



# GEORGIA VERMONT

## Selectboard Regular Meeting

Monday, March 11, 2024

Chris Letourneau Meeting Room and via Zoom

Minutes

6:00 p.m.

### Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

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

#### A. Call meeting to order by C. Letourneau

- **Selectboard Present** – Carl Rosenquist Chair, Devon Thomas Vice-Chair, Brian Dunsmore, Paul Jansen, Kristina Senna (Appointed)
- **Staff Present** – Cheryl Letourneau, Dawn Penney, April Edwards
- **Public Present** – Heather Dunsmore, Martha Jansen, Emily Johnson, Suzanna Brown, Michael McCarthy, Joe Buford, Gary Wright, Ken Minck, Mari Jo Hanbury, Doug Bergstrom
- **Public Zoom** – Jeremy Little, Jana Thuesen, Noah Lavalley, Shannon Jenkins, Frank Gore, Lori Hobart, Todd Cadieux, Sue Webster, Jen Kale, Sarah Savich
- **At 6:01 p.m.** – C. Letourneau called the meeting to order.

#### B. Pledge of Allegiance

#### C. Reorganization of the board

- B. Dunsmore nominated Carl Rosenquist as Selectboard Chair, D. Thomas seconded. All in favor, motion carried. C. Letourneau turned the meeting over to C. Rosenquist.

### 2. CHAIR UPDATE

### 3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- P. Jansen made a motion to approve the moving of 8F Review Selectboard member applicant letters to happen immediatly, B. Dunsmore seconded. All in favor, motion carried.

#### 8F Review Selectboard Member Applicant letters

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- Mary Jo Hanbury presented herself to the board.
  - Emily Johnson presented herself to the board.
  - Jeremy Little presented himself to the board.
  - Michael McCarthy presented himself to the board.
  - Kristina Senna presented herself to the board.
  - B. Dunsmore made a motion to go into Executive Session, P. Jansen seconded.
  - D. Thomas made a motion to invite the administrator and the board to discuss the selectboard candidates, P. Jansen seconded. All in favor, motion carried.
  - It is noted the board physically moved to the Clerk's Office for Executive Session.
  - The board exited Executive Session and physically moved back into the Chris Letourneau Meeting Room.
  - B. Dunsmore made a motion out of Executive Session to appoint Kristina Senna to the selectboard, D. Thomas seconded. All in favor, motion carried.
  - C. Letourneau swore K. Senna in.
  - P. Jansen nominated Devon Thomas for vice-chair, B. Dunsmore seconded. All in favor, motion carried.
  - P. Jansen nominated Dawn Penney to take minutes for the selectboard, B. Dunsmore seconded. All in favor, motion carried.
  - D. Thomas made a motion to nominate Gilles Rainville for the Development Review Board for a three-year term, B. Dunsmore seconded. All in favor, motion carried.
  - K. Senna made a motion to appoint Ric Nye as Tree Warden for a one-year term, D. Thomas seconded. All in favor, motion carried.
  - B. Dunsmore made a motion to nominate Carl Rosenquist and Kristina Senna as Selectboard Representatives to the Georgia Industrial Development Corporation for one-year terms, P. Jansen seconded. All in favor, motion carried.
  - P. Jansen made a motion to approve Candice Holbrook, Cheryl Letourneau, Dawn Penney, Jessica Fike, Matt Dow, Sarah Savich, Stacey Davis, and Kollene Caspers to the Georgia Community Events Committee for one-year terms, D. Thomas seconded. All in favor, motion carried.
  - K. Senna made a motion to appoint Deanna Never as Animal Control Officer and Jim Benson as Assistant Animal Control Officer for one-year terms, seconded by D. Thoams. All in favor, motion carried.
  - B. Dunsmore made a motion to appoint Kirk Waite and Carl Rosenquist as Georgia Representatives to Northwest Regional Planning Commission for one-year terms, P. Jansen seconded. All in favor, motion carried.
  - B. Dunsmore made a motion to appoint Suzanna Brown as a representative to the Northwest Regional Planning Commission Transportation Advisory Committee for a one-year term, D. Thomas seconded. All in favor, motion carried.
  - P. Jansen made a motion to appoint Zachary Burdick for a one-year term as a representative to the Northwest Communications Unified District (CUD), B. Dunsmore seconded. All in favor, motion carried.
  - K. Senna made a motion to appoint Ken Minck to a four-year term to the Conservation Commission, D. Thomas seconded. All in favor, motion carried.
  - P. Jansen made a motion to appoint Paul Lambert as the Georgia Representative to the Northwest Solid Waste District for a one-year term, B. Dunsmore seconded. All in favor, motion carried.

- 79 • P. Jansen made a motion to appoint the Selectboard Chair and the Selectboard Vice Chair as  
80 authorized Selectboard members to sign warrants for one-year terms, seconded by B.  
81 Dunsmore. All in favor, motion carried.
- 82 • B. Dunsmore made a motion to appoint Stitel, Page & Fletcher as the Town's primary legal  
83 council and Kimball & Storrow as Town's secondary legal council for a one-year term, K.  
84 Senna seconded. All in favor, motion carried.
- 85 • P. Jansen made a motion to have the St. Albans Messenger as the official paper for the  
86 Town of Georgia, with the County Courier to be used in an emergency basis only, D.  
87 Thomas seconded. All in favor, motion carried.
- 88 • P. Jansen made a motion to charge for town equipment at the State Agency of  
89 Transportation rate, unless it is a FEMA project, if it is a FEMA project, then FEMA rates  
90 will be charged, B. Dunsmore seconded. All in favor, motion carried.
- 91 • B. Dunsmore made a motion to set the Animal Control Fines based on the current fine  
92 schedule, P. Jansen seconded. All in favor, motion carried.
- 93 • B. Dunsmore made a motion to re-affirm the current Selectboard policies, rules of procedure  
94 and the meeting schedule of 2<sup>nd</sup> and 4th Mondays at 6:00 p.m. every month utilizing the  
95 agenda now in place, P. Jansen seconded. All in favor, motion carried.
- 96 • D. Thomas made a motion to re-affirm the Town of Georgia Ethics Policy, B. Dunsmore  
97 seconded. All in favor, motion carried.
- 98 • P. Jansen made a motion to re-appoint Hinman Assessments, LLC as the Town's Assessor  
99 for a one-year term; B. Dunsmore seconded. All in favor, motion carried.
- 100 • P. Jansen made a motion to set forth the following wages for Planning Commission,  
101 Development Review Board and Board of Civil Authority, compensation shall be set at  
102 \$20.00 per meeting attended as per policy that "Board members will not be paid for  
103 meetings where they are representing themselves or another party", seconded by B.  
104 Dunsmore. All in favor, motion carried.
- 105 • P. Jansen made a motion to appoint Terry Cleveland as the representative for the Veteran's  
106 Memorial responsible for the inspection and ordering of bricks, B. Dunsmore seconded. All  
107 in favor, motion carried.
- 108 • B. Dunsmore made a motion to have the Town Office, Maplefields, Town Library, and  
109 Georgia Market be the official posting places, P. Jansen seconded. All in favor, motion  
110 carried.
- 111 • K. Senna made a motion to set the wages for Moderator and Parliamentarian at minimum  
112 rate, P. Jansen seconded. All in favor, motion carried.

#### 113 4. SELECTBOARD MINUTES AND WARRANTS

##### 114 A. Approval of Selectboard Regular Meeting Minutes for 02.26.2024

- 115 • D. Thomas made a motion to approve the minutes, P. Jansen seconded. All in favor, motion  
116 carried.

##### 117 B. Approval of Warrants #6, #7 and #8

- 118 • K. Senna made a motion to approve Warrant #6, P. Jansen seconded. All in favor, motion  
119 carried.
- 120 • P. Jansen made a motion to approve Warrant #7, D. Thomas seconded. All in favor, motion  
121 carried.
- 122 • B. Dunsmore made a motion to approve Warrant #8, D. Thomas seconded. All in favor,  
123 motion carried.

- 124 • P. Jansen made a motion to approve payroll Warrant # 2024.0063.03.07, B. Dunsmore  
125 seconded. All in favor motion carried.

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

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

- 129 • Gary Wright spoke to the board about the possibility of billing to create an income for our  
130 fire department because of all the calls they answer on the highway both in and out of our  
131 town limits.
- 132 • Noah Lavallee spoke to the board about maintaining Bovat Rd and the possibility of using  
133 ARPA funds.
- 134 • Emily Johnson brought to the board a concern about the new garage and a change in use  
135 under the current wastewater permit.
- 136 • Ken Minck brought a concern to the board about page 35 of the Town Report.

137 **6. CORRESPONDENCE**

138 **7. UNFINISHED BUSINESS**

- 139 • C. Rosenquist made a recommendation to the board to have P. Jansen and K. Senna to the  
140 finance committee, B. Dunsmore and D. Thomas to the Personnel Committee, P. Jansen and D.  
141 Thomas to the Buildings and Grounds Committee, and B. Dunsmore and K. Senna to the  
142 Recreation Committee. B. Dunsmore made that motion, K. Senna seconded. All in favor,  
143 motion carried.
- 144 A. Job descriptions
- 145 • It has been decided this will be the responsibility of the Personnel Committee.
- 146 B. Personnel Policy
- 147 • It has been decided this will be the responsibility of the Personnel Committee.
- 148 C. Ethics Policy
- 149 • It has been decided this will be the responsibility of the Personnel Committee.
- 150 D. Purchasing Policy
- 151 • It has been decided this will be the responsibility of the Finance Committee.
- 152 E. Cameras for Hwy Trucks
- 153 • It has been decided this will be the responsibility of the Finance Committee.
- 154 F. Bi-Weekly Payroll

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

156 A. Warning for Special Town Meeting - Action to accept warning with the revised budget article  
157 and Town budget by Australian ballot.

- 158 • C. Letourneau asked about having the meeting on 04.20.2024, that will be the aim.
- 159 • P. Jansen wanted the Article of the Town Budget going from Floor Vote to Australian  
160 Ballot to go back out for a vote again.
- 161 • C. Letourneau said she will try to get everything together and back for the meeting on  
162 Wednesday because it will need to be warned before Friday.

163 B. Joe Buford – Recreation

- 164 • J. Buford presented the board with grant opportunities that he has been missing out on  
165 because we do not have a Recreation Department.

- 166 C. Vermont Rockets - Action to waive beach fees.
- 167           • D. Thomas made a motion to waive the beach fees for the Vermont Rockets, P. Jansen
- 168           seconded. All in favor, motion carried.

169 D. Budget Discussion

- 170           • P. Jansen wanted to know what the number is so that they can agree on that they think
- 171           will be acceptable to the town. He wants impact fees to be used.
- 172           • Discussion was had on having department heads coming back to meeting with the
- 173           board, ARPA funds, Impact fees, funds going back into the general fund, comparing
- 174           formats, and revenue going down.

175 F. ARPA Funds Discussion

- 176           • Discussion was had on when funds had to be allocated and when they must be spent.

177 G. Review Selectboard member applicant letters.

- 178           • This was done earlier in the meeting.

179 **9. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES'**

180 **REPORTS**

181 A. Town Administrator

- 182           • Nothing additional to report.

183 B. Treasurer

- 184           • Nothing additional to report.

185 C. Buildings

- 186           • Nothing additional to report.

187 D. Budget and Finance

- 188           • Nothing additional to report.

189 E. Personnel

- 190           • Nothing additional to report.

191 F. Public Works/Grounds/Recreation

- 192           • Nothing additional to report.

193 H. Committees at the direction of the chair

- 194           • There are no committees in the direction of the chair.

195 **10. OTHER**

196 **11. PLAN NEXT MEETING AGENDA**

- 197 A. P. Jansen made a motion to have a Special Meeting on 03.13.2024, B. Dunsmore seconded.
- 198 All in favor, motion carried. \*Note – this happened earlier in the meeting.

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

- 200           • At **8:53 p.m.** - K. Senna made a motion to go into Executive Session, D. Thomas
- 201           seconded.
- 202           • D. Thomas made a motion to have the board go into Executive Session with the
- 203           Administrator and the Treasurer, K. Senna seconded. All in favor, motion carried.

204 A. Police Contract

205 B. NEMRC - KM

206 C. Personnel and Equipment

207 • At **9:10 p.m.** – P. Jansen made a motion to exit executive session, K. Senna seconded. All  
208 in favor, motion carried.

209 • It is noted there were no motions out of Executive Session.

210 **13. ADJOURN**

211 • At **9:15 p.m.** – P. Jansen made a motion to adjourn, D. Thomas seconded. All in favor,  
212 motion carried.

213 **TABLED ITEMS:**

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

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

218 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: [townofgeorgia.com](http://townofgeorgia.com)**