



GEORGIA VERMONT

Memo

To: Selectboard & Town Administrator
From: Kollene Caspers, Selectboard Clerk & Planning Commission Clerk
Date: 2/9/2026
Re: Policy and Ordinance Update

1. The draft **Procurement Policy** has been edited from VLCT's Model Policy, with all information taken from Georgia's Purchasing Policy. VLCT is instructing Towns to have a Procurement Policy in place for the approval of Federal grants. This was distributed at the January 26, 2026 Selectboard meeting.
2. The **Video Surveillance Policy** has been updated to include language giving the Public Works Director access to outdoor video cameras and change from monthly to daily maintenance checks. This was distributed at the January 26, 2026 meeting.
3. The **Sidewalk Ordinance** (2009) has been recommended for repeal at the January 26, 2026 Selectboard meeting.
4. The **Stump Dump Ordinance** (date unknown) had been recommended for repeal in 2023, given the Stump Dump is no longer in existence in the Town of Georgia (See June 6, 2023 Memo).
5. **Replacing Mailboxes** is not a policy and is recommended to be removed from the website. This paragraph is repeated verbatim in Section 5.2 of the Highway Department Winter Road Maintenance Plan Policy.
6. The **COVID-19 Safety & Health Work Plan** (2020) is not a policy, is no longer necessary for the health and safety of the community and was recommended to be removed from the website.
7. The **Fire Warden Policy and Procedure** (2008) is a job description and not a policy. It is recommended this be renamed and removed from the website.
8. The **Class 4 Roads** (1990), **Class 4 Road Agreement** (2008) and **Class 4 Road Improvement Guidelines** (2008) have been replaced by new road agreement drafts provided by the Town attorney in 2025. These are also considered part of the development process and not policy, recommended removed from the website.

9. The Planning Commission has reviewed the following Town of Georgia policies and ordinances at meetings held on November 25, 2025; January 13, 2026 and January 27, 2026 and have made recommendations for updating, removal or repeal:

Nov 25:

1. Social Media Policy (2020) - update
2. Tobacco Free Policy (2020) - update
3. Smoking Ordinance -update
4. Sidewalk Ordinance (2009) - repeal
5. Street Naming (1998) - update
6. Speed Limit Ordinance (2002) - update

Jan 13:

1. Motor Vehicle and Traffic Regulation Ordinance (2009) - update
2. Traffic Control Devices Policy - update
3. Fire Warden Policy & Procedure (2008) – Job description not policy, remove from website
4. Burn Ordinance - update
5. Covid 19- Safety and Health (2020) – Work plan, can be removed from website

Jan 27:

1. Street Naming Ordinance - update
2. Employee Animals in Municipal Buildings (2020) – update
3. Highway Department Winter Roads Maintenance Plan (2020) - update
4. Property Disposal (2020) - update
5. Injury Reporting Medical Treatment Incident Review (2019) - update

10. The Planning Commission will meet on February 10 to review:

1. Contaminated Soil Ordinance
2. Firearms Ordinance (1983)
3. Mass Gathering Ordinance (2017)
4. First Response to Infectious Disease Outbreak Policy (2020)
5. Assessor's Office (2007)