABLE	0.00	0.00
1-2-00-05 PAYROLL		
1-2-00-05-10.25 Retirement Withholding	0.00	0.00
1-2-00-05-10.35 Dental Withholding	0.00	-214.68
1-2-00-05-10.36 Health Withholding	0.00	-79.45
1-2-00-05-10.37 Vision Withholding	0.00	-46.83
1-2-00-05-10.38 AFLAC Withholding	0.00	25.50
1-2-00-05-10.41 Union Dues	0.00	0.00
Total PAYROLL	0.00	-315.46
1-2-00-10 TAX RELATED		
1-2-00-10-00.05 Due To Taxpayers	0.00	1,300.01
1-2-00-10-00.10 Tax Clearing Account	0.00	1,450.00
Total TAX RELATED	0.00	2,750.01
1-2-00-20 CASH RESTRICTED		
1-2-00-20-10.86 Planning Legal Escrow	0.00	1,320.00
1-2-00-20-10.87 Paving/Sidewalk Escrow	0.00	4,675.00
Total CASH RESTRICTED	0.00	5,995.00
1-2-00-30 DUE TO SCHOOL		
Total DUE TO SCHOOL	0.00	0.00
1-2-40 STATE OF VERMONT		
1-2-40-20-10.05 State Of VT Dog Licenses	0.00	260.00
1-2-40-20-10.10 State Of VT Fish & Wildli	0.00	47.50
Total STATE OF VERMONT	0.00	307.50

03/08/24
12:17 pm

Town of Georgia, Vermont General Ledger
Trial Balance - General Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
Total Liability	0.00	8,737.05
1-3-00 FUND BALANCES		
1-3-00-00-00.00 Fund Balance	0.00	113,617.85
1-3-00-00-00.05 Budgeted Fund Balance	2,921,732.29	0.00
Total FUND BALANCES	2,921,732.29	113,617.85
Total Fund Balance	2,921,732.29	113,617.85

03/08/24

12:17 pm

Town of Georgia, Vermont General Ledger

Trial Balance - General Fund

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
1-6-00-00 TAX REVENUES				
1-6-00-00-00.15 Delinquent Taxes	0.00	3,575.72	-3,575.72	-756.68
1-6-00-00-00.20 Interest: Delinquent Tax	4,500.00	98.70	4,401.30	0.00
1-6-00-00-00.25 Delinquent Collector Fees	7,200.00	346.59	6,853.41	0.00
Total TAX REVENUES	11,700.00	4,021.01	7,678.99	-756.68
1-6-00-05 FEES, LICENSES, FINES				
1-6-00-05-00.10 DRB Fees	10,000.00	4,710.00	5,290.00	4,710.00
1-6-00-05-00.13 Vault Time	750.00	116.00	634.00	59.00
1-6-00-05-00.14 Green Mountain Passports	60.00	2.00	58.00	0.00
1-6-00-05-00.15 Zoning Fees	18,000.00	1,650.00	16,350.00	1,000.00
1-6-00-05-00.16 DMV Registration Fees	100.00	12.00	88.00	3.00
1-6-00-05-00.17 Recording Fees	40,000.00	4,011.00	35,989.00	2,637.00
1-6-00-05-00.18 Marriage Licenses	200.00	0.00	200.00	0.00
1-6-00-05-00.19 Hunting & Fishing License	100.00	11.50	88.50	5.00
1-6-00-05-00.20 Overweight Permit Fees	1,000.00	285.00	715.00	200.00
1-6-00-05-00.25 Dog Licenses	2,500.00	219.00	2,281.00	163.00
1-6-00-05-00.30 Driveway Permit Fees	500.00	420.00	80.00	270.00
1-6-00-05-00.40 Liquor Licenses	210.00	0.00	210.00	0.00
1-6-00-05-00.45 Parks & Rec Revenues	2,500.00	0.00	2,500.00	0.00
Total FEES, LICENSES, FINES	75,920.00	11,436.50	64,483.50	9,047.00
1-6-00-10 STATE OF VERMONT				
1-6-00-10-00.05 State Aid To Highways	83,130.59	0.00	83,130.59	0.00
1-6-00-10-00.10 Traffic Fines	1,200.00	101.50	1,098.50	101.50
1-6-00-10-00.15 Railroad Tax	4,635.00	0.00	4,635.00	0.00
1-6-00-10-00.20 PILOT Payment	3,721.00	0.00	3,721.00	0.00
1-6-00-10-00.25 State/Fed Reimbursements	43,000.00	0.00	43,000.00	0.00
1-6-00-10-00.30 Appraisals	0.00	18,912.50	-18,912.50	18,912.50
1-6-00-10-00.40 Equalization Payment	2,200.00	0.00	2,200.00	0.00
Total STATE OF VERMONT	137,886.59	19,014.00	118,872.59	19,014.00
1-6-00-20 OTHER REVENUE				
1-6-00-20-00.20 School Reimbursement	57,000.00	0.00	57,000.00	0.00
1-6-00-20-00.25 Miscellaneous Revenue	5,000.00	5,838.68	-838.68	3,547.05
1-6-00-20-00.30 Interest On Investments	150.00	45.41	104.59	25.96
1-6-00-20-00.40 Greenbacker Revenue	90,000.00	45,000.00	45,000.00	0.00
1-6-00-20-00.60 Copier Income	5,000.00	771.80	4,228.20	279.40
1-6-00-20-00.70 Cell Tower Rent Pmts	15,000.00	10,723.94	4,276.06	5,376.32
1-6-00-20-00.85 Gifts to Town	600.00	0.00	600.00	0.00
1-6-00-20-00.91 Library Revenue	200.00	0.00	200.00	0.00
1-6-00-20-00.92 Highway Revenue	400.00	0.00	400.00	0.00
Total OTHER REVENUE	173,350.00	62,379.83	110,970.17	9,228.73
1-6-02-25 GRANTS & CAPTIAL REV.				
1-6-02-25-00.45 Revenue-Impact Fee Fund	0.00	611.11	-611.11	611.11

03/08/24
12:17 pm

Town of Georgia, Vermont General Ledger
Trial Balance - General Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
1-6-02-25-30.00 Highway Grant Revenue	0.00	149,698.25	-149,698.25	149,698.25
Total GRANTS & CAPITAL REV.	0.00	150,309.36	-150,309.36	150,309.36
Total Revenues	398,856.59	247,160.70	151,695.89	186,842.41

03/08/24

12:17 pm

Town of Georgia, Vermont General Ledger

Trial Balance - General Fund

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
1-7-02 GRANTS & CAPITAL EXP.				
1-7-02-20 Admin/Boards/Commissions				
1-7-02-20-52.10 Admin Prchse-Impact Fees	0.00	611.11	-611.11	611.11
Total Admin/Boards/Commissions	0.00	611.11	-611.11	611.11
1-7-02-36 Fire & Rescue Department				
Total Fire & Rescue Department	0.00	0.00	0.00	0.00
1-7-02-65 Parks & Recreation				
Total Parks & Recreation	0.00	0.00	0.00	0.00
1-7-02-70 Library				
Total Library	0.00	0.00	0.00	0.00
1-7-02-80 HIGHWAY				
Total HIGHWAY	0.00	0.00	0.00	0.00
Total GRANTS & CAPITAL EXP.	0.00	611.11	-611.11	611.11
1-7-05 GENERAL GOVERNMENT				
1-7-05-05 SELECTBOARD				
1-7-05-05-10.05 Selectboard Salaries	5,500.00	1,500.00	4,000.00	0.00
1-7-05-05-10.10 Administrative Salaries	213,434.00	32,255.44	181,178.56	14,569.58
1-7-05-05-10.20 Fire Warden Salaries	200.00	0.00	200.00	0.00
1-7-05-05-10.21 Gen Gov Social Security	17,429.30	2,547.44	14,881.86	1,341.10
1-7-05-05-10.22 Gen Gov Retirement	10,795.00	1,760.36	9,034.64	752.84
1-7-05-05-10.23 Gen Gov Insurance Benefit	39,564.48	9,178.14	30,386.34	3,297.08
1-7-05-05-10.24 Gen Gov HSA	2,500.00	2,500.00	0.00	0.00
1-7-05-05-10.25 Gen Gov Insurance Dental	889.44	179.90	709.54	71.96
1-7-05-05-27.00 Selectboard Expenses	1,200.00	140.68	1,059.32	0.00
1-7-05-05-27.05 Town Boards Salaries	8,700.00	860.00	7,840.00	240.00
1-7-05-05-43.00 Legal Expenses	45,000.00	4,920.00	40,080.00	2,870.00
1-7-05-05-44.00 Admin Consultant Services	1,100.00	0.00	1,100.00	0.00
1-7-05-05-45.00 Admin Contracted Services	13,850.00	1,318.72	12,531.28	593.56
1-7-05-05-48.00 Property & Casualty Ins	99,000.00	0.00	99,000.00	0.00
1-7-05-05-51.00 Town Audit	20,000.00	0.00	20,000.00	0.00
1-7-05-05-90.00 General Contingency	150.00	0.00	150.00	0.00
Total SELECTBOARD	479,312.22	57,160.68	422,151.54	23,736.12
1-7-05-07 LOAN PAYMENTS				
1-7-05-07-00.10 Fire Station - VMBB	70,000.00	0.00	70,000.00	0.00
1-7-05-07-00.22 Gilmond Land Purchase	16,732.76	0.00	16,732.76	0.00
1-7-05-07-00.30 Highway Garage Bldg Loan	150,000.00	0.00	150,000.00	0.00
1-7-05-07-00.40 2023 Pumper/Tanker	0.00	82,338.67	-82,338.67	82,338.67

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Account/Description	Budget	Expenditures	Balance	MTD Expenditures
1-7-05-07-47.00 Loan Interest	119,000.00	0.00	119,000.00	0.00
Total LOAN PAYMENTS	355,732.76	82,338.67	273,394.09	82,338.67
1-7-05-10 TOWN CLERK				
1-7-05-10-10.05 Clerk's Office Salary	72,100.00	12,115.35	59,984.65	5,384.60
1-7-05-10-10.10 Ballot Clerk's Salaries	10,662.60	80.00	10,582.60	0.00
1-7-05-10-10.15 Asst Clerk's Salaries	47,668.40	8,176.23	39,492.17	3,790.79
1-7-05-10-10.16 Clerks Office Social Secu	9,977.97	1,565.69	8,412.28	445.61
1-7-05-10-10.17 Clerks Office Retirement	9,528.50	1,618.29	7,910.21	719.24
1-7-05-10-10.18 Clerks Office Insurance B	20,042.04	3,340.36	16,701.68	1,670.18
1-7-05-10-10.19 Clerks Office - HSA Acct	1,250.00	1,250.00	0.00	0.00
1-7-05-10-10.20 Clerks Office Ins. Dental	444.72	107.94	336.78	35.98
1-7-05-10-25.00 Election Expenses	5,000.00	0.00	5,000.00	0.00
1-7-05-10-50.00 Dog Licenses	550.00	0.00	550.00	0.00
1-7-05-10-99.00 Clerk's Misc. Expenses	50.00	0.00	50.00	0.00
Total TOWN CLERK	177,274.23	28,253.86	149,020.37	12,046.40
1-7-05-15 TOWN TREASURER				
1-7-05-15-10.00 Treas/ Tax Collect Salary	68,556.80	11,062.08	57,494.72	5,120.00
1-7-05-15-10.01 Treasurer Social Security	5,244.60	846.27	4,398.33	391.71
1-7-05-15-10.02 Treasurer Retirement	5,827.33	862.07	4,965.26	435.20
1-7-05-15-10.03 Treasurer Insurance Benef	8,922.96	2,182.77	6,740.19	2,182.77
1-7-05-15-10.04 Treasurer HSA Acct.	1,250.00	0.00	1,250.00	0.00
1-7-05-15-10.05 Treasurer Ins. Dental	444.72	71.96	372.76	35.98
Total TOWN TREASURER	90,246.41	15,025.15	75,221.26	8,165.66
1-7-05-16 DELINQUENT TAX COLLECTOR				
1-7-05-16-10.00 DTC Collectors Fees	13,000.00	1,385.52	11,614.48	346.59
1-7-05-16-10.01 DTC Social Security	994.50	105.99	888.51	26.52
1-7-05-16-99.00 DTC Misc Expense	150.00	0.00	150.00	0.00
Total DELINQUENT TAX COLLECTOR	14,144.50	1,491.51	12,652.99	373.11
1-7-05-20 ADMINISTRATIVE				
1-7-05-20-21.00 Admin Postage	7,000.00	1,118.15	5,881.85	1,003.00
1-7-05-20-22.00 Admin Office Supplies	5,500.00	471.60	5,028.40	188.37
1-7-05-20-22.10 Admin Copier Expense	4,500.00	683.61	3,816.39	325.98
1-7-05-20-25.00 Printing/Publishing	7,000.00	1,303.81	5,696.19	1,303.81
1-7-05-20-29.00 Admin Mileage	600.00	19.65	580.35	15.72
1-7-05-20-44.00 Admin Training	3,500.00	10.00	3,490.00	0.00
1-7-05-20-44.06 Computer Hardware	5,000.00	0.00	5,000.00	0.00
1-7-05-20-44.07 Computer Software & Licen	32,995.00	10,730.32	22,264.68	2,978.42
1-7-05-20-44.08 Web Services	8,319.00	8,169.00	150.00	0.00
1-7-05-20-44.09 Security Monitoring	660.00	0.00	660.00	0.00
1-7-05-20-44.10 Security Equipment	2,500.00	0.00	2,500.00	0.00
1-7-05-20-44.11 IT Labor Services	5,000.00	577.75	4,422.25	417.50
Total ADMINISTRATIVE	82,574.00	23,083.89	59,490.11	6,232.80

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Account/Description	Budget	Expenditures	Balance	MTD Expenditures
1-7-05-28 PUBLIC WORKS				
1-7-05-28-10.00 Public Works Salaries	113,124.90	13,755.30	99,369.60	5,887.00
1-7-05-28-10.01 Public Works Sick Pay	8,196.30	0.00	8,196.30	0.00
1-7-05-28-10.02 Public Works Social Secur	8,654.05	1,470.35	7,183.70	547.13
1-7-05-28-10.03 Public Works Retirement	6,188.00	1,716.17	4,471.83	646.78
1-7-05-28-10.04 Public Works Insurance Be	29,180.40	4,863.42	24,316.98	2,431.71
1-7-05-28-10.05 Public Works Ins. HSA Acc	1,750.00	1,750.00	0.00	0.00
1-7-05-28-10.06 Public Works Ins. Dental	444.72	107.94	336.78	35.98
1-7-05-28-30.20 Town Beach Utilities	4,000.00	267.37	3,732.63	85.43
1-7-05-28-30.25 Fire & Rescue Utilities	15,500.00	4,336.47	11,163.53	2,745.13
1-7-05-28-30.30 Library Utilities	15,500.00	2,434.00	13,066.00	1,237.42
1-7-05-28-30.35 Old Hwy Garage Utilities	5,000.00	2,865.27	2,134.73	2,224.40
1-7-05-28-30.50 Town Hall Utilities	13,200.00	3,043.50	10,156.50	1,900.75
1-7-05-28-30.70 New Hwy Garage Utilities	20,000.00	4,528.13	15,471.87	2,880.75
1-7-05-28-30.75 Streetlight Electricity	3,000.00	681.94	2,318.06	462.94
1-7-05-28-45.05 Building Maint. Other	1,000.00	0.00	1,000.00	0.00
1-7-05-28-45.10 Cemetery Maintenance	2,100.00	0.00	2,100.00	0.00
1-7-05-28-45.15 Cemetery Mowing	500.00	0.00	500.00	0.00
1-7-05-28-45.20 Town Beach Bldg. Maint	5,000.00	0.00	5,000.00	0.00
1-7-05-28-45.25 Fire & Rescue Bldg Maint.	5,500.00	1,025.06	4,474.94	385.99
1-7-05-28-45.30 Library Building Maint.	8,000.00	177.02	7,822.98	177.02
1-7-05-28-45.50 Town Hall Building Maint.	7,512.00	525.95	6,986.05	411.98
1-7-05-28-45.60 Janitorial Supply/Svs.	11,470.00	2,321.87	9,148.13	2,266.10
1-7-05-28-45.70 New Hwy Bldg. Maint.	7,100.00	846.13	6,253.87	157.50
1-7-05-28-49.00 Roadside Flags	1,000.00	0.00	1,000.00	0.00
1-7-05-28-55.50 Town Hall Building Supply	1,600.00	77.52	1,522.48	77.52
1-7-05-28-55.70 New Hwy Bldg. Supply	1,500.00	0.00	1,500.00	0.00
Total PUBLIC WORKS	296,020.37	46,793.41	249,226.96	24,561.53
1-7-05-30 PUBLIC SAFETY				
1-7-05-30-10.00 Constables Compensation	500.00	0.00	500.00	0.00
1-7-05-30-10.01 Constable Social Security	38.25	0.00	38.25	0.00
1-7-05-30-20.00 Dispatching Services	62,658.00	0.00	62,658.00	0.00
1-7-05-30-45.00 Emergency Medical Service	82,981.74	17,655.69	65,326.05	11,770.46
1-7-05-30-45.05 Law Enforcement	50,000.00	1,035.92	48,964.08	1,035.92
Total PUBLIC SAFETY	196,177.99	18,691.61	177,486.38	12,806.38
1-7-05-32 ANIMAL CONTROL				
1-7-05-32-10.00 Animal Control Services	1,500.00	53.84	1,446.16	26.93
1-7-05-32-10.01 Animal Control Social Sec	114.75	0.00	114.75	0.00
1-7-05-32-27.00 Animal Control Expenses	1,000.00	0.00	1,000.00	0.00
1-7-05-32-29.00 Animal Control Mileage	500.00	101.52	398.48	64.84
Total ANIMAL CONTROL	3,114.75	155.36	2,959.39	91.77
1-7-05-34-10.00 Health Officers Salaries	620.00	0.00	620.00	0.00
1-7-05-34-10.01 Health Officer Social Sec	47.43	0.00	47.43	0.00

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1-7-05-34-27.00 Health Officers Expenses	200.00	0.00	200.00	0.00
1-7-05-34-29.00 Health Officers Mileage	50.00	0.00	50.00	0.00
1-7-05-36 FIRE & RESCUE DEPT.				
1-7-05-36-10.00 Fire & Rescue Salaries	114,275.20	13,816.14	100,459.06	6,947.92
1-7-05-36-10.10 Fire & Rescue OT Labor	5,000.00	159.74	4,840.26	98.33
1-7-05-36-10.15 Fire & Rescue Social Secu	9,124.55	1,023.42	8,101.13	513.23
1-7-05-36-10.16 Fire & Rescue Retirement	4,066.40	530.73	3,535.67	232.76
1-7-05-36-10.17 Fire & Rescue Ins. Benefi	20,768.88	3,461.50	17,307.38	1,730.75
1-7-05-36-10.18 Fire & Rescue HSA Accts.	1,250.00	1,250.00	0.00	0.00
1-7-05-36-10.19 Fire & Rescue Ins. Dental	444.72	107.94	336.78	35.98
1-7-05-36-19.00 Fire & Rescue AD&D Ins.	3,309.00	3,309.00	0.00	0.00
1-7-05-36-22.00 Fire & Rescue Supplies	500.00	39.99	460.01	39.99
1-7-05-36-22.05 Fire & Rescue Medical Sup	6,000.00	356.74	5,643.26	54.80
1-7-05-36-44.10 Fire & Rescue Training	6,500.00	1,316.90	5,183.10	1,128.90
1-7-05-36-44.20 Fire Prevention	1,500.00	0.00	1,500.00	0.00
1-7-05-36-52.20 Fire & Rescue Turn Out Ge	0.00	0.00	0.00	-843.97
1-7-05-36-52.25 Fire Dept Hose	2,750.00	0.00	2,750.00	0.00
1-7-05-36-52.35 Fire & Rescue Communicati	2,000.00	782.00	1,218.00	782.00
1-7-05-36-52.40 GFD Computer/Office Suppl	6,000.00	0.00	6,000.00	0.00
1-7-05-36-63.00 GFD Equiq Prshe/Repair	5,500.00	168.60	5,331.40	168.60
1-7-05-36-63.05 GFD Truck/App Repairs	12,500.00	1,881.25	10,618.75	212.82
1-7-05-36-64.00 Fire Dept. Annual Testing	11,000.00	1,404.50	9,595.50	1,404.50
1-7-05-36-88.00 GFD Transfer to Reserve	20,000.00	0.00	20,000.00	0.00
1-7-05-36-88.09 Interest on Fire Debt	10,483.07	0.00	10,483.07	0.00
1-7-05-36-88.15 Pumper/ Tanker	72,619.52	0.00	72,619.52	0.00
1-7-05-36-88.20 Ladder Truck	25,203.85	0.00	25,203.85	0.00
1-7-05-36-90.00 Fire Dept Awards	1,250.00	0.00	1,250.00	0.00
1-7-05-36-99.00 GFD Miscellaneous Exp.	500.00	0.00	500.00	0.00
Total FIRE & RESCUE DEPT.	342,545.19	29,608.45	312,936.74	12,506.61
1-7-05-45 ASSESSOR				
1-7-05-45-44.00 Assessor Contracted Svs	43,500.00	0.00	43,500.00	0.00
Total ASSESSOR	43,500.00	0.00	43,500.00	0.00
1-7-05-60 REGIONAL				
1-7-05-60-05.00 County Tax	70,603.85	0.00	70,603.85	0.00
1-7-05-60-49.05 NW Regional Plan Comm Due	5,789.00	0.00	5,789.00	0.00
1-7-05-60-49.10 VLCT Dues	7,864.50	0.00	7,864.50	0.00
1-7-05-60-49.15 Other Dues	400.00	0.00	400.00	0.00
1-7-05-60-49.20 FCIDC Dues	1,500.00	0.00	1,500.00	0.00
Total REGIONAL	86,157.35	0.00	86,157.35	0.00
1-7-05-65 PARKS AND RECREATION				
1-7-05-65-22.05 Recreation Pool Exp.	10,000.00	1,866.00	8,134.00	0.00
1-7-05-65-64.00 Parks/Rec Community Event	11,000.00	0.00	11,000.00	0.00
1-7-05-65-88.00 P&R Transfer to Reserve	4,500.00	267.38	4,232.62	0.00
1-7-05-65-99.00 Parks/Rec Misc Expense	3,500.00	0.00	3,500.00	0.00

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Total PARKS AND RECREATION	29,000.00	2,133.38	26,866.62	0.00
1-7-05-70 LIBRARY				
1-7-05-70-10.00 Library Salaries	90,905.74	16,680.40	74,225.34	7,577.34
1-7-05-70-11.00 Library Social Security	6,954.29	1,187.76	5,766.53	541.60
1-7-05-70-12.00 Library Retirement	5,596.37	912.15	4,684.22	405.40
1-7-05-70-14.00 Library Health Insurance	20,042.04	3,376.34	16,665.70	1,706.16
1-7-05-70-14.05 Library HRA Funding	1,250.00	1,250.00	0.00	1,201.26
1-7-05-70-16.00 Library Dental Insurance	444.72	71.96	372.76	0.00
1-7-05-70-22.00 Library Supplies	700.00	0.00	700.00	0.00
1-7-05-70-22.05 Library Adult Books	4,700.00	0.00	4,700.00	0.00
1-7-05-70-22.10 Library Childrens Books	1,755.00	85.65	1,669.35	85.65
1-7-05-70-22.25 Young Adult Books	250.00	0.00	250.00	0.00
1-7-05-70-22.30 Library Interlibrary Loan	1,524.00	0.00	1,524.00	0.00
1-7-05-70-22.35 Library Online/Electronic	3,500.00	1,426.64	2,073.36	1,426.64
1-7-05-70-22.36 Library Tech Support	500.00	0.00	500.00	0.00
1-7-05-70-22.40 Library Copier Lease	1,250.00	0.00	1,250.00	0.00
1-7-05-70-44.00 Library Training/Workshop	500.00	0.00	500.00	0.00
1-7-05-70-44.05 Library Educational Progr	1,000.00	0.00	1,000.00	0.00
1-7-05-70-52.05 Library Prchse-Current yr	600.00	0.00	600.00	0.00
1-7-05-70-63.00 Library Equipment Repair	750.00	0.00	750.00	0.00
1-7-05-70-99.00 Library Misc Expense	788.00	0.00	788.00	0.00
Total LIBRARY	143,010.16	24,990.90	118,019.26	12,944.05
1-7-05-75 BENEFITS				
1-7-05-75-13.00 Unemployment	1,300.00	247.00	1,053.00	247.00
1-7-05-75-15.00 Insurance - Cobra	350.00	0.00	350.00	0.00
1-7-05-75-20.00 Worker Comp. Insurance	30,480.00	0.00	30,480.00	0.00
Total BENEFITS	32,130.00	247.00	31,883.00	247.00
1-7-05-80 CONSERVATION				
1-7-05-80-52.00 GCC Prchse - Current Yr	4,760.00	207.58	4,552.42	157.58
1-7-05-80-88.00 GCC Transfer to Reserve	13,000.00	5,000.00	8,000.00	0.00
1-7-05-80-88.05 GCC Transfer to General	0.00	267.38	-267.38	0.00
Total CONSERVATION	17,760.00	5,474.96	12,285.04	157.58
Total GENERAL GOVERNMENT	2,389,617.36	335,448.83	2,054,168.53	196,207.68
1-7-10 HIGHWAY				
1-7-10-05-10.05 Highway Labor	227,526.00	35,376.75	192,149.25	16,852.29
1-7-10-05-10.10 Highway OT Labor	78,500.00	19,044.60	59,455.40	5,647.25
1-7-10-05-10.11 Highway Social Security	23,410.99	3,588.07	19,822.92	1,555.58
1-7-10-05-10.12 Highway Retirement	26,517.96	4,005.03	22,512.93	1,768.98
1-7-10-05-10.13 Highway Ins. Benefits	89,513.76	10,055.66	79,458.10	5,027.83
1-7-10-05-10.14 Highway Ins Dental	1,778.88	287.84	1,491.04	143.92
1-7-10-05-10.16 Highway HSA	5,000.00	6,250.00	-1,250.00	0.00

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
1-7-10-05-45.05 Highway Training	0.00	300.00	-300.00	300.00
1-7-10-05-45.10 Road Marking	3,000.00	0.00	3,000.00	0.00
1-7-10-05-45.15 Paving/blacktop	45,000.00	1,239.04	43,760.96	0.00
1-7-10-05-55.05 Erosion Control	5,500.00	0.00	5,500.00	0.00
1-7-10-05-55.20 Processed Aggregate	36,000.00	9,395.50	26,604.50	8,276.92
1-7-10-05-55.30 Dust Control	14,000.00	0.00	14,000.00	0.00
1-7-10-05-55.35 State Permit Fee for Hwys	5,000.00	1,350.00	3,650.00	1,350.00
1-7-10-15-45.00 Tree/brush Removal	3,000.00	0.00	3,000.00	0.00
1-7-10-15-50.00 Roadside Main. - Con Serv	16,000.00	0.00	16,000.00	0.00
1-7-10-15-55.00 Roadsigns	4,000.00	0.00	4,000.00	0.00
1-7-10-20-55.00 Winter Sand/Salt	113,000.00	45,579.17	67,420.83	25,166.05
1-7-10-20-62.00 Winter Parts and Supplies	0.00	353.00	-353.00	353.00
1-7-10-25-55.05 Bridge/Culvert Materials	16,000.00	0.00	16,000.00	0.00
1-7-10-30-51.00 Fuels And Oils	57,000.00	21,511.61	35,488.39	12,322.52
1-7-10-30-52.20 Small Tools and Equipment	3,000.00	674.28	2,325.72	214.32
1-7-10-30-52.25 Hwy Equipment Rental	9,000.00	881.24	8,118.76	420.00
1-7-10-30-62.00 Hwy Parts & Supplies	23,500.00	5,552.40	17,947.60	4,355.89
1-7-10-30-62.10 2012 Backhoe	3,000.00	0.00	3,000.00	0.00
1-7-10-30-62.40 2017 Tandem	6,500.00	24.11	6,475.89	24.11
1-7-10-30-62.50 Grader	4,000.00	0.00	4,000.00	0.00
1-7-10-30-62.55 Roadside Mower	1,400.00	360.80	1,039.20	360.80
1-7-10-30-62.60 2020 Tandem	7,000.00	113.90	6,886.10	0.00
1-7-10-30-62.65 2018 Loader	3,000.00	103.98	2,896.02	103.98
1-7-10-30-62.70 2020 Kenworth	2,500.00	0.00	2,500.00	0.00
1-7-10-30-62.75 2013 International	3,000.00	235.35	2,764.65	0.00
1-7-10-30-62.80 2014 International	8,000.00	456.16	7,543.84	0.00
1-7-10-30-62.85 2020 GMC Sierra	2,000.00	300.00	1,700.00	0.00
1-7-10-30-62.90 2022 GMC Sierra	1,500.00	384.41	1,115.59	0.00
1-7-10-30-80.00 Equipment Loan Interest	1,848.03	0.00	1,848.03	0.00
1-7-10-30-80.10 2018 Loader	14,545.45	0.00	14,545.45	0.00
1-7-10-30-80.15 2020 GMC Truck	16,315.18	0.00	16,315.18	0.00
1-7-10-30-80.20 2020 International Tandem	13,110.00	0.00	13,110.00	0.00
1-7-10-30-80.25 Kenworth Plow Truck	14,306.27	0.00	14,306.27	0.00
1-7-10-40-18.00 Highway Uniforms/Boots	7,500.00	544.22	6,955.78	322.16
Total HIGHWAY	914,772.52	167,967.12	746,805.40	84,565.60
1-7-30-95 APPROPRIATIONS				
1-7-30-95-00.05 Age Well	550.00	0.00	550.00	0.00
1-7-30-95-00.55 St. Albans Watershed	2,000.00	0.00	2,000.00	0.00
1-7-30-95-00.65 Friends of No Lake Champl	3,000.00	0.00	3,000.00	0.00
1-7-30-95-00.75 Green-Up Vermont	350.00	0.00	350.00	0.00
1-7-30-95-00.85 NW Solid Waste	6,299.00	0.00	6,299.00	0.00
1-7-30-95-00.90 Georgia Historial Soc.	4,000.00	0.00	4,000.00	0.00
Total APPROPRIATIONS	16,199.00	0.00	16,199.00	0.00
Total Expenditures	3,320,588.88	504,027.06	2,816,561.82	281,384.39
Total General Fund	0.00	0.00	0.00	0.00

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Town of Georgia, Vermont General Ledger
Trial Balance - General Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures

=====				
Total Debits: 5,779,537.93 Total Credits: 5,779,537.93				

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Town of Georgia, Vermont General Ledger
Trial Balance - School Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance

2-1 WATERMAN FUND		
	-----	-----
Total WATERMAN FUND	0.00	0.00
	-----	-----
Total Asset	0.00	0.00
	-----	-----
Total Liability	0.00	0.00
	-----	-----
Total Fund Balance	0.00	0.00
	-----	-----
Total School Fund	0.00	0.00
	=====	=====

Total Debits: 0.00 Total Credits: 0.00

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Town of Georgia, Vermont General Ledger

Trial Balance - Impact Fees

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
3-1 IMPACT FEES		
3-1-00-00-00.00 Impact Fee Checking Acct	0.00	104,212.62
Total IMPACT FEES	0.00	104,212.62
Total Asset	0.00	104,212.62
3-2-05-20 ADMIN IMPACT FEES		
3-2-05-20-04.65 040-2105 Sandy Birch LLC	0.00	0.00
3-2-05-20-04.66 041-2105 Sandy Birch LLC	0.00	637.70
3-2-05-20-04.67 067-2106 Jackie Sawyer	0.00	221.00
3-2-05-20-04.68 024-2106 B & S Fogg	0.00	670.00
3-2-05-20-04.69 058-2106 CAX, LLC	0.00	670.00
3-2-05-20-04.70 059-2106 CAX, LLC	0.00	670.00
3-2-05-20-04.71 060-2106 CAX, LLC	0.00	670.00
3-2-05-20-04.72 065-2107 M & R Cadiuex	0.00	670.00
3-2-05-20-04.73 066-2107 Tim Reed Const.	0.00	670.00
3-2-05-20-04.74 073-2108 Tim Reed Const.	0.00	670.00
3-2-05-20-04.75 074-2109 M & C Boardman	0.00	670.00
3-2-05-20-04.76 083-2109 GreenPointe LLC	0.00	670.00
3-2-05-20-04.77 086-2110 CAX, LLC	0.00	670.00
3-2-05-20-04.78 087-2110 CAX, LLC	0.00	670.00
3-2-05-20-04.79 088-2110 John Fox	0.00	221.00
3-2-05-20-04.80 091-2110 Tim Reed Const.	0.00	670.00
3-2-05-20-04.81 094-2110 Stacey Ring	0.00	221.00
3-2-05-20-04.82 001-2201 Tim Reed Const	0.00	670.00
3-2-05-20-04.83 004-2202 R & T Hardy	0.00	670.00
3-2-05-20-04.84 005-2202 R McCarthy	0.00	670.00
3-2-05-20-04.85 006-2202 K Bosenberg	0.00	670.00
3-2-05-20-04.86 007-2203 Tim Reed Const	0.00	670.00
3-2-05-20-04.87 009-2203 M Flock	0.00	670.00
3-2-05-20-04.88 012-2203 CAX LLC	0.00	670.00
3-2-05-20-04.89 013-2203 CAX LLC	0.00	670.00
3-2-05-20-04.90 014-2203 CAX LLC	0.00	670.00
3-2-05-20-04.91 015-2203 CAX LLC	0.00	670.00
3-2-05-20-04.92 028-2204 GreenPointe LLC	0.00	670.00
3-2-05-20-04.93 034-2205 Tim Reed Const.	0.00	670.00
3-2-05-20-04.94 054-2206 Tim Reed Const.	0.00	670.00
3-2-05-20-04.95 055-2206 Tim Reed Const.	0.00	670.00
3-2-05-20-04.96 088-2211 Wyeth Shamp	0.00	670.00
3-2-05-20-05.01 042-2306 A&L Tatro	0.00	221.00
3-2-05-20-05.02 046-2307 Wells/ Boucher	0.00	670.00
3-2-05-20-05.03 048-2307 K. Bouthilette	0.00	221.00
3-2-05-20-05.04 050-2307 T. Forsyth	0.00	670.00
3-2-05-20-05.05 051-2307 M. Beatrice	0.00	670.00
3-2-05-20-05.06 052-2307 T. Rooney	0.00	670.00
3-2-05-20-05.07 057-2308 D. Vining	0.00	221.00
3-2-05-20-05.08 069-2309 Reno Vt. LLC	0.00	670.00
3-2-05-20-05.97 002-2301 Sandy Birch LLC	0.00	670.00
3-2-05-20-05.98 011-2303 Jeffrey Rossetti	0.00	670.00

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Town of Georgia, Vermont General Ledger

Trial Balance - Impact Fees

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Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
3-2-05-20-05.99 007-2303 T & S Tracy	0.00	670.00
3-2-05-20-06.00 027-2305 Jeffrey Nielsen	0.00	670.00
3-2-05-20-06.01 029-2305 Tim Reed Const.	0.00	670.00
3-2-05-20-99.00 Admin Accum Interest	0.00	3,166.15
Total ADMIN IMPACT FEES	0.00	29,919.85
3-2-05-36 FIRE IMPACT FEES		
3-2-05-36-04.82 001-2201 Tim Reed Const	0.00	692.25
3-2-05-36-04.83 004-2202 R & T Hardy	0.00	1,735.00
3-2-05-36-04.84 005-2202 R McCarthy	0.00	1,735.00
3-2-05-36-04.85 006-2202 K Bosenberg	0.00	1,735.00
3-2-05-36-04.86 007-2203 Tim Reed Const	0.00	1,735.00
3-2-05-36-04.87 009-2203 M Flock	0.00	1,735.00
3-2-05-36-04.88 012-2203 CAX LLC	0.00	1,735.00
3-2-05-36-04.89 013-2203 CAX LLC	0.00	1,735.00
3-2-05-36-04.90 014-2203 CAX LLC	0.00	1,735.00
3-2-05-36-04.91 015-2203 CAX LLC	0.00	1,735.00
3-2-05-36-04.92 028-2204 GreenPoint LLC	0.00	1,735.00
3-2-05-36-04.93 034-2205 Tim Reed Const.	0.00	1,735.00
3-2-05-36-04.94 054-2206 Tim Reed Const.	0.00	1,735.00
3-2-05-36-04.95 055-2206 Tim Reed Const.	0.00	1,735.00
3-2-05-36-04.96 088-2211 Wyeth Shamp	0.00	1,735.00
3-2-05-36-05.01 042-2306 A&L Tatro	0.00	573.00
3-2-05-36-05.02 046-2307 Wells/ Boucher	0.00	1,735.00
3-2-05-36-05.03 048-2307 K. Bouthillette	0.00	573.00
3-2-05-36-05.04 050-2307 T. Forsyth	0.00	1,735.00
3-2-05-36-05.05 051-2307 M. Beatrice	0.00	1,735.00
3-2-05-36-05.06 052-2307 T. Rooney	0.00	1,735.00
3-2-05-36-05.07 057-2308 D. Vining	0.00	573.00
3-2-05-36-05.08 069-2309 Reno Vt. LLC	0.00	1,735.00
3-2-05-36-05.97 002-2301 Sandy Birch LLC	0.00	1,735.00
3-2-05-36-05.98 011-2303 Jeffrey Rossetti	0.00	1,735.00
3-2-05-36-05.99 007-2303 T & S Tracy	0.00	1,735.00
3-2-05-36-06.00 027-2305 Jeffrey Nielsen	0.00	1,735.00
3-2-05-36-06.01 029-2305 Tim Reed Const.	0.00	1,735.00
3-2-05-36-99.00 Fire Accum. Interest	0.00	3,070.89
Total FIRE IMPACT FEES	0.00	47,122.14
3-2-05-38 1ST RESPONSE IMPACT FEES		
3-2-05-38-04.49 016-2005 T & H Cadieux	0.00	3.00
3-2-05-38-04.50 021-2005 M & J Leo	0.00	10.00
3-2-05-38-04.51 030-2006 Kathy Rabtoy	0.00	10.00
3-2-05-38-04.52 058-2007 M Bouthillette	0.00	10.00
3-2-05-38-04.53 073-2008 G Gilmond II	0.00	10.00
3-2-05-38-04.54 085-2009 NY Pinstripes	0.00	10.00
3-2-05-38-04.55 092-2010 K Rabtoy	0.00	10.00
3-2-05-38-04.56 098-2011 Tim Reed Const.	0.00	10.00
3-2-05-38-04.57 101-2011 G & M Sjoblom	0.00	10.00
3-2-05-38-04.58 103-2012 Tim Reed Const.	0.00	10.00

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Town of Georgia, Vermont General Ledger

Trial Balance - Impact Fees

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
3-2-05-38-04.59 102-2012 Tim Reed Const.	0.00	10.00
3-2-05-38-04.60 006-2102 Tim Reed Const	0.00	10.00
3-2-05-38-04.61 013-2103 Elderberry Lodge	0.00	3.00
3-2-05-38-04.62 016-2103 K & L Chagnon	0.00	10.00
3-2-05-38-04.63 017-2103 Mark Ledoux	0.00	3.00
3-2-05-38-04.64 023-2104 Chelsea Howard	0.00	3.00
3-2-05-38-04.65 040-2105 Sandy Birch LLC	0.00	10.00
3-2-05-38-04.66 041-2105 Sandy Birch LLC	0.00	10.00
3-2-05-38-04.67 067-2106 Jackie Sawyer	0.00	3.00
3-2-05-38-04.68 024-2106 B & S Fogg	0.00	10.00
3-2-05-38-04.69 058-2106 CAX, LLC	0.00	10.00
3-2-05-38-04.70 059-2106 CAX, LLC	0.00	10.00
3-2-05-38-04.71 060-2106 CAX, LLC	0.00	10.00
3-2-05-38-04.72 065-2107 M & R Cadiuex	0.00	10.00
3-2-05-38-04.73 066-2107 Tim Reed Const.	0.00	10.00
3-2-05-38-04.74 073-2108 Tim Reed Const.	0.00	10.00
3-2-05-38-04.75 074-2109 M & C Boardman	0.00	10.00
3-2-05-38-04.76 083-2109 GreenPointe LLC	0.00	10.00
3-2-05-38-04.77 086-2110 CAX, LLC	0.00	10.00
3-2-05-38-04.78 087-2110 CAX, LLC	0.00	10.00
3-2-05-38-04.79 088-2110 John Fox	0.00	3.00
3-2-05-38-04.80 091-2110 Tim Reed Const.	0.00	10.00
3-2-05-38-04.81 094-2110 Stacey Ring	0.00	3.00
3-2-05-38-04.82 001-2201 Tim Reed Const	0.00	10.00
3-2-05-38-04.83 004-2202 R & T Hardy	0.00	10.00
3-2-05-38-04.84 005-2202 R McCarthy	0.00	10.00
3-2-05-38-04.85 006-2202 K Bosenberg	0.00	10.00
3-2-05-38-04.86 007-2203 Tim Reed Const	0.00	10.00
3-2-05-38-04.87 009-2203 M Flock	0.00	10.00
3-2-05-38-04.88 012-2203 CAX LLC	0.00	10.00
3-2-05-38-04.89 013-2203 CAX LLC	0.00	10.00
3-2-05-38-04.90 014-2203 CAX LLC	0.00	10.00
3-2-05-38-04.91 015-2203 CAX LLC	0.00	10.00
3-2-05-38-04.92 028-2204 GreenPointe LLC	0.00	10.00
3-2-05-38-04.93 034-2205 Tim Reed Const.	0.00	10.00
3-2-05-38-04.94 054-2206 Tim Reed Const.	0.00	10.00
3-2-05-38-04.95 055-2206 Tim Reed Const.	0.00	10.00
3-2-05-38-04.96 088-2211 Wyeth Shamp	0.00	10.00
3-2-05-38-05.01 042-2306 A&L Tatro	0.00	3.00
3-2-05-38-05.02 046-2307 Wells/ Boucher	0.00	10.00
3-2-05-38-05.03 048-2307 K. Bouthilette	0.00	3.00
3-2-05-38-05.04 050-2307 T. Forsyth	0.00	10.00
3-2-05-38-05.05 051-2307 M. Beatrice	0.00	10.00
3-2-05-38-05.06 052-2307 T. Rooney	0.00	10.00
3-2-05-38-05.07 057-2308 D. Vining	0.00	3.00
3-2-05-38-05.08 069-2309 Reno Vt. LLC	0.00	10.00
3-2-05-38-05.97 002-2301 Sandy Birch. LLC	0.00	10.00
3-2-05-38-05.98 011-2303 Jeffrey Rossetti	0.00	10.00
3-2-05-38-05.99 007-2303 T & S Tracy	0.00	10.00
3-2-05-38-06.00 027-2305 Jeffrey Nielsen	0.00	10.00
3-2-05-38-06.01 029-2305 Tim Reed Const.	0.00	10.00

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Town of Georgia, Vermont General Ledger

Trial Balance - Impact Fees

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
3-2-05-38-99.00 First Response Interest	0.00	6.44
Total 1ST RESPONSE IMPACT FEES	0.00	546.44
3-2-05-65 PARKS & REC IMPACT FEES		
3-2-05-65-04.46 068-1911 Tim Reed Const.	0.00	211.11
3-2-05-65-04.47 070-1911 B & H Thweatt	0.00	339.00
3-2-05-65-04.48 075-1912 CAX LLC	0.00	339.00
3-2-05-65-04.49 016-2005 T & H Cadieux	0.00	112.00
3-2-05-65-04.50 021-2005 M & J Leo	0.00	340.00
3-2-05-65-04.51 030-2006 Kathy Rabtoy	0.00	340.00
3-2-05-65-04.52 058-2007 M Bouthillette	0.00	340.00
3-2-05-65-04.53 073-2008 G Gilmond III	0.00	340.00
3-2-05-65-04.54 085-2009 NY Pinstripes	0.00	340.00
3-2-05-65-04.55 092-2010 K Rabtoy	0.00	340.00
3-2-05-65-04.56 098-2011 Tim Reed Const.	0.00	340.00
3-2-05-65-04.57 101-2011 G & M Sjolom	0.00	340.00
3-2-05-65-04.58 103-2012 Tim Reed Const.	0.00	340.00
3-2-05-65-04.59 102-2012 Tim Reed Const.	0.00	340.00
3-2-05-65-04.60 006-2102 Tim Reed Const	0.00	340.00
3-2-05-65-04.61 013-2103 Elderberry Lodge	0.00	112.00
3-2-05-65-04.62 016-2103 K & L Chagnon	0.00	340.00
3-2-05-65-04.63 017-2103 Mark Ledoux	0.00	112.00
3-2-05-65-04.64 023-2104 Chelsea Howard	0.00	112.00
3-2-05-65-04.65 040-2105 Sandy Birch LLC	0.00	340.00
3-2-05-65-04.66 041-2105 Sandy Birch LLC	0.00	340.00
3-2-05-65-04.67 067-2106 Jackie Sawyer	0.00	112.00
3-2-05-65-04.68 024-2106 B & S Fogg	0.00	340.00
3-2-05-65-04.69 058-2106 CAX, LLC	0.00	340.00
3-2-05-65-04.70 059-2106 CAX, LLC	0.00	340.00
3-2-05-65-04.71 060-2106 CAX, LLC	0.00	340.00
3-2-05-65-04.72 065-2107 M & R Cadiuex	0.00	340.00
3-2-05-65-04.73 066-2107 Tim Reed Const.	0.00	340.00
3-2-05-65-04.74 073-2108 Tim Reed Const.	0.00	340.00
3-2-05-65-04.75 074-2109 M & C Boardman	0.00	340.00
3-2-05-65-04.76 083-2109 GreenPointe LLC	0.00	340.00
3-2-05-65-04.77 086-2110 CAX, LLC	0.00	340.00
3-2-05-65-04.78 087-2110 CAX, LLC	0.00	340.00
3-2-05-65-04.79 088-2110 John Fox	0.00	112.00
3-2-05-65-04.80 091-2110 Tim Reed Const.	0.00	340.00
3-2-05-65-04.81 094-2110 Stacey Ring	0.00	112.00
3-2-05-65-04.82 001-2201 Tim Reed Const	0.00	340.00
3-2-05-65-04.83 004-2202 R & T Hardy	0.00	340.00
3-2-05-65-04.84 005-2202 R McCarthy	0.00	340.00
3-2-05-65-04.85 006-2202 K Bosenberg	0.00	340.00
3-2-05-65-04.86 007-2203 Tim Reed Const	0.00	340.00
3-2-05-65-04.87 009-2203 M Flock	0.00	340.00
3-2-05-65-04.88 012-2203 CAX LLC	0.00	340.00
3-2-05-65-04.89 013-2203 CAX LLC	0.00	340.00
3-2-05-65-04.90 014-2203 CAX LLC	0.00	340.00
3-2-05-65-04.91 015-2203 CAX LLC	0.00	340.00

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Trial Balance - Impact Fees

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Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
3-2-05-65-04.92 028-2204 GreenPoint LLC	0.00	340.00
3-2-05-65-04.93 034-2205 Tim Reed Const.	0.00	340.00
3-2-05-65-04.94 054-2206 Tim Reed Const.	0.00	340.00
3-2-05-65-04.95 055-2206 Tim Reed Const.	0.00	340.00
3-2-05-65-04.96 088-2211 Wyeth Shamp	0.00	340.00
3-2-05-65-05.01 042-2306 A&L Tatro	0.00	112.00
3-2-05-65-05.02 046-2307 Wells/ Boucher	0.00	340.00
3-2-05-65-05.03 048-2307 K. Bouthilette	0.00	112.00
3-2-05-65-05.04 050-2307 T. Forsyth	0.00	340.00
3-2-05-65-05.05 051-2307 M. Beatrice	0.00	340.00
3-2-05-65-05.06 052-2307 T. Rooney	0.00	340.00
3-2-05-65-05.07 057-2308 D. Vining	0.00	112.00
3-2-05-65-05.08 069-2309 Reno Vt. LLC	0.00	340.00
3-2-05-65-05.97 002-2301 Sandy Birch, LLC	0.00	340.00
3-2-05-65-05.98 011-2303 Jeffrey Rossetti	0.00	340.00
3-2-05-65-05.99 007-2303 T & S Tracy	0.00	340.00
3-2-05-65-06.00 027-2305 Jeffrey Nielsen	0.00	340.00
3-2-05-65-06.01 029-2305 Tim Reed Const.	0.00	340.00
3-2-05-65-99.00 Parks Rec Accum Interest	0.00	701.92
Total PARKS & REC IMPACT FEES	0.00	20,051.03
3-2-05-70 LIBRARY IMPACT FEES		
3-2-05-70-99.00 Library Accum Interest	0.00	1.27
Total LIBRARY IMPACT FEES	0.00	1.27
3-2-10-30 HIGHWAY IMPACT FEES		
3-2-10-30-04.94 054-2206 Tim Reed Const.	0.00	63.59
3-2-10-30-04.95 055-2206 Tim Reed Const.	0.00	495.00
3-2-10-30-04.96 088-2211 Wyeth Shamp	0.00	495.00
3-2-10-30-05.01 042-2306 A&L Tatro	0.00	163.00
3-2-10-30-05.02 046-2307 Wells/ Boucher	0.00	495.00
3-2-10-30-05.03 048-2307 K. Bouthilette	0.00	163.00
3-2-10-30-05.04 050-2307 T. Rooney	0.00	495.00
3-2-10-30-05.05 051-2307 M. Beatrice	0.00	495.00
3-2-10-30-05.06 052-2307 T. Rooney	0.00	495.00
3-2-10-30-05.07 057-2308 D. Vining	0.00	163.00
3-2-10-30-05.08 069-2309 Reno Vt. LLC	0.00	495.00
3-2-10-30-05.97 002-2301 Tim Reed Const.	0.00	495.00
3-2-10-30-05.98 011-2303 Jeffrey Rossetti	0.00	495.00
3-2-10-30-05.99 007-2303 T & S Tracy	0.00	495.00
3-2-10-30-06.00 027-2305 Jeffrey Nielsen	0.00	495.00
3-2-10-30-06.01 029-2305 Tim Reed Const.	0.00	495.00
3-2-10-30-99.00 Highway Accum Interest	0.00	79.30
Total HIGHWAY IMPACT FEES	0.00	6,571.89
Total Liability	0.00	104,212.62

03/08/24
12:17 pm

Town of Georgia, Vermont General Ledger
Trial Balance - Impact Fees
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
-----	-----	-----
Total Fund Balance	0.00	0.00
-----	-----	-----
Total Impact Fees	0.00	0.00
	=====	=====

Total Debits: 104,212.62 Total Credits: 104,212.62

03/08/24
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Town of Georgia, Vermont General Ledger
Trial Balance - Long Term Loans
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
4-1 LONG TERM DEBT		
Total LONG TERM DEBT	0.00	0.00
Total Asset	0.00	0.00
4-2-00-30-00.28 2010 Fire Station (2030)	0.00	490,000.00
4-2-00-30-00.50 2019 Gilmond Land (2024)	0.00	16,739.32
4-2-00-30-00.55 2018 Loader Loan (2025)	0.00	29,429.38
4-2-00-30-00.60 2020 Kenworth Loan (2025)	0.00	29,667.64
4-2-00-30-00.65 2020 Tandem Loan (2024)	0.00	26,230.00
4-2-00-30-00.70 2005 Ladder Truck (2025)	0.00	50,821.22
4-2-00-30-00.75 2021 Hwy Garage (2041)	0.00	2,697,000.00
4-2-00-30-00.80 2020 GMC One-Ton (2024)	0.00	16,420.51
Total Liability	0.00	3,356,308.07
4-3-00-00-00.00 Fund Balance	0.00	-3,356,308.07
Total Fund Balance	0.00	-3,356,308.07
Total Long Term Loans	0.00	0.00

Total Debits: 3,356,308.07 Total Credits: 3,356,308.07

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Town of Georgia, Vermont General Ledger
Trial Balance - Fire Dept Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
5-1 FIRE DEPT RESERVE		
5-1-00-00-01.05 Due To/from Other Funds	0.00	130,083.99
Total FIRE DEPT RESERVE	0.00	130,083.99
Total Asset	0.00	130,083.99
5-3-00-00-00.00 Fund Balance	0.00	130,004.13
Total Fund Balance	0.00	130,004.13

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Town of Georgia, Vermont General Ledger
Trial Balance - Fire Dept Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue

5-6 FIRE DEPT REVENUE				
5-6-00-00-00.00 Fire Dept. Interest	0.00	79.86	-79.86	35.84

Total FIRE DEPT REVENUE	0.00	79.86	-79.86	35.84

Total Revenues	0.00	79.86	-79.86	35.84

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Town of Georgia, Vermont General Ledger
Trial Balance - Fire Dept Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
5-7 FIRE DEPT EXPENSES				
Total FIRE DEPT EXPENSES	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00
Total Fire Dept Reserve Fund	0.00	0.00	0.00	0.00

Total Debits: 130,083.99 Total Credits: 130,083.99

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Town of Georgia, Vermont General Ledger
Trial Balance - 1st Response Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
6-1 FIRST RESP RESERVE		
6-1-00-00-01.05 Due To/from Other Funds	0.00	9,477.67
Total FIRST RESP RESERVE	0.00	9,477.67
Total Asset	0.00	9,477.67
6-3-00-00-00.00 First Resonse Fund Balanc	0.00	9,471.85
Total Fund Balance	0.00	9,471.85

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Town of Georgia, Vermont General Ledger
Trial Balance - 1st Response Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue

6-6 FIRST RESP REVENUE				
6-6-00-00-00.00 GFR Interest Revenue	0.00	5.82	-5.82	2.61

Total FIRST RESP REVENUE	0.00	5.82	-5.82	2.61

Total Revenues	0.00	5.82	-5.82	2.61

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Town of Georgia, Vermont General Ledger
Trial Balance - 1st Response Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
6-7 FIRST RESP REVENUE				
Total FIRST RESP REVENUE	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00
Total 1st Response Reserve Fund	0.00	0.00	0.00	0.00

Total Debits: 9,477.67 Total Credits: 9,477.67

03/08/24
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Town of Georgia, Vermont General Ledger
Trial Balance - Parks & Rec Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
7-1 PARKS & RECREATION		
7-1-00-00-01.05 Due To/from Other Funds	0.00	38,749.92
Total PARKS & RECREATION	0.00	38,749.92
Total Asset	0.00	38,749.92
7-3-00-00-00.00 Parks & Rec Fund Balance	0.00	38,458.75
Total Fund Balance	0.00	38,458.75

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Town of Georgia, Vermont General Ledger
Trial Balance - Parks & Rec Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
7-6-00-00-00.00 Parks & Rec Interest Rev	0.00	23.79	-23.79	10.68
7-6-00-00-00.05 Parks Transfer in from GF	0.00	267.38	-267.38	0.00
Total Revenues	0.00	291.17	-291.17	10.68

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Town of Georgia, Vermont General Ledger
Trial Balance - Parks & Rec Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Parks & Rec Reserve Fund	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 38,749.92 Total Credits: 38,749.92

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Town of Georgia, Vermont General Ledger
Trial Balance - Library Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
8-1 LIBRARY RESERVE		
8-1-00-00-01.05 Due To/from Other Funds	0.00	15,312.52
Total LIBRARY RESERVE	0.00	15,312.52
Total Asset	0.00	15,312.52
8-3-00-00-00.00 Library Fund Balance	0.00	15,303.12
Total Fund Balance	0.00	15,303.12

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Town of Georgia, Vermont General Ledger

Trial Balance - Library Reserve Fund

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
8-6 LIBRARY REVENUE				
8-6-00-00-00.00 Library Interest Revenue	0.00	9.40	-9.40	4.22
Total LIBRARY REVENUE	0.00	9.40	-9.40	4.22
Total Revenues	0.00	9.40	-9.40	4.22
Total Library Reserve Fund	0.00	0.00	0.00	0.00

Total Debits: 15,312.52 Total Credits: 15,312.52

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Town of Georgia, Vermont General Ledger
Trial Balance - Conservation Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
9-1 GCC RESERVE FUND		
9-1-00-00-01.05 Due To/from Other Funds	0.00	127,232.11
Total GCC RESERVE FUND	0.00	127,232.11
Total Asset	0.00	127,232.11
9-3-00-00-00.00 Fund Balance	0.00	122,154.00
Total Fund Balance	0.00	122,154.00

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Town of Georgia, Vermont General Ledger
 Trial Balance - Conservation Reserve Fund
 Current Year - Period 2 Feb

Section 9. Item #B. 0
 GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
9-6 GCC RESERVE REV				
9-6-00-00-00.00 GCC Reserve Fund Int.	0.00	78.11	-78.11	35.05
9-6-00-00-00.05 GCC Transfer in From GF	0.00	5,000.00	-5,000.00	0.00
Total GCC RESERVE REV	0.00	5,078.11	-5,078.11	35.05
Total Revenues	0.00	5,078.11	-5,078.11	35.05

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Town of Georgia, Vermont General Ledger
 Trial Balance - Conservation Reserve Fund
 Current Year - Period 2 Feb

Section 9. Item #B. 0
 GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
<hr/>				
9-7 GCC RESERVE EXP.				
Total GCC RESERVE EXP.	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00
Total Conservation Reserve Fund	0.00	0.00	0.00	0.00
	=====	=====	=====	=====

Total Debits: 127,232.11 Total Credits: 127,232.11

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Town of Georgia, Vermont General Ledger
Trial Balance - Conservation General Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
A-1 GCC GENERAL FUND		
A-1-00-00-01.05 Due To/from Other Funds	0.00	47,248.37
Total GCC GENERAL FUND	0.00	47,248.37
Total Asset	0.00	47,248.37
A-3-00-00-00.00 Fund Balance	0.00	46,951.98
Total Fund Balance	0.00	46,951.98

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Town of Georgia, Vermont General Ledger
 Trial Balance - Conservation General Fund
 Current Year - Period 2 Feb

Section 9. Item #B. 0
 GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
A-6 GCC GEN FUND REVENUE				
A-6-00-00-00.00 GCC General Fund Int.	0.00	29.01	-29.01	13.02
A-6-00-00-00.05 Transfer In from Gen Fund	0.00	267.38	-267.38	0.00
Total GCC GEN FUND REVENUE	0.00	296.39	-296.39	13.02
Total Revenues	0.00	296.39	-296.39	13.02

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Town of Georgia, Vermont General Ledger
 Trial Balance - Conservation General Fund
 Current Year - Period 2 Feb

Section 9. Item #B. 0
 GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
A-7 GCC GEN FUND EXPENSE				
Total GCC GEN FUND EXPENSE	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00
Total Conservation General Fund	0.00	0.00	0.00	0.00

Total Debits: 47,248.37 Total Credits: 47,248.37

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Town of Georgia, Vermont General Ledger
Trial Balance - Highway Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
B-1 HIGHWAY RESERVE FUND		
B-1-00-00-01.00 Highway Reserve Fund	0.00	135,251.72
Total HIGHWAY RESERVE FUND	0.00	135,251.72
Total Asset	0.00	135,251.72
B-3-00-00-00.00 Fund Balance	0.00	135,198.73
Total Fund Balance	0.00	135,198.73

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Town of Georgia, Vermont General Ledger
Trial Balance - Highway Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
B-6 HWY RESERVE REVENUE				
B-6-00-00-00.00 Highway Interest Revenue	0.00	52.99	-52.99	37.58
Total HWY RESERVE REVENUE	0.00	52.99	-52.99	37.58
Total Revenues	0.00	52.99	-52.99	37.58

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Town of Georgia, Vermont General Ledger
 Trial Balance - Highway Reserve Fund
 Current Year - Period 2 Feb

Section 9. Item #B. 0
 Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
B-7 HWY RESERVE EXPENSES				
Total HWY RESERVE EXPENSES	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00
Total Highway Reserve Fund	0.00	0.00	0.00	0.00

Total Debits: 135,251.72 Total Credits: 135,251.72

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Town of Georgia, Vermont General Ledger
Trial Balance - Planning Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
C-1 PLANNING RESERVE FUND		
C-1-00-00-01.05 Due To/from Other Funds	0.00	973.96
Total PLANNING RESERVE FUND	0.00	973.96
Total Asset	0.00	973.96
C-3-00-00-00.00 Fund Balance	0.00	13.57
C-3-00-00-00.05 Planning Fund Balance	0.00	959.79
Total Fund Balance	0.00	973.36

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Town of Georgia, Vermont General Ledger
Trial Balance - Planning Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
C-6 PLANNING REVENUE				
C-6-00-00-00.00 Planning Reserve Interest	0.00	0.60	-0.60	0.27
Total PLANNING REVENUE	0.00	0.60	-0.60	0.27
Total Revenues	0.00	0.60	-0.60	0.27
Total Planning Reserve Fund	0.00	0.00	0.00	0.00

Total Debits: 973.96 Total Credits: 973.96

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Town of Georgia, Vermont General Ledger
Trial Balance - Bridge Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
D-1 BRIDGE RESERVE FUND		
D-1-00-00-01.05 Due To/from Other Funds	0.00	183,949.13
Total BRIDGE RESERVE FUND	0.00	183,949.13
Total Asset	0.00	183,949.13
D-3-00-00-00.00 Fund Balance	0.00	183,836.20
Total Fund Balance	0.00	183,836.20

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Town of Georgia, Vermont General Ledger
Trial Balance - Bridge Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue

D-6 BRIDGE RESERVE REV				
D-6-00-00-00.00 Bridge Reserve Interest	0.00	112.93	-112.93	50.68

Total BRIDGE RESERVE REV	0.00	112.93	-112.93	50.68

Total Revenues	0.00	112.93	-112.93	50.68

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Town of Georgia, Vermont General Ledger
Trial Balance - Bridge Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures

D-7-10 BRIDGE RESERVE EXP.				

Total BRIDGE RESERVE EXP.	0.00	0.00	0.00	0.00

Total Expenditures	0.00	0.00	0.00	0.00

Total Bridge Fund	0.00	0.00	0.00	0.00
=====				

Total Debits: 183,949.13 Total Credits: 183,949.13

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Town of Georgia, Vermont General Ledger

Trial Balance - Admin Reserve Fund

Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
E-1 ADMIN RESERVE FUND		
E-1-00-00-01.05 Due To/from Other Funds	0.00	8,745.89
Total ADMIN RESERVE FUND	0.00	8,745.89
Total Asset	0.00	8,745.89
E-3-00-00-00.00 Fund Balance	0.00	3,306.18
E-3-00-00-00.01 Veterans Memorial Fund	0.00	5,434.34
Total Fund Balance	0.00	8,740.52

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Town of Georgia, Vermont General Ledger
Trial Balance - Admin Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
E-6 ADMIN RESERVE REV				
E-6-00-00-00.00 Admin Reserve Interest	0.00	5.37	-5.37	2.41
Total ADMIN RESERVE REV	0.00	5.37	-5.37	2.41
Total Revenues	0.00	5.37	-5.37	2.41

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Town of Georgia, Vermont General Ledger
Trial Balance - Admin Reserve Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Admin Reserve Fund	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 8,745.89 Total Credits: 8,745.89

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Town of Georgia, Vermont General Ledger
Trial Balance - Records Preservation Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
F-1 RECORDS PRESERVATION		
F-1-00-00-01.05 Due To/from Other Funds	0.00	79,538.67
Total RECORDS PRESERVATION	0.00	79,538.67
Total Asset	0.00	79,538.67
F-3-00-00-00.00 Fund Balance	0.00	78,046.16
Total Fund Balance	0.00	78,046.16

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Town of Georgia, Vermont General Ledger
Trial Balance - Records Preservation Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
F-6 RECORDS PRES REVENUE				
F-6-00-00-00.00 Records Pres Interest	0.00	48.51	-48.51	21.91
F-6-00-00-00.10 Recording Fees	0.00	1,444.00	-1,444.00	948.00
Total RECORDS PRES REVENUE	0.00	1,492.51	-1,492.51	969.91
Total Revenues	0.00	1,492.51	-1,492.51	969.91

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Town of Georgia, Vermont General Ledger
Trial Balance - Records Preservation Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Records Preservation Fund	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 79,538.67 Total Credits: 79,538.67

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Town of Georgia, Vermont General Ledger
Trial Balance - Reappraisal
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
G-1 REAPPRAISAL FUND		
G-1-00-00-01.05 Due To/from Other Funds	0.00	288,416.06
Total REAPPRAISAL FUND	0.00	288,416.06
Total Asset	0.00	288,416.06
G-3-00-00-00.00 Fund Balance	0.00	288,238.99
Total Fund Balance	0.00	288,238.99

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Town of Georgia, Vermont General Ledger
Trial Balance - Reappraisal
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
G-6-00-00-00.00 Reappraisal Interest	0.00	177.07	-177.07	79.46
Total Revenues	0.00	177.07	-177.07	79.46

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Town of Georgia, Vermont General Ledger
Trial Balance - Reappraisal
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
Total Reappraisal	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 288,416.06 Total Credits: 288,416.06

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Town of Georgia, Vermont General Ledger
Trial Balance - Paving Escrow
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
I-1-00-00-01.00 Paving Escrow Account	0.00	2,488.09
Total Asset	0.00	2,488.09
I-3-00-00-00.00 Paving Fund Balance	0.00	2,486.69
Total Fund Balance	0.00	2,486.69

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Town of Georgia, Vermont General Ledger
Trial Balance - Paving Escrow
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
I-6-00-00-00.00 Paving Fund Interest	0.00	1.40	-1.40	0.67
Total Revenues	0.00	1.40	-1.40	0.67

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Town of Georgia, Vermont General Ledger
Trial Balance - Paving Escrow
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Paving Escrow	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 2,488.09 Total Credits: 2,488.09

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Town of Georgia, Vermont General Ledger
Trial Balance - Cemetery Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
J-1-00-00-01.00 Cemetery Fund	0.00	27,810.53
Total Asset	0.00	27,810.53
J-3-00-00-00.00 Fund Balance	0.00	27,794.58
Total Fund Balance	0.00	27,794.58

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Town of Georgia, Vermont General Ledger
Trial Balance - Cemetery Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
J-6-00-00-00.00 Cemetery Fund Interest	0.00	15.95	-15.95	7.72
Total Revenues	0.00	15.95	-15.95	7.72

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Town of Georgia, Vermont General Ledger
Trial Balance - Cemetery Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Cemetery Fund	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 27,810.53 Total Credits: 27,810.53

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12:17 pm

Town of Georgia, Vermont General Ledger
Trial Balance - APRA Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
K-1-00-00-01.05 Due To/from Other Funds	0.00	1,059,098.67
Total Asset	0.00	1,059,098.67
K-3-00-00-00.00 Fund Balance	0.00	1,067,799.32
Total Fund Balance	0.00	1,067,799.32

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Town of Georgia, Vermont General Ledger
Trial Balance - APRA Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
K-6-00-00-00.00 ARPA Fund Interest	0.00	652.47	-652.47	292.53
Total Revenues	0.00	652.47	-652.47	292.53

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Town of Georgia, Vermont General Ledger
Trial Balance - APRA Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
K-7-05-20-00.20 NEMRC Training	0.00	660.00	-660.00	660.00
K-7-05-20-00.25 TOG Town Plan	0.00	6,899.00	-6,899.00	2,000.00
K-7-05-28 ARPA PUBLIC WORKS				
Total ARPA PUBLIC WORKS	0.00	0.00	0.00	0.00
K-7-05-36 ARPA Fire Department				
K-7-05-36-52.05 ARPA Turn out Gear	0.00	1,794.12	-1,794.12	1,794.12
Total ARPA Fire Department	0.00	1,794.12	-1,794.12	1,794.12
K-7-10 ARPA Highway Expenses				
Total ARPA Highway Expenses	0.00	0.00	0.00	0.00
Total Expenditures	0.00	9,353.12	-9,353.12	4,454.12
Total APRA Fund	0.00	0.00	0.00	0.00

Total Debits: 1,068,451.79 Total Credits: 1,068,451.79

03/08/24
12:17 pm

Town of Georgia, Vermont General Ledger
Trial Balance - Highway Garage Project
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
-----	-----	-----
Total Asset	0.00	0.00
-----	-----	-----
Total Fund Balance	0.00	0.00
-----	-----	-----

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Town of Georgia, Vermont General Ledger
Trial Balance - Highway Garage Project
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
-----	-----	-----	-----	-----
Total Revenues	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----

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Town of Georgia, Vermont General Ledger
Trial Balance - Highway Garage Project
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
-----	-----	-----	-----	-----
Total Expenditures	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Highway Garage Project	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 0.00 Total Credits: 0.00

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Town of Georgia, Vermont General Ledger
Trial Balance - Cemetery Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Balance
Total Asset	0.00	0.00
Total Fund Balance	0.00	0.00

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Town of Georgia, Vermont General Ledger
Trial Balance - Cemetery Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
-----	-----	-----	-----	-----
Total Revenues	0.00	0.00	0.00	0.00
-----	-----	-----	-----	-----
Total Cemetery Fund	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====

Total Debits: 0.00 Total Credits: 0.00

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Town of Georgia, Vermont General Ledger
Trial Balance - Grant Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Budget	Balance
Z-1-00-00-01.05 Due To/from Other Funds	0.00	100,255.54
Total Asset	0.00	100,255.54
Z-3-00-00-00.00 Fund Balance	0.00	96,024.99
Total Fund Balance	0.00	96,024.99

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Town of Georgia, Vermont General Ledger
Trial Balance - Grant Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
GeorgiaTreasurer

Account/Description	Estimated Revenue	Received To Date	Uncollected Balance	MTD Revenue
Z-6-05-70-52.24 NCSS Lib Grant Rev	0.00	2,000.00	-2,000.00	2,000.00
Z-6-05-70-52.32 National Library of Medic	0.00	3,180.00	-3,180.00	3,180.00
Z-6-05-80-00.01 GCC Fall Trails Revenue	0.00	7,270.00	-7,270.00	7,270.00
Total Revenues	0.00	12,450.00	-12,450.00	12,450.00

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Town of Georgia, Vermont General Ledger
Trial Balance - Grant Fund
Current Year - Period 2 Feb

Section 9. Item #B. 0
Georgia Treasurer

Account/Description	Budget	Expenditures	Balance	MTD Expenditures
Z-7-05-20 ADMIN GRANTS				
Total ADMIN GRANTS	0.00	0.00	0.00	0.00
Z-7-05-36 FIRE & RESCUE GRANTS				
Total FIRE & RESCUE GRANTS	0.00	0.00	0.00	0.00
Z-7-05-70 LIBRARY GRANTS				
Z-7-05-70-52.21 VT DOL Courier Grant	0.00	361.46	-361.46	361.46
Z-7-05-70-52.32 National Library of Medic	0.00	587.99	-587.99	587.99
Total LIBRARY GRANTS	0.00	949.45	-949.45	949.45
Z-7-05-80 CONSERVATION GRANTS				
Z-7-05-80-52.21 GCC Fall Trails So. Exp	0.00	7,270.00	-7,270.00	7,270.00
Total CONSERVATION GRANTS	0.00	7,270.00	-7,270.00	7,270.00
Total Expenditures	0.00	8,219.45	-8,219.45	8,219.45
Total Grant Fund	0.00	0.00	0.00	0.00

Total Debits: 108,474.99 Total Credits: 108,474.99

Total All Funds	0.00	0.00	0.00	0.00
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Grand Total Debits: 11,512,264.03 Grand Total Credits: 11,512,264.03

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
General Fund

Section 9. Item #B. 2
GeorgiaTreasurer

Account Curr Yr Pd 2 Feb
Actual

ASSET

1-1-00-00 CASH UNRESTRICTED

1-1-00-00-01.00 General Fund Checking	1,950,043.23
1-1-00-00-01.05 Due To/from Other Funds	-2,089,082.49
1-1-00-00-01.10 Cash Drawer	100.00
1-1-00-00-01.15 Cash/ CC/ BC In Transit	-10.00
1-1-00-00-01.25 Fire Dept Petty Cash	286.30
1-1-00-00-01.35 GCEC Donation Monies	4,022.50
1-1-00-00-01.40 TOG Online Payments	129.00

Total CASH UNRESTRICTED -----
-134,511.46

Total Asset -----
-134,511.46
=====

LIABILITY

1-2-00-00 ACCOUNTS PAYABLE

Total ACCOUNTS PAYABLE -----
0.00

1-2-00-05 PAYROLL

1-2-00-05-10.35 Dental Withholding	-214.68
1-2-00-05-10.36 Health Withholding	-79.45
1-2-00-05-10.37 Vision Withholding	-46.83
1-2-00-05-10.38 AFLAC Withholding	25.50

Total PAYROLL -----
-315.46

1-2-00-10 TAX RELATED

1-2-00-10-00.05 Due To Taxpayers	1,300.01
1-2-00-10-00.10 Tax Clearing Account	1,450.00

Total TAX RELATED -----
2,750.01

1-2-00-20 CASH RESTRICTED

1-2-00-20-10.86 Planning Legal Escrow	1,320.00
1-2-00-20-10.87 Paving/Sidewalk Escrow	4,675.00

Total CASH RESTRICTED -----
5,995.00

1-2-00-30 DUE TO SCHOOL

Total DUE TO SCHOOL -----
0.00

1-2-40 STATE OF VERMONT

1-2-40-20-10.05 State Of VT Dog Licenses	260.00
1-2-40-20-10.10 State Of VT Fish & Wildli	47.50

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
General Fund

Section 9. Item #B. 2
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

Total STATE OF VERMONT	307.50
Total Liability	8,737.05

FUND BALANCE	
1-3-00 FUND BALANCES	
1-3-00-00-00.00 Fund Balance	113,617.85
Total FUND BALANCES	113,617.85
Total Prior Years Fund Balance	113,617.85

Fund Balance Current Year	-256,866.36
Total Fund Balance	-143,248.51
Total Liability, Fund Balance	-134,511.46
=====	

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
School Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
2-1 WATERMAN FUND	

Total WATERMAN FUND	0.00

Total Asset	0.00
	=====
LIABILITY	

Total Liability	0.00

FUND BALANCE	

Total Prior Years Fund Balance	0.00

Fund Balance Current Year	0.00

Total Fund Balance	0.00

Total Liability, Fund Balance	0.00
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account Curr Yr Pd 2 Feb
Actual

ASSET

3-1 IMPACT FEES

3-1-00-00-00.00 Impact Fee Checking Acct 104,212.62

Total IMPACT FEES **104,212.62**

Total Asset **104,212.62**
=====

LIABILITY

3-2-05-20 ADMIN IMPACT FEES

3-2-05-20-04.66 041-2105 Sandy Birch LLC	637.70
3-2-05-20-04.67 067-2106 Jackie Sawyer	221.00
3-2-05-20-04.68 024-2106 B & S Fogg	670.00
3-2-05-20-04.69 058-2106 CAX, LLC	670.00
3-2-05-20-04.70 059-2106 CAX, LLC	670.00
3-2-05-20-04.71 060-2106 CAX, LLC	670.00
3-2-05-20-04.72 065-2107 M & R Cadiuex	670.00
3-2-05-20-04.73 066-2107 Tim Reed Const.	670.00
3-2-05-20-04.74 073-2108 Tim Reed Const.	670.00
3-2-05-20-04.75 074-2109 M & C Boardman	670.00
3-2-05-20-04.76 083-2109 GreenPointe LLC	670.00
3-2-05-20-04.77 086-2110 CAX, LLC	670.00
3-2-05-20-04.78 087-2110 CAX, LLC	670.00
3-2-05-20-04.79 088-2110 John Fox	221.00
3-2-05-20-04.80 091-2110 Tim Reed Const.	670.00
3-2-05-20-04.81 094-2110 Stacey Ring	221.00
3-2-05-20-04.82 001-2201 Tim Reed Const	670.00
3-2-05-20-04.83 004-2202 R & T Hardy	670.00
3-2-05-20-04.84 005-2202 R McCarthy	670.00
3-2-05-20-04.85 006-2202 K Bosenberg	670.00
3-2-05-20-04.86 007-2203 Tim Reed Const	670.00
3-2-05-20-04.87 009-2203 M Flock	670.00
3-2-05-20-04.88 012-2203 CAX LLC	670.00
3-2-05-20-04.89 013-2203 CAX LLC	670.00
3-2-05-20-04.90 014-2203 CAX LLC	670.00
3-2-05-20-04.91 015-2203 CAX LLC	670.00
3-2-05-20-04.92 028-2204 GreenPointe LLC	670.00
3-2-05-20-04.93 034-2205 Tim Reed Const.	670.00
3-2-05-20-04.94 054-2206 Tim Reed Const.	670.00
3-2-05-20-04.95 055-2206 Tim Reed Const.	670.00
3-2-05-20-04.96 088-2211 Wyeth Shamp	670.00
3-2-05-20-05.01 042-2306 A&L Tatro	221.00
3-2-05-20-05.02 046-2307 Wells/ Boucher	670.00
3-2-05-20-05.03 048-2307 K. Bouthilette	221.00
3-2-05-20-05.04 050-2307 T. Forsyth	670.00
3-2-05-20-05.05 051-2307 M. Beatrice	670.00
3-2-05-20-05.06 052-2307 T. Rooney	670.00

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account Curr Yr Pd 2 Feb
Actual

3-2-05-20-05.07 057-2308 D. Vining	221.00
3-2-05-20-05.08 069-2309 Reno Vt. LLC	670.00
3-2-05-20-05.97 002-2301 Sandy Birch LLC	670.00
3-2-05-20-05.98 011-2303 Jeffrey Rossetti	670.00
3-2-05-20-05.99 007-2303 T & S Tracy	670.00
3-2-05-20-06.00 027-2305 Jeffrey Nielsen	670.00
3-2-05-20-06.01 029-2305 Tim Reed Const.	670.00
3-2-05-20-99.00 Admin Accum Interest	3,166.15

Total ADMIN IMPACT FEES 29,919.85

3-2-05-36 FIRE IMPACT FEES

3-2-05-36-04.82 001-2201 Tim Reed Const	692.25
3-2-05-36-04.83 004-2202 R & T Hardy	1,735.00
3-2-05-36-04.84 005-2202 R McCarthy	1,735.00
3-2-05-36-04.85 006-2202 K Bosenberg	1,735.00
3-2-05-36-04.86 007-2203 Tim Reed Const	1,735.00
3-2-05-36-04.87 009-2203 M Flock	1,735.00
3-2-05-36-04.88 012-2203 CAX LLC	1,735.00
3-2-05-36-04.89 013-2203 CAX LLC	1,735.00
3-2-05-36-04.90 014-2203 CAX LLC	1,735.00
3-2-05-36-04.91 015-2203 CAX LLC	1,735.00
3-2-05-36-04.92 028-2204 GreenPoint LLC	1,735.00
3-2-05-36-04.93 034-2205 Tim Reed Const.	1,735.00
3-2-05-36-04.94 054-2206 Tim Reed Const.	1,735.00
3-2-05-36-04.95 055-2206 Tim Reed Const.	1,735.00
3-2-05-36-04.96 088-2211 Wyeth Shamp	1,735.00
3-2-05-36-05.01 042-2306 A&L Tatro	573.00
3-2-05-36-05.02 046-2307 Wells/ Boucher	1,735.00
3-2-05-36-05.03 048-2307 K. Bouthillette	573.00
3-2-05-36-05.04 050-2307 T. Forsyth	1,735.00
3-2-05-36-05.05 051-2307 M. Beatrice	1,735.00
3-2-05-36-05.06 052-2307 T. Rooney	1,735.00
3-2-05-36-05.07 057-2308 D. Vining	573.00
3-2-05-36-05.08 069-2309 Reno Vt. LLC	1,735.00
3-2-05-36-05.97 002-2301 Sandy Birch LLC	1,735.00
3-2-05-36-05.98 011-2303 Jeffrey Rossetti	1,735.00
3-2-05-36-05.99 007-2303 T & S Tracy	1,735.00
3-2-05-36-06.00 027-2305 Jeffrey Nielsen	1,735.00
3-2-05-36-06.01 029-2305 Tim Reed Const.	1,735.00
3-2-05-36-99.00 Fire Accum. Interest	3,070.89

Total FIRE IMPACT FEES 47,122.14

3-2-05-38 1ST RESPONSE IMPACT FEES

3-2-05-38-04.49 016-2005 T & H Cadieux	3.00
3-2-05-38-04.50 021-2005 M & J Leo	10.00
3-2-05-38-04.51 030-2006 Kathy Rabtoy	10.00
3-2-05-38-04.52 058-2007 M Bouthillette	10.00
3-2-05-38-04.53 073-2008 G Gilmond II	10.00

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account	Curr Yr Pd	2 Feb
		Actual
3-2-05-38-04.54 085-2009 NY Pinstripes		10.00
3-2-05-38-04.55 092-2010 K Rabtoy		10.00
3-2-05-38-04.56 098-2011 Tim Reed Const.		10.00
3-2-05-38-04.57 101-2011 G & M Sjoblom		10.00
3-2-05-38-04.58 103-2012 Tim Reed Const.		10.00
3-2-05-38-04.59 102-2012 Tim Reed Const.		10.00
3-2-05-38-04.60 006-2102 Tim Reed Const		10.00
3-2-05-38-04.61 013-2103 Elderberry Lodge		3.00
3-2-05-38-04.62 016-2103 K & L Chagnon		10.00
3-2-05-38-04.63 017-2103 Mark Ledoux		3.00
3-2-05-38-04.64 023-2104 Chelsea Howard		3.00
3-2-05-38-04.65 040-2105 Sandy Birch LLC		10.00
3-2-05-38-04.66 041-2105 Sandy Birch LLC		10.00
3-2-05-38-04.67 067-2106 Jackie Sawyer		3.00
3-2-05-38-04.68 024-2106 B & S Fogg		10.00
3-2-05-38-04.69 058-2106 CAX, LLC		10.00
3-2-05-38-04.70 059-2106 CAX, LLC		10.00
3-2-05-38-04.71 060-2106 CAX, LLC		10.00
3-2-05-38-04.72 065-2107 M & R Cadiuex		10.00
3-2-05-38-04.73 066-2107 Tim Reed Const.		10.00
3-2-05-38-04.74 073-2108 Tim Reed Const.		10.00
3-2-05-38-04.75 074-2109 M & C Boardman		10.00
3-2-05-38-04.76 083-2109 GreenPointe LLC		10.00
3-2-05-38-04.77 086-2110 CAX, LLC		10.00
3-2-05-38-04.78 087-2110 CAX, LLC		10.00
3-2-05-38-04.79 088-2110 John Fox		3.00
3-2-05-38-04.80 091-2110 Tim Reed Const.		10.00
3-2-05-38-04.81 094-2110 Stacey Ring		3.00
3-2-05-38-04.82 001-2201 Tim Reed Const		10.00
3-2-05-38-04.83 004-2202 R & T Hardy		10.00
3-2-05-38-04.84 005-2202 R McCarthy		10.00
3-2-05-38-04.85 006-2202 K Bosenberg		10.00
3-2-05-38-04.86 007-2203 Tim Reed Const		10.00
3-2-05-38-04.87 009-2203 M Flock		10.00
3-2-05-38-04.88 012-2203 CAX LLC		10.00
3-2-05-38-04.89 013-2203 CAX LLC		10.00
3-2-05-38-04.90 014-2203 CAX LLC		10.00
3-2-05-38-04.91 015-2203 CAX LLC		10.00
3-2-05-38-04.92 028-2204 GreenPoint LLC		10.00
3-2-05-38-04.93 034-2205 Tim Reed Const.		10.00
3-2-05-38-04.94 054-2206 Tim Reed Const.		10.00
3-2-05-38-04.95 055-2206 Tim Reed Const.		10.00
3-2-05-38-04.96 088-2211 Wyeth Shamp		10.00
3-2-05-38-05.01 042-2306 A&L Tatro		3.00
3-2-05-38-05.02 046-2307 Wells/ Boucher		10.00
3-2-05-38-05.03 048-2307 K. Bouthilette		3.00
3-2-05-38-05.04 050-2307 T. Forsyth		10.00
3-2-05-38-05.05 051-2307 M. Beatrice		10.00
3-2-05-38-05.06 052-2307 T. Rooney		10.00
3-2-05-38-05.07 057-2308 D. Vining		3.00

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account	Curr Yr Pd	2 Feb Actual
3-2-05-38-05.08 069-2309 Reno Vt. LLC		10.00
3-2-05-38-05.97 002-2301 Sandy Birch. LLC		10.00
3-2-05-38-05.98 011-2303 Jeffrey Rossetti		10.00
3-2-05-38-05.99 007-2303 T & S Tracy		10.00
3-2-05-38-06.00 027-2305 Jeffrey Nielsen		10.00
3-2-05-38-06.01 029-2305 Tim Reed Const.		10.00
3-2-05-38-99.00 First Response Interest		6.44
Total 1ST RESPONSE IMPACT FEES		546.44
3-2-05-65 PARKS & REC IMPACT FEES		
3-2-05-65-04.46 068-1911 Tim Reed Const.		211.11
3-2-05-65-04.47 070-1911 B & H Thweatt		339.00
3-2-05-65-04.48 075-1912 CAX LLC		339.00
3-2-05-65-04.49 016-2005 T & H Cadioux		112.00
3-2-05-65-04.50 021-2005 M & J Leo		340.00
3-2-05-65-04.51 030-2006 Kathy Rabtoy		340.00
3-2-05-65-04.52 058-2007 M Bouthillette		340.00
3-2-05-65-04.53 073-2008 G Gilmond III		340.00
3-2-05-65-04.54 085-2009 NY Pinstripes		340.00
3-2-05-65-04.55 092-2010 K Rabtoy		340.00
3-2-05-65-04.56 098-2011 Tim Reed Const.		340.00
3-2-05-65-04.57 101-2011 G & M Sjolom		340.00
3-2-05-65-04.58 103-2012 Tim Reed Const.		340.00
3-2-05-65-04.59 102-2012 Tim Reed Const.		340.00
3-2-05-65-04.60 006-2102 Tim Reed Const		340.00
3-2-05-65-04.61 013-2103 Elderberry Lodge		112.00
3-2-05-65-04.62 016-2103 K & L Chagnon		340.00
3-2-05-65-04.63 017-2103 Mark Ledoux		112.00
3-2-05-65-04.64 023-2104 Chelsea Howard		112.00
3-2-05-65-04.65 040-2105 Sandy Birch LLC		340.00
3-2-05-65-04.66 041-2105 Sandy Birch LLC		340.00
3-2-05-65-04.67 067-2106 Jackie Sawyer		112.00
3-2-05-65-04.68 024-2106 B & S Fogg		340.00
3-2-05-65-04.69 058-2106 CAX, LLC		340.00
3-2-05-65-04.70 059-2106 CAX, LLC		340.00
3-2-05-65-04.71 060-2106 CAX, LLC		340.00
3-2-05-65-04.72 065-2107 M & R Cadiuex		340.00
3-2-05-65-04.73 066-2107 Tim Reed Const.		340.00
3-2-05-65-04.74 073-2108 Tim Reed Const.		340.00
3-2-05-65-04.75 074-2109 M & C Boardman		340.00
3-2-05-65-04.76 083-2109 GreenPointe LLC		340.00
3-2-05-65-04.77 086-2110 CAX, LLC		340.00
3-2-05-65-04.78 087-2110 CAX, LLC		340.00
3-2-05-65-04.79 088-2110 John Fox		112.00
3-2-05-65-04.80 091-2110 Tim Reed Const.		340.00
3-2-05-65-04.81 094-2110 Stacey Ring		112.00
3-2-05-65-04.82 001-2201 Tim Reed Const		340.00
3-2-05-65-04.83 004-2202 R & T Hardy		340.00
3-2-05-65-04.84 005-2202 R McCarthy		340.00

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account	Curr Yr Pd	2 Feb Actual
3-2-05-65-04.85 006-2202 K Bosenberg		340.00
3-2-05-65-04.86 007-2203 Tim Reed Const		340.00
3-2-05-65-04.87 009-2203 M Flock		340.00
3-2-05-65-04.88 012-2203 CAX LLC		340.00
3-2-05-65-04.89 013-2203 CAX LLC		340.00
3-2-05-65-04.90 014-2203 CAX LLC		340.00
3-2-05-65-04.91 015-2203 CAX LLC		340.00
3-2-05-65-04.92 028-2204 GreenPoint LLC		340.00
3-2-05-65-04.93 034-2205 Tim Reed Const.		340.00
3-2-05-65-04.94 054-2206 Tim Reed Const.		340.00
3-2-05-65-04.95 055-2206 Tim Reed Const.		340.00
3-2-05-65-04.96 088-2211 Wyeth Shamp		340.00
3-2-05-65-05.01 042-2306 A&L Tatro		112.00
3-2-05-65-05.02 046-2307 Wells/ Boucher		340.00
3-2-05-65-05.03 048-2307 K. Bouthilette		112.00
3-2-05-65-05.04 050-2307 T. Forsyth		340.00
3-2-05-65-05.05 051-2307 M. Beatrice		340.00
3-2-05-65-05.06 052-2307 T. Rooney		340.00
3-2-05-65-05.07 057-2308 D. Vining		112.00
3-2-05-65-05.08 069-2309 Reno Vt. LLC		340.00
3-2-05-65-05.97 002-2301 Sandy Birch, LLC		340.00
3-2-05-65-05.98 011-2303 Jeffrey Rossetti		340.00
3-2-05-65-05.99 007-2303 T & S Tracy		340.00
3-2-05-65-06.00 027-2305 Jeffrey Nielsen		340.00
3-2-05-65-06.01 029-2305 Tim Reed Const.		340.00
3-2-05-65-99.00 Parks Rec Accum Interest		701.92
Total PARKS & REC IMPACT FEES		20,051.03
3-2-05-70 LIBRARY IMPACT FEES		
3-2-05-70-99.00 Library Accum Interest		1.27
Total LIBRARY IMPACT FEES		1.27
3-2-10-30 HIGHWAY IMPACT FEES		
3-2-10-30-04.94 054-2206 Tim Reed Const.		63.59
3-2-10-30-04.95 055-2206 Tim Reed Const.		495.00
3-2-10-30-04.96 088-2211 Wyeth Shamp		495.00
3-2-10-30-05.01 042-2306 A&L Tatro		163.00
3-2-10-30-05.02 046-2307 Wells/ Boucher		495.00
3-2-10-30-05.03 048-2307 K. Bouthilette		163.00
3-2-10-30-05.04 050-2307 T. Rooney		495.00
3-2-10-30-05.05 051-2307 M. Beatrice		495.00
3-2-10-30-05.06 052-2307 T. Rooney		495.00
3-2-10-30-05.07 057-2308 D. Vining		163.00
3-2-10-30-05.08 069-2309 Reno Vt. LLC		495.00
3-2-10-30-05.97 002-2301 Tim Reed Const.		495.00
3-2-10-30-05.98 011-2303 Jeffrey Rossetti		495.00
3-2-10-30-05.99 007-2303 T & S Tracy		495.00
3-2-10-30-06.00 027-2305 Jeffrey Nielsen		495.00

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Impact Fees

Section 9. Item #B. 6
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
-----	-----
3-2-10-30-06.01 029-2305 Tim Reed Const.	495.00
3-2-10-30-99.00 Highway Accum Interest	79.30

Total HIGHWAY IMPACT FEES	6,571.89

Total Liability	104,212.62

FUND BALANCE	

Total Prior Years Fund Balance	0.00

Fund Balance Current Year	0.00

Total Fund Balance	0.00

Total Liability, Fund Balance	104,212.62
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Long Term Loans

Section 9. Item #B. 1
GeorgiaTreasurer

Account Curr Yr Pd 2 Feb
Actual

ASSET

4-1 LONG TERM DEBT

Total LONG TERM DEBT -----
0.00

Total Asset -----
0.00
=====

LIABILITY

4-2-00-30-00.28 2010 Fire Station (2030)	490,000.00
4-2-00-30-00.50 2019 Gilmond Land (2024)	16,739.32
4-2-00-30-00.55 2018 Loader Loan (2025)	29,429.38
4-2-00-30-00.60 2020 Kenworth Loan (2025)	29,667.64
4-2-00-30-00.65 2020 Tandem Loan (2024)	26,230.00
4-2-00-30-00.70 2005 Ladder Truck (2025)	50,821.22
4-2-00-30-00.75 2021 Hwy Garage (2041)	2,697,000.00
4-2-00-30-00.80 2020 GMC One-Ton (2024)	16,420.51

Total Liability -----
3,356,308.07

FUND BALANCE

4-3-00-00-00.00 Fund Balance -----
-3,356,308.07

Total Prior Years Fund Balance -----
-3,356,308.07

Fund Balance Current Year -----
0.00

Total Fund Balance -----
-3,356,308.07

Total Liability, Fund Balance -----
0.00
=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Fire Dept Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account Curr Yr Pd 2 Feb
Actual

ASSET

5-1 FIRE DEPT RESERVE	
5-1-00-00-01.05 Due To/from Other Funds	130,083.99

Total FIRE DEPT RESERVE	130,083.99

Total Asset	130,083.99
	=====

FUND BALANCE

5-3-00-00-00.00 Fund Balance	130,004.13

Total Prior Years Fund Balance	130,004.13

Fund Balance Current Year	79.86

Total Fund Balance	130,083.99

Total Liability, Fund Balance	130,083.99
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
1st Response Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
ASSET	
6-1 FIRST RESP RESERVE	
6-1-00-00-01.05 Due To/from Other Funds	9,477.67

Total FIRST RESP RESERVE	9,477.67

Total Asset	9,477.67
	=====
FUND BALANCE	
6-3-00-00-00.00 First Resonse Fund Balanc	9,471.85

Total Prior Years Fund Balance	9,471.85

Fund Balance Current Year	5.82

Total Fund Balance	9,477.67

Total Liability, Fund Balance	9,477.67
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Parks & Rec Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
ASSET	
7-1 PARKS & RECREATION	
7-1-00-00-01.05 Due To/from Other Funds	38,749.92
Total PARKS & RECREATION	38,749.92
Total Asset	38,749.92
FUND BALANCE	
7-3-00-00-00.00 Parks & Rec Fund Balance	38,458.75
Total Prior Years Fund Balance	38,458.75
Fund Balance Current Year	291.17
Total Fund Balance	38,749.92
Total Liability, Fund Balance	38,749.92

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Library Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
ASSET	
8-1 LIBRARY RESERVE	
8-1-00-00-01.05 Due To/from Other Funds	15,312.52
Total LIBRARY RESERVE	15,312.52
Total Asset	15,312.52
FUND BALANCE	
8-3-00-00-00.00 Library Fund Balance	15,303.12
Total Prior Years Fund Balance	15,303.12
Fund Balance Current Year	9.40
Total Fund Balance	15,312.52
Total Liability, Fund Balance	15,312.52

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Conservation Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
ASSET	
9-1 GCC RESERVE FUND	
9-1-00-00-01.05 Due To/from Other Funds	127,232.11
Total GCC RESERVE FUND	127,232.11
Total Asset	127,232.11
FUND BALANCE	
9-3-00-00-00.00 Fund Balance	122,154.00
Total Prior Years Fund Balance	122,154.00
Fund Balance Current Year	5,078.11
Total Fund Balance	127,232.11
Total Liability, Fund Balance	127,232.11

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Conservation General Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual
ASSET	
A-1 GCC GENERAL FUND	
A-1-00-00-01.05 Due To/from Other Funds	47,248.37
Total GCC GENERAL FUND	47,248.37
Total Asset	47,248.37
FUND BALANCE	
A-3-00-00-00.00 Fund Balance	46,951.98
Total Prior Years Fund Balance	46,951.98
Fund Balance Current Year	296.39
Total Fund Balance	47,248.37
Total Liability, Fund Balance	47,248.37

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Highway Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
B-1 HIGHWAY RESERVE FUND	
B-1-00-00-01.00 Highway Reserve Fund	135,251.72

Total HIGHWAY RESERVE FUND	135,251.72

Total Asset	135,251.72
	=====
FUND BALANCE	
B-3-00-00-00.00 Fund Balance	135,198.73

Total Prior Years Fund Balance	135,198.73

Fund Balance Current Year	52.99

Total Fund Balance	135,251.72

Total Liability, Fund Balance	135,251.72
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Planning Reserve Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
C-1 PLANNING RESERVE FUND	
C-1-00-00-01.05 Due To/from Other Funds	973.96

Total PLANNING RESERVE FUND	973.96

Total Asset	973.96
	=====
FUND BALANCE	
C-3-00-00-00.00 Fund Balance	13.57
C-3-00-00-00.05 Planning Fund Balance	959.79

Total Prior Years Fund Balance	973.36

Fund Balance Current Year	0.60

Total Fund Balance	973.96

Total Liability, Fund Balance	973.96
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Bridge Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
D-1 BRIDGE RESERVE FUND	
D-1-00-00-01.05 Due To/from Other Funds	183,949.13

Total BRIDGE RESERVE FUND	183,949.13

Total Asset	183,949.13
	=====
FUND BALANCE	
D-3-00-00-00.00 Fund Balance	183,836.20

Total Prior Years Fund Balance	183,836.20

Fund Balance Current Year	112.93

Total Fund Balance	183,949.13

Total Liability, Fund Balance	183,949.13
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Admin Reserve Fund

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
E-1 ADMIN RESERVE FUND	
E-1-00-00-01.05 Due To/from Other Funds	8,745.89

Total ADMIN RESERVE FUND	8,745.89

Total Asset	8,745.89
	=====
FUND BALANCE	
E-3-00-00-00.00 Fund Balance	3,306.18
E-3-00-00-00.01 Veterans Memorial Fund	5,434.34

Total Prior Years Fund Balance	8,740.52

Fund Balance Current Year	5.37

Total Fund Balance	8,745.89

Total Liability, Fund Balance	8,745.89
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Records Preservation Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
F-1 RECORDS PRESERVATION	
F-1-00-00-01.05 Due To/from Other Funds	79,538.67

Total RECORDS PRESERVATION	79,538.67

Total Asset	79,538.67
	=====
FUND BALANCE	
F-3-00-00-00.00 Fund Balance	78,046.16

Total Prior Years Fund Balance	78,046.16

Fund Balance Current Year	1,492.51

Total Fund Balance	79,538.67

Total Liability, Fund Balance	79,538.67
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Reappraisal

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
G-1 REAPPRAISAL FUND	
G-1-00-00-01.05 Due To/from Other Funds	288,416.06

Total REAPPRAISAL FUND	288,416.06

Total Asset	288,416.06
	=====
FUND BALANCE	
G-3-00-00-00.00 Fund Balance	288,238.99

Total Prior Years Fund Balance	288,238.99

Fund Balance Current Year	177.07

Total Fund Balance	288,416.06

Total Liability, Fund Balance	288,416.06
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Paving Escrow

Section 9. Item #B. 1
GeorgiaTreasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
I-1-00-00-01.00 Paving Escrow Account	2,488.09

Total Asset	2,488.09
	=====
FUND BALANCE	
I-3-00-00-00.00 Paving Fund Balance	2,486.69

Total Prior Years Fund Balance	2,486.69

Fund Balance Current Year	1.40

Total Fund Balance	2,488.09

Total Liability, Fund Balance	2,488.09
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Cemetery Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
J-1-00-00-01.00 Cemetery Fund	27,810.53

Total Asset	27,810.53
	=====
FUND BALANCE	
J-3-00-00-00.00 Fund Balance	27,794.58

Total Prior Years Fund Balance	27,794.58

Fund Balance Current Year	15.95

Total Fund Balance	27,810.53

Total Liability, Fund Balance	27,810.53
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
APRA Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
K-1-00-00-01.05 Due To/from Other Funds	1,059,098.67

Total Asset	1,059,098.67
	=====
FUND BALANCE	
K-3-00-00-00.00 Fund Balance	1,067,799.32

Total Prior Years Fund Balance	1,067,799.32

Fund Balance Current Year	-8,700.65

Total Fund Balance	1,059,098.67

Total Liability, Fund Balance	1,059,098.67
	=====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Highway Garage Project

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	

Total Asset	0.00 =====
FUND BALANCE	

Total Prior Years Fund Balance	0.00 -----
Fund Balance Current Year	0.00 -----
Total Fund Balance	0.00 -----
Total Liability, Fund Balance	0.00 =====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Cemetery Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	

Total Asset	0.00 =====
FUND BALANCE	

Total Prior Years Fund Balance	0.00 -----
Fund Balance Current Year	0.00 -----
Total Fund Balance	0.00 -----
Total Liability, Fund Balance	0.00 =====

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Town of Georgia, Vermont General Ledger
Balance Sheet Current Year - Period 2 Feb
Grant Fund

Section 9. Item #B. 1
Georgia Treasurer

Account	Curr Yr Pd 2 Feb Actual

ASSET	
Z-1-00-00-01.05 Due To/from Other Funds	100,255.54

Total Asset	100,255.54
	=====
FUND BALANCE	
Z-3-00-00-00.00 Fund Balance	96,024.99

Total Prior Years Fund Balance	96,024.99

Fund Balance Current Year	4,230.55

Total Fund Balance	100,255.54

Total Liability, Fund Balance	100,255.54
	=====