



GEORGIA

VERMONT

Selectboard Regular Meeting Monday, August 29, 2024, at 4:30 PM Chris Letourneau Meeting Room and via Zoom Minutes

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmptVmE1MXZSaWZWVzVadz09>

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

- **Selectboard Present** – Carl Rosenquist Chair, Paul Jansen, Kristina Senna
- **Selectboard Zoom** – Devon Thomas Vice-Chair
- **Selectboard Absent** – Brian Dunsmore
- **Staff Present** – Cheryl Letourneau, Lori Hobart, Dawn Penney
- **Public Present** – Kyle Grenier
- **Public Zoom** – Ken Minck, William Lahaie
- **At 4:31 p.m.** – C. Rosenquist called the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. CHAIR UPDATE

4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- C. Rosenquist reported that P. Jansen wanted to talk about the plan for the next meeting agenda.
- C. Letourneau wanted to add a resolution to the agenda and two items to the Executive Session.
- P. Jansen made a motion to add these items to the agenda, K. Senna seconded. All in favor, motion carried.

5. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 08.12.2024

- K. Senna made a motion to approve the minutes with corrections from 08.12.2024, P. Jansen seconded. All in favor, motion carried.

B. Approval of Warrant # 25 & # 26

- K. Senna made a motion to approve Warrant # 25, P. Jansen seconded.
- There was a discussion. There was a request for a detailed account for the paving budget.
- All in favor of the warrant, motion carried.
- K. Senna made a motion to approve Warrant # 26, P. Jansen seconded. All in favor, motion carried.

6. PUBLIC COMMENT (For items not on agenda)

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

- William Lahaie wanted to address the selectboard with respect to Georgia having its own Zip Code.
 - W. Lahaie reported speaking to the postal service, and they recommended using what is called a “Preferred Last Line,” for the Town of Georgia. For this to go any further there must be a motion from the selectboard of the town.
 - P. Jansen made a motion to pursue a letter to the postal service to add a preferred last line, K. Senna seconded. All in favor, motion carried.
- Ken Minck stated he attended the meeting to see if the board wanted any information from him with respect to the grant for the Conservation Commission.
 - C. Letourneau asked if there was a match for the grant. K. Minck said there was not.
 - K. Senna made a motion to approve the Conservation Commission to apply for the grant, P. Jansen seconded. All in favor, motion carried.

7. CORRESPONDENCE

A. William Lahaie – Zip Code

- Discussion happened during Public Comment.

8. UNFINISHED BUSINESS

A. Personnel Policy

B. Sherwood Forest 3-Acre Rule

C. Town Electronic Signs

D. Fire Department Kiosk – Discussion Later Date

E. Ethics Policy – September Meeting

F. American Tower

G. Hazard Communication Policy

H. Vermont 250th Anniversary – Georgia Community Events Committee

I. Bridge #10

J. Old Stage Rd – Culvert

K. Docks

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

A. Grant Request for Conservation – Action to Approve

- Discussion happened during Public Comment

B. Regrowth Contract – Action to Approve

- C. Letourneau reported this being a continuation of the town plan/development regulations. P. Jansen asked if the selectboard will have the opportunity to weigh-in on the town plan, C. Letourneau confirmed.
- K. Senna made a motion to proceed with a contract not to exceed \$18,340 from regrowth planning, P. Jansen seconded. All in favor, motion carried.

C. Brick School House Upgrades – Review and Discuss

- K. Grenier said the Historical Society is looking to have an agreement with the Town of Georgia for making approved improvements to the building.
- C. Letourneau was asked to contact the attorney for a generic maintenance agreement that would work for all buildings.

D. Human Resources - Consultant

- C. Letourneau wants to know if the board wants someone to come in and do the Human Resources work or if they want someone to inform them what needs to be done. These are two different requests. The board would like someone to come in.
- The board asked C. Letourneau to reach out to NFP, Gallagher and Flynn and others concerning Human Resources.

E. Library Repairs - Discussion

- P. Jansen said he received an email from Terry Cleveland about improvements that need to be addressed at the library.
- During this discussion we found out there is a more detailed report from VIS for the Library building. K. Grenier reported he has a copy of the report from his time on the Selectboard. K. Grenier reported he will bring it in.
- There was a discussion on how to move forward and how it will be a part of the capital budget.

F. Evaluation Form – Approve Form for Use

- K. Senna reported she found an evaluation form online that they could use for the town administrator. Her thought was for everyone to fill out a copy and have the TA fill one out, they will schedule to have an executive session next meeting to discuss.

G. Bridge # 10 ACT 250

- C. Letourneau reached out to Vermont Transportation and spoke with John Wilkin, to see what information they had on bridge ten. John is looking into the original permitting of the bridge and will get back to Cheryl.

- C. Letourneau said Tyler Billingsley is asking for an answer on whether the selectboard is willing to shut down the whole road or if they want to leave one lane open. The board decided that C. Letourneau should tell Tyler Billingsley, the board is leaning toward saving money and shutting down the whole bridge.

H. Road Name – Approval of Road Name

- K. Senna made a motion to approve “Willow Way,” P. Jansen seconded. All in favor, motion carried.

I. Emergency Phone List

- The board advised the list to only include Water, GMP, and Philo, and add “in case of emergency call 911” to the bottom.

J. Historical Society email - Approve

- C. Letourneau said the Historical Society has requested a Town of Georgia email that they are willing to pay for.
- K. Senna made a motion to permit the Historical Society a Town of Georgia email address, P. Jansen seconded. All in favor, motion carried.

K. Resolution – Addition

- A resolution needs to be approved for the newspaper posting of the bond notice. There is a 10-day time limit for posting and it was posted within 14 days.
- This will be on the next meeting agenda.

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

A. Town Administrator

- Beach Rentals Policy
 - C. Letourneau said she believes we may need to update the policy. There was an issue during a celebration of a life event at the beach. P. Jansen said he was down there on Saturday, and he agreed something needs to be done to avoid this happening again.
 - It was requested for this to come back to the next meeting to give the Selectboard time to review practical solutions.
- Fire Department Well/Water Issues
 - C. Letourneau said the fire department continues to run out of water. There was a discussion about the pump needing to be replaced. The cost for a new pump is \$12,000.00. Todd is looking into having the old pump rebuilt.
 - K. Senna questioned having T. Cadieux be at a selectboard meeting if something like this happens so that he can explain these situations.
 - D. Thomas left the meeting at **6:21 p.m.**
- NRPC – 3-Acre Public Meeting
 - C. Letourneau said there is a public meeting planned and there will be more updates.
- Marking of Shut Offs - Update

- C. Letourneau asked T. Cadieux to come by and mark shut offs.

- Canon Copiers -

- C. Letourneau said both machines are up for renewal in December. She said the machine in the clerk's office works well and the one in the conference room has had issues since she started here.
- P. Jansen asked if we just need to get a service contract.
- K. Senna advised asking SymQuest what they had to offer. K. Grenier said he will inform C. Letourneau what they use.

B. Treasurer

- Bond Update

- Discussion on the resolution and bond. The Treasurer is working with banks for funding.

C. Buildings

D. Budget and Finance

- Capital Budget

- P. Jansen said they are going to start work on this next week.

E. Personnel

F. Public Works/Grounds/Recreation

- Beach Update
- Docks

G. Committees at the direction of the chair

11. OTHER

12. PLAN NEXT MEETING AGENDA

A. 09.11.2024 at 6:00 p.m.

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

- At **6:39 p.m.** - K. Senna made a motion to go into Executive Session, P. Jansen seconded.
- K. Senna made a motion to invite the town administrator into Executive Session, P. Jansen seconded. All in favor, motion carried.

A. Dog Bite Incident

- At **7:07 p.m.** – K. Senna made a motion to exit the Executive Session, P. Jansen seconded. All in favor, motion carried.
- Motions out of Executive Session. NONE

14. ADJOURN

- At **7:10 p.m.** – K. Senna made a motion to adjourn the meeting, P. Jansen seconded. All in favor, motion carried.

186 **TABLED ITEMS:**

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

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

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

DRAFT