



# GEORGIA VERMONT

## Selectboard Regular Meeting Monday, January 13, 2025 at 5:00 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: C. Rosenquist called the meeting to order at 5:00pm

#### SELECTBOARD PRESENT

Brian Dunsmore, Paul Jansen, Carl Rosenquist, Kristina Senna

#### STAFF PRESENT

Kollene Caspers, Lori Hobart, Stacy Katon, Todd Cadieux (5:50pm), Doug Bergstrom (5:55pm)

#### PUBLIC PRESENT

### 2. PLEDGE OF ALLEGIANCE

### 3. CHAIR UPDATE

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

- P. Jansen requested the Falls Trail sign be added to the Agenda.
- S. Katon, requested approvals for 125/unit and conference copy machine
- Executive session addition requested for Town Garage incident
- K. Senna would like to add the 2025 Budget be added to the Agenda, separate from the Capital budget.

K. Senna made the motion to add the above mentioned items to the agenda. Seconded by B. Dunsmore.

Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

### 5. SELECTBOARD MINUTES AND WARRANTS

- A. Approval of Selectboard Minutes January 6, 2025 Special Meeting

Motion to approve minutes with changes to the spelling of S. Katon's last name and two public members present at the meeting, as well as clarification of Town loans.

P. Jansen motioned to approve minutes with changes. Seconded by K. Senna.

Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

**B. Approval of Warrants # 2501**

Motion to approve Warrant #2501

Motion made by K. Senna, Seconded by B. Dunsmore.

- K. Senna questioned the Nye property tax payment and refund. L. Hobart explained the property and problems with the taxed parcels, will investigate the matter further for more information to present at the next meeting.
- P. Jansen questioned the Blue Cross annual bill. L. Hobart confirmed the amount, \$255,989.

Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

**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.

**7. CORRESPONDENCE**

**8. UNFINISHED BUSINESS**

2025 Town Budget:

- K. Senna and P. Jansen introduced the most recent updates to the budget since the last meeting, which still reflected the 6.59% increase.
- P. Jansen had questions about the cash balance for L. Hobart, including workforce retention funds, \$134,000 from the school and \$63,000 in unapplied surplus funds.
- P. Jansen suggested the unapplied surplus be returned to the taxpayers. Discussion among the Board on different ways the funds could be returned to the taxpayers.
- The \$63,000 of unapplied surplus funds will be returned to taxpayers to lessen the budget increase. With this change the new budget increase for 2025 will be 4.34%
- Other Budget issues discussed include the bridge fund, paving project amounts, Planning projects for the Town Plan and Development Regulations, Historical Society funds and the timing of Selectboard salary distribution.

Motion to approve the 2025 budget with the operating expenses of \$3,543,844 with \$2,911,494 to be raised by taxes, for a total tax increase of 4.34 %.

Motion made by K. Senna, Seconded by P. Jansen.

Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

**A. Bridge #10 & #28**

Updates:

- Bridge # 28: Mill River, P. Jansen explained the Army Corps of Engineers is requiring an archeological study for approval process. Tyler with East Engineering is negotiating with UVM for the study. More information to come.
- Bridge #10: Highbridge, \$306,000 in the 2025 budget for the project.
- Question whether the Town of Georgia requests bridge bond funds in March or November of 2025. Discussion over benefits and drawbacks of each choice. L. Hobart will get more information for the next Selectboard meeting.

- 85  
86 B. Personnel Policy-Revisions in the works by Town Administrator  
87 • S. Katon continues to work with the consultant on revisions to the Personnel Policy.  
88 Changes, corrections and updates will be done in Publisher program.  
89  
90 C. Sherwood Forest 3 Acre Rule  
91 • D. Bergstrom stated there were no updates on the 3 Acre Rule.  
92  
93 D. Town Electronic Sign  
94 • S. Katon reached out again to GEMS Principal Steve Emery but has not received a response.  
95 • S. Katon has communicated with the Boy Scout who is leading the project, and he has let  
96 the sales team he is working with know there is another town member interested in  
97 additional signs. She will reach out to set up a meeting with him.  
98 • K. Senna suggested speaking with the FWSU Superintendent or Chair of the GEMS School  
99 Board. Discussed contacting the Town of Fairfax on their new electronic town sign as well.  
100  
101 E. Site Plan Amendment Review Hearing  
102 • P. Jansen and B. Dunsmore attended the Development Review Board hearing (SA-003-24)  
103 on January 7, 2025 on behalf of the Town of Georgia. The decision was split 4/2 in favor of  
104 granting the Town of Georgia's request to omit any wetlands education at the Town Garage.  
105 • P. Jansen requested copies of the recorded decision to be emailed to Selectboard.  
106  
107 F. Ethics Policy  
108 • Still updating the current policy to include new provisions from State Act 171.  
109

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

- 111 • K. Senna initiated a discussion with D. Bergstrom about Civic Plus notifications. D.  
112 Bergstrom explained how the website can disseminate information out to the community.  
113 • Discussion on the Town's lister filing system from a potential new Assessor. D. Bergstrom  
114 is downloading PDFs of new lister cards to update NEMRC records to make them available  
115 online. We can add to this new system in NEMRC for \$500, Grand List Maintenance.  
116  
117 A. Roadside Acres LLC - Boundary Line Adjustments-  
118 • S. Katon invited D. Bergstrom to the table. K. Senna invited T. Cadieux to the table.  
119 • D. Bergstrom introduced the issue, the existing Rhodeside Acres Drive is within a town  
120 Right-of-Way (ROW). Discussion over remedies to the issues, which include the ROW,  
121 boundary line adjustments, and avoiding the creation of a nonconforming lot.  
122 • D. Bergstrom spoke with the Town lawyer regarding a boundary line adjustment, which  
123 would entail a Discontinuance Meeting and Hearing. Note that this process is time  
124 consuming and costly. Time frame will be 4-6 months.  
125 • The current landowner has reviewed the site map with D. Bergstrom and T. Cadieux, but is  
126 concerned about time and cost to resolve the issue as he wants to sell the properties soon.  
127 • B. Dunsmore consulted the Vermont Regulations on the sale of Town land. Additional  
128 research will be needed before a decision can be made.  
129 • S. Katon will work with D. Bergstrom and T. Cadieux to determine the best way to go about  
130 resolving the issue.  
131

- 132 B. Peoples Trust Banking Resolution-Action/Signatures to add Town Administrator as a signer  
133 and administrator for the bank account and allow for online access.  
134

135 Motion to add the S. Katon, new Town Administrator to the bank accounts, and remove C.  
136 Letourneau, former Town Administrator.

137 Motion made by K. Senna, Seconded by P. Jansen. (double check the video 7:08)

138 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
139

- 140 • Selectboard members read through the bank paperwork and signed as necessary.  
141

- 142 C. Articles for Town Meeting-Discussion On Town Meeting Warning- Information Hearing Date-  
143 Action.

- 144 • The Town Clerk position was addressed, the Town Clerk term will expire in 2026, not 2025.
- 145 • A Warning example from last year was provided to the Selectboard.
- 146 • Discussion over language for the 2025 Town Meeting Warning.
- 147 • An informational meeting with the public is suggested within the 10 days prior to Town  
148 Meeting Day, preferably on a Saturday. S. Katon will consult the Town calendar to ensure  
149 Fire Station Community Room availability.
- 150 • S. Katon will talk with the Town Attorney to make sure all Articles are properly listed in the  
151 Warning and on the ballot.  
152

- 153 D. Capital Budget Approval

154 Motion to approve the Capital Budget as presented, once reserve fund changes have been made  
155 to the document and financing scenarios are double-checked.  
156

157 Motion made by K. Senna, Seconded by P. Jansen.

158 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- 159 • After reserve numbers are added, the Capital Budget will be posted on the Town website.  
160

## 161 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES** 162 **REPORTS**

- 163 A. Town Administrator

- 164 • Amending the Town Ordinance for Impact Fees, S. Katon will add this to the agenda for the  
165 January 27th meeting.
- 166 • Discussion on the approval for new desks for the Town office from the State of Vermont  
167 Salvage, as well as the new conference room copier.

168 Motion to approve funds for the desks and copier made by P. Jansen, Seconded by C.  
169 Rosenquist.

170 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
171

- 172 B. Treasurer

- 173 • L. Hobart explained two issues with the library:  
174 1. Request from the Library the Philo expenses be moved from the Library budget to  
175 the Public Works operations budget. After discussion with the Selectboard, L. Hobart will  
176 move the item to Public Works operations.

2. Grant for \$6,000 covered salary expenses but were listed in the operating budget instead of the Grants account. After discussion with the Selectboard, L. Hobart will move the \$6,000 salary to the Grants account.

C. Buildings

D. Budget and Finance

E. Personnel

F. Public Works/Grounds/Recreation

- T. Cadieux gave a report on the incident at the Town Garage on 12/27/24, a fuel spill at the Town Garage.
- Steps were taken to clean up the spill, prevent future fuel spill incidents and a report was created to outline safety procedures in the future.
- A separate incident was discussed from 1/13/2025, T. Cadieux met with S. Katon to explain the minor Town truck collision and completed an incident report.
- A safety discussion will occur with the garage employees. The incident will go into the personnel file, following union contract, union steward was involved.
- T. Cadieux gave an update on public works and roads crews: Plowing through small storms, cleaning the garage, updating SDS sheets, online trainings, appointments, etc. Catching up on everything that needs to be done.
- Georgia Shore Road and future paving near F. Grimm home. T. Cadieux spoke with F. Grimm last summer about digging out the shoulder prior to paving. This was brought to Selectboard attention.

G. Committees at the direction of the chair

**11. OTHER**

Falls Trail Discussion:

- Signs were installed on both ends of the Falls Trail. The Town is unsure of where or who installed the signs.
- Falls Trail is not a Class 4 Road anymore, it is a trail between Cline Road and the end of Falls Road.
- P. Jansen asked S. Katon to look into the map and ordinance. Selectboard requests T. Cadieux to remove both signs, as they were not approved and have erroneous information. Town garage will hold them.

**12. PLAN NEXT MEETING AGENDA**

A. Next Regular Selectboard Meeting - January 27, 2025

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

Motion to enter into Executive Session, to discuss the following personnel matters:

- A. Executive Session -Personnel-Assessor Position
- B. Personnel-ACO Resume Review/Discussion
- C. Personnel - Selectboard Clerk Position-Meeting Minutes

Motion made by B. Dunsmore at 7:51pm. Seconded by P. Jansen.

225 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
226  
227 Motion to invite S. Katon to Executive Session made by P. Jansen. Seconded by B. Dunsmore  
228 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
229  
230 Motion to exit Executive Session at 8:48pm  
231 Motion made by B. Dunsmore. Seconded by K. Senna  
232 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
233  
234  
235 **14. ADJOURN**  
236 Motion to adjourn the meeting at 8:48 pm  
237 Motion made by B. Dunsmore. Seconded by K. Senna  
238 Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna  
239

**Posted to the Town website.**

**Signed: Stacy Katon, Town Administrator**

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