



# GEORGIA VERMONT

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

---

## Selectboard Regular Meeting Monday, June 10, 2024 at 6:00 PM Chris Letourneau Meeting Room and via Zoom Minutes

---

### Zoom Details:

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

Meeting ID: 616 584 3896 | Passcode: 5243524

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

### 1. CALL TO ORDER

- **Selectboard Present** - Carl Rosenquist Chair, Devon Thomas Vice-Chair, Paul Jansen, Kristina Senna
- **Selectboard Absent** - Brian Dunsmore
- **Staff Present** - Dawn Penney, Lori Hobart
- **Staff Zoom** - Cheryl Letourneau
- **Public Present** - Suzanna Brown, Marty Jansen, Heather Grimm, Fred Grimm
- **At 6:00 p.m.** - C. Rosenquist called the meeting to order.

### 2. CHAIR UPDATE

### 3. PLEDGE OF ALLEGIANCE

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

- P. Jansen asked the status of American Tower. He requested this to be put back on the next agenda.
- P. Jansen asked about a physical fitness grant. He had been hoping to hear more about it. C. Letourneau will investigate it and report back.

### 5. SELECTBOARD MINUTES AND WARRANTS

#### A. Approval of Selectboard Regular Meeting Minutes for 05.29.2024

- D. Thomas makes a motion to approve 05.29.2024 minutes with necessary corrections, K. Senna seconded.
- All in favor, motion carried.

#### B. Approval of Warrant #17

- 33 • K. Senna made a motion to approve Warrant #17, P. Jansen seconded.
- 34 • Discussion was had on items in the warrant.
- 35 • All in favor, motion carried.
- 36 • P. Jansen made a motion to add Warrant #18 to this agenda, K. Senna seconded. All in
- 37 favor, motion carried.
- 38 • This was added to approve payment for repairs to the GMC 2500 for the Highway
- 39 department.
- 40 • K. Senna made a motion to approve Warrant #18, P. Jansen seconded. All in favor,
- 41 motion carried.

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

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

#### 45 **7. CORRESPONDENCE**

#### 46 **8. UNFINISHED BUSINESS**

47 A. Bovat Rd

48 B. Sherwood Forest & Nottingham Dr for 3-acre Rule

- 49 • C. Rosenquist reported meeting with T. Cadieux, C. Letourneau, and Krebs and Lansing
- 50 at Forest Glen and Hidden Woods for a look at the 3-acre rule stormwater plan. Rob
- 51 Giroux is looking for a grant to help cover the plan. Updates will keep coming.

52 C. Job Descriptions

- 53 • D. Thomas said he will work on job descriptions more when B. Dunsmore gets back.

54 D. Personnel Policy

55 E. Ethics Policy

56 F. Enforcement Policy for Ordinances

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

58 A. Purchasing Policy Action to accept.

- 59 • K. Senna updated the Purchasing Policy.
- 60 • K. Senna spoke of additions that L. Hobart had put forward.
- 61 • K. Senna spoke of adding a statement to all our policies saying that, “we will not be in
- 62 violation of any state or federal laws”.
- 63 • K. Senna spoke of keeping grant and purchasing policies separate.
- 64 • C. Letourneau said we should also think of how we are going to move forward with
- 65 purchase orders.
- 66 • K. Senna said she will review a grant policy for the next meeting.
- 67 • P. Jansen requested bringing this back to the next meeting after the changes have been
- 68 made.

69 B. Tyler Billingsley - Bridge 10 - Action to approve and sign

- 70 • P. Jansen spoke with Tyler Billingsley and breaking the repair of the bridge into two
- 71 sections, with 2024 seeing structural repairs and resurfacing in 2025.

- 72                   • K. Senna made a motion to have the Chair sign the town into a contract with East  
73                   Engineering not to exceed \$5,000, D. Thomas seconded. All in favor, motion carried.
- 74 C. Paving Contract -FW Whitcom Paving will be providing paving services this year. Action to  
75 amend contract with "do not exceed" in the verbiage.
- 76                   • C. Letourneau reported that T. Cadieux requested the addition of the language of "do  
77                   not exceed" on the paving contract because the number came in higher than expected.
- 78                   • P. Jansen made a motion to approve the F.W. Whitcom's revised bid, K. Senna  
79                   seconded. All in favor, motion carried.
- 80 D. Benches at the beach - discussion
- 81                   • C. Letourneau reported that they cannot find an exact match for the benches that are  
82                   currently at the beach.
- 83                   • There was discussion on the type and style of bench the selectboard preferred. C.  
84                   Letourneau will bring back quotes to the next meeting.
- 85 E. Beach repair time frame - discussion
- 86                   • C. Letourneau said T. Cadieux has asked that we have all repairs that need to be done at  
87                   the beach during the time that the pavilion will be shut down between 07.08.2024 and  
88                   07.19.2024.
- 89                   • P. Jansen clarified the gate will not be closed during this time.
- 90                   • P. Jansen reported it is hard to find a contractor. He will continue to try and will  
91                   continue to update the board.
- 92 F. DRB Rules of Procedure and Conflict of Interest Policy - Action to approve
- 93                   • C. Letourneau was asked to bring the DRB Rules of Procedure and Conflict of Interest  
94                   Policy forward to the board. She was asking if the board wanted to have a separate  
95                   policy for the DRB or for them to use the same one as the town.
- 96                   • S. Brown said she thinks they should use this one until the selectboard gets one in  
97                   order. She reported that they are non-complaint until they sign one.
- 98                   • K. Senna asked if everyone must sign it.
- 99                   • S. Brown said the election of clerk does not need to be done because there is now a  
100                  hired zoning clerk responsible of that.
- 101                  • P. Jansen questioned "deliberative session" and how it reads. He also asked the  
102                  definition of "interested person".
- 103                  • K. Senna made a motion to allow the DRB to sign the DRB Rules of Procedure Policy  
104                  with addition of "interested persons" definition, D. Thomas seconded. All in favor,  
105                  motion carried.
- 106 G. Junk Ordinance Violation Warning - Approve
- 107                  • P. Jansen questioned the wording of the letter and how it sounds redundant.
- 108                  • S. Brown said they should take out the date, Mr. and Mrs., and Dear.
- 109                  • D. Thomas asked if this needs to be updated on any time basis.
- 110                  • It is decided that P. Jansen will meet with D. Bergstrom about possible changes and  
111                  bring the letter back to the selectboard for review.

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

114 A. Town Administrator

115 Library meeting with SB and Planning

- 116 • C. Letourneau reported that B. Stone has requested a meeting with Selectboard and
- 117 Planning to discuss the future of the library. P. Jansen asked if the library can bring
- 118 forward some dates. C. Letourneau reported that B. Stone would like to have everyone
- 119 together to discuss what part the library plays in the town plan.
- 120 • F. Grimm questioned why B. Stone does not go to a Planning Meeting.
- 121 • S. Brown said some of the questions that were on the town plan had to do with the
- 122 capital budget and she wants to know what that will look like.
- 123 • H. Grimm asked if that would be a board of trustees meeting with the selectboard and
- 124 not the librarian. C. Rosenquist agreed.
- 125 • K. Senna asked what questions were asked of the library. S. Brown reported, the
- 126 questions were about who uses it and their plans. C. Letourneau said B. Stone felt she
- 127 needed to be consulted when putting the town plan in place.
- 128 • P. Jansen said they will be meeting with all departments when they put the capital plan
- 129 together.
- 130 • F. Grimm said it should be the library trustees not the employee meeting.
- 131 • C. Rosenquist said they will get back to them when they come up with a plan for the
- 132 capital budget.

133 Library Furnace

- 134 • C. Letourneau said the library furnace had to be shut down. She said they are not clear
- 135 of the repairs that will be needed.

136 B. Treasurer

- 137 • L. Hobart will reach out to members of the board to start a Capital Budget Plan.

138 C. Buildings

139

140 D. Budget and Finance

141

142 E. Personnel

- 143 • D. Thomas is almost through the Personnel Policy.

144 F. Public Works/Grounds/Recreation

- 145 • C. Letourneau said she had not heard anything about tennis.

146 G. Committees at the direction of the chair

147 **11. OTHER**

148 **12. PLAN NEXT MEETING AGENDA**

149 A. 06.24.2024

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

151 **14. ADJOURN**

- 152
- C. Letourneau would like to say that Concerts on the Green will be starting again.
  - C. Rosenquist GCEC meeting tomorrow night.
  - At **7:25 p.m.** - K. Senna made a motion to adjourn, P. Jansen seconded. All in favor, motion carried.
- 153
- 154
- 155

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 media.**

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

161

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