



SELECTBOARD MEETING

Monday, July 24, 2023 at 6:00 PM

Chris Letourneau Meeting Room and via Zoom

MINUTES

Zoom Details:

<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWZVadz09>

Meeting ID: 616 584 3896 | Passcode: 5243524

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

1. CALL TO ORDER

Selectboard Present: Devon Thomas Chair, Shannon Jenkins Vice-Chair, Carol Rosenquist and Nicholas Martin

Selectboard Absent: Jamie Comstock

Staff Present: Cheryl Letourneau, April Edwards, Dawn Penney and Doug Bergstrom (Zoom)

Public Present: Heather Dunsmore, Brian Dunsmore, Terry Cleveland, and Fred Grimm

Present on Zoom: Kevin Camisa, Jen Kale, Kristina Senna

6:02 pm, D. Thomas calls the meeting to order.

1. PLEDGE OF ALLEGIANCE

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

S. Jenkins requests to be the liaison for the library per Bridget Stone's request. S. Jenkins wants this added to the agenda. D. Thomas will make this item **F** under Board Business.

C. Letourneau would like to add the banking resolution that needs to be signed to the agenda. D. Thomas adds this as item **G** to Board Business.

C. Rosenquist would like to update the board on Legal Train #4. Mr. Bryce is willing to construct parking spaces at his expense. C. Rosenquist says will need to accept the offer some time in the future, but for right now this is just information. C. Rosenquist suggests meeting with Suzanna Brown in the future.

C. Letourneau asks if the board would like an update on the website. It is decided that this will be done during the administrator section.

N. Martin makes a motion to add these items as presented to the agenda, C. Rosenquist seconds. All in favor, motion carried.

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 7/10/2023

C. Rosenquist makes a motion we accept the minutes from July 10, D. Thomas seconds.

N. Martin questions line 15 of the previous minutes and the \$30,000 for town plan. D. Thomas says the town must dish out \$30,000 for the plan before we can get legal status to get grants. C. Rosenquist wants it to be made into an action item.

All in favor, motion carried.

B. Approval of Warrants #13, #14 & #15

C. Rosenquist makes a motion to approve Warrant #13, N. Martin seconds.

N. Martin asks A. Edwards to speak on this warrant. A. Edwards says there is nothing significant about Warrant #13. B. Dunsmore asks what the GCEC stage is. S. Jenkins replies the new town garage has a new stage that was made for the Concerts Series.

All in favor, motion carried.

N. Martin makes a motion to approve Warrant #14, C. Rosenquist seconds.

B. Dunsmore asks about Connor Contracting for garage work on a new garage. What was the work for. C. Letourneau says it was the final bill. B. Dunsmore asks about East Engineering, C. Letourneau guesses the industrial park culvert. B. Dunsmore asks about Hinman, C. Letourneau informs him this is our assessor. B. Dunsmore asks if dispatch is yearly. C. Letourneau confirms it is. B. Dunsmore asks about AFLAC, C. Letourneau says the employees have an option to pay for extra insurance, the town pays for it and then the employee pays it back. B. Dunsmore asks about Zacharys for \$350, S. Jenkins says it was for library from a grant.

All in favor, motion carried.

N. Martin makes a motion to accept Warrant #15, S. Jenkins seconds.

C. Rosenquist asks why we have a family plan for fire department for microsoft liscenses. A. Edwards suggests the board call Matt (our IT). S. Jenkins asks who the decision maker was for this. A. Edwards says it was Amber Baker. S. Jenkins says she did not recognize Mrs. Bee as Amber because she has only used her professional email, she did not know this one. A. Edwards says that Matt is concerned with a business plan versus a family plan and the liability that is incurred. C. Letourneau questions if that can be converted. N. Martin says you can migrate to something else. N. Martin says he will take the action item to get resolution. C. Rosenquist asks how it was paid. A. Edwards says it was on a debit card.

All opposed, motion failed.

5. 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.

T. Cleveland asks if she can talk when the item comes up. D. Thomas says you will be uninterrupted if you speak now. T. Cleveland would like to have an accounting done for ARPA so that townpeople will know what was spent.

S. Jenkins says this is about project proposals and lists. She wants to have an ARPA meeting.

C. Rosenquist says there was a plan to take \$20,000 for trail 4 but we no longer need any of that money. We also allocated \$200,000 for the rec director and nothing has been done with that. There was also \$300,000 for a culvert and we received a grant for part of this, so we have not used all those funds.

N. Martin says we cannot have a thoughtful conversation about ARPA without knowing the funds and their totals.

6. CORRESPONDENCE

7. UNFINISHED BUSINESS

A. Stormwater Ledgewood Lane and Forest Glenn - Approve agreement - Action

C. Rosenquist makes a motion to approve the agreement with Ledgewood Lane and Forest Glen and authorize the chair to sign, N. Martin seconds.

S. Jenkins reports that ANR has grants built in.

All in favor - motion carried.

B. Philo Security - Library - Action

C. Letourneau says we need to decide what we are doing at the library. We have a grant but receiving this grant is dependent on Philo having all their work completed within six months. Philo is currently hanging on a limb with no instructions. C. Rosenquist asks how much money the grant is for. C. Letourneau responds \$5,500.

N. Martin says the third camera was a concern. N. Martin and J. Comstock reached out to Philo. N. Martin says we need to develop a policy and address who has access. N. Martin says he did a draft today using forms from other communities. He took the steps involved and says they have been vetted. He will allow the board a week to review before putting it in place. We do have to move this thing along. We should all feel good about it. Two other towns have adopted it. They have agreed if it is pointed at the door, it will not go in. He says the panic button will go in. They also want to know what is going on with the key card system, he knows it is in place here and he is comfortable with us teaching them and walking them through it. He wants everyone to feel good about the process.

H. Dunsmore questions wanting a panic button but not wanting to see who is coming in. She does not understand this. N. Martin does not understand. S. Jenkins reports our community is not alone in concern with cameras -and other communities are signing up to not have cameras. She feels a library is a safe space and we do not want people who feel threatened to be unsafe. She says we may not understand how others feel threatened, but some people may feel like they are losing a place to feel comfortable if they are being monitored. We need to think about those people.

B. Dunsmore says he understands that because of the camera we now has the ability to see and we have not given anyone access to it.

A. Edwards says having been a single parent in a situation where children need to be safe and accounted for, with us being so close to the border, if something was to happen you would want a straight shot of the person who took your child.

C. Rosenquist says we have also ensured a safe space for drug dealing and this is not something you may not want to provide. D. Thomas says he thinks we are doing the best we can.

D. Penney wants the board to know that they are on the minutes as acknowledging a child can be taken from the library and they would have no video to respond to police with.

S. Jenkins says she fully takes responsibility for this.

C. Dogs at the beach

C. Letourneau spoke with VLCT asking if we are liable if a service dog bites someone. She was told, no more than before. She says we have the same liability as the concerts, but we have an ordinance so if we have a complaint at the beach we must deal with it according to that.

N. Martin makes motion to discuss, C. Rosenquist seconds.

C. Rosenquist asks if we have a dog ordinance. C. Letourneau confirms.

T. Cleveland says the animal control officer's information should be on the sign at the beach.

S. Jenkins wants no dogs in the park, but to give people information on where they can go. C. Letourneau says other states have times when dogs can be at the beach, such as in early mornings and or late evenings.

B. Dunsmore questions the possibility of a dog park.

D. Bergstrom says on the new website it informs that you can have your dog go to the parking area to bring them to the boat and then back to the parking area while on leash. There is to be no free roaming, that is how it always worked previously.

All in favor of close discussion, motion carried.

D. Trail Ordinance

C. Letourneau stated the Trail started as a policy then it was asked to be changed to an ordinance. Ken Minck brought a new one to the board.

C. Rosenquist makes a motion we table this for another meeting, trail #4 mentions motorized vehicles and we also need to clarify this because trail #4 has a driveway that intersects this, N. Martin seconds.

T. Cleveland questions motorized vehicles on trails.

C. Rosenquist amends his motion to move this to the next agenda, not to table, N. Martin seconds.

All in favor, motion carried.

S. Jenkins says she and Suzanna Brown plan on walking each trail. She says we know you cannot hunt from a road, but sometimes they are roads and sometimes they are not. That is why this is taking so long.

C. Rosenquist says maybe we can call it a public way.

B. Dunsmore says he knows it is hard to overturn an ordinance and he said that he read it was an ordinance and it is in effect.

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

A. DEI Committee - How does the board want to set this meeting up and deadline for signing up- Action

D. Thomas says he has put a little bit of effort into this and knows it is a sensitive topic. What we are asking this committee to do here is different to the Ethics Committee. Each group has a different personality and then needs to be formed differently. They should bring forward a conversation to the community so that they can deal with it, allowing the conversation to happen. He would like the committee to have different views, asking about the people who want to have this statement. He wants each member of the committee to be able to voice as an individual and then have this posted publicly. He does not want a single recommendation, each

person can say what they want, everyone given time speak their peace. Then the board will appoint who they want on the committee. This is going to need to be a subcommittee of the selectboard and withhold to the open meeting law standard. He wants to invite community members in to become involved, do you agree with this statement, yes or no. You sit down and have a civil conversation about it, then the board can appoint based on their feelings. The committee will then meet and review the statements. The library has volunteered to help. Then the selectboard will receive a report and post it online.

C. Rosenquist says that it has already been out asking for a committee and now you are saying you want to preselect the committee. We have one missing board member while having this discussion. This is divisive. We should hand it to the library and see what they do with this topic. It is not the place of the selectboard to take a political stand on what the community. We are now being divisive by picking members. C. Rosenquist is opposed.

S. Jenkins says that Phil Scott has asked us to do this. She thinks we should not decide who is in this group. She feels the state has asked, we need to do it. People have emailed C. Letourneau and she does not want it to set up barriers by having them answer questions to be on the board.

D. Thomas says it is easy to go off the rails and he wants to have the discussion. He says it is important to know who is facilitating the conversation as it is important. He is not cherry picking, just choosing people whose opinions are diverse enough that all opinions are there, and no one is left out. We know these people well enough, and they should be able to have a conversation.

T. Cleveland asks if it is going to be put back on the website because things have changed. If people were against it, they probably didn't volunteer before and now we are looking for other opinions.

S. Jenkins says her statement was for education and questions maybe that got lost. She thinks it is divisive. not to do this. We clearly need education. She wanted to have informational sessions.

D. Thomas says it is DEI and people are going to be put off by this topic. We will need to move past the anger. The previous board did not act on this.

C. Rosenquist calls for a point of order. The previous board did act on this. They decided not to adopt the statement that was presented to them. They decided not to sign.

D. Thomas says we have taken flack for not adopting and we are just exploring.

H. Dunsmore says the ethics board has diverse views and they are doing very well. She thinks hand picking will give a bad taste and you should draw names out of a hat and see what happens.

T. Cleveland says it should be made to open meeting standard.

C. Letourneau says they have 11 applicants currently.

N. Martin says that in an open meeting everyone should have a voice. D. Thomas likes this. H. Dunsmore suggests letting the committee get together first before they adhere to open meeting law. It will give them time to get a feel for each other and agree with a strategy.

C. Letourneau says you can invite Mr. Harnish and his team again.

C. Rosenquist repeats with a final comment to hand this off to the library. He says it is educational and we are not in the educational business he would rather it be at the library as a learning experience and then they can bring it to the board.

D. Thomas says we are community members, and we must lead.

C. Rosenquist makes a motion to move this discussion and defer it to the next meeting or have a special meeting so that we can discuss it, the committee, and its expectations. No one seconds, motion failed.

D. Thomas asks for a motion for a two-week deadline. S. Jenkins makes a motion to have the deadline to apply be August 14 and that at the next meeting they will approve and formally announce who is on the committee. N. Martin amends the deadline to August 10 so that it can make it to the agenda to appoint, N. Martin seconds.

N. Martin, D. Thomas and S. Jenkins agree, C. Rosenquist votes no, motion carried.

B. Town Plan - Action to approve \$35,000.00 for New Town Plan

C. Rosenquist makes a motion to approve \$35,000 to hire an outside firm to update the town plan, N. Martin seconds.

N. Martin says from the last meeting it was reported that \$6,000 was enough to get us by or \$35,000 for a complete rewrite. N. Martin reports A. Baker saying it was unless the money was budgeted for, it needs to come out of ARPA. N. Martin does not understand the pressing matter, we have other things to spend money on. He is just voicing.

D. Bergstrom says \$6,000 was from a couple of months ago for NWRPC to do data collection over the summer. He is not sure if that is still available. D. Bergstrom says either way we are a year away and we will have to spend that money. If the town applied for a grant in December, the grant may not be awarded until May, which happened this year and that would be too late. According to the South Hero Plan, they scheduled 18 months to get through the process. Not having a town plan is holding us up. N. Martin says he was shocked the grant was not applied for. D. Bergstrom says it was approved in October and the \$6,000 was just to keep going. NWRP charges around the same as other companies.

S. Jenkins wants to know if this is affecting anything with the old campground. D. Bergstrom says the town plan is the driver for everything. It is the driver for the regulations and permits.

N. Martin asks what language needs to change. D. Bergstrom says the town center line is holding up everything. N. Martin says we are constantly spending unbudgeted money and it must stop. We need to budget for it for next year.

D. Bergstrom says even if you do budget for next year, we will not get it done in time. You will be putting it off for an additional year.

C. Rosenquist says ARPA funds are available. He suggested that we have an ARPA meeting to decide how to spend the money. This is an appropriate way to spend, it is a onetime item. If we want to move forward, this is an appropriate way to do it.

A. Edwards asks what the ramifications of not having a town plan are. N. Martin says he is aware of what the ramifications are. D. Bergstrom says the town plan is the driver for everything, it is how we reach out to the community. We have changed greatly since COVID. The town plan plans everything for the next 8 years. The document that we are currently using is a 5 year plan and the state let us tag on 3 years, therefore it is time for us to do it. N. Martin agrees but does not like how we are going about it.

F. Grimm asks D. Bergstrom what we can and cannot do. D. Thomas asks what are the bad things that will happen without it. D. Bergstrom says we will lose grant funding. A. Edwards says you must go through the time and effort this takes. You should address the \$35,000 and move forward, even though you don't like it. A. Edwards strongly suggests that this gets done.

F. Grimm asks if it is holding up all grants. C. Rosenquist says we cannot apply for infrastructure and that is what we are trying to do.

N. Martin says we do we know if it is \$35,000, we are assuming. D. Bergstrom says he spoke with people and \$35,000 is the normal amount that NWRP issues and most work within that, you can do more, or you can do less.

S. Jenkins amends that to have D. Bergstrom get quotes of different packages of what people are offering and by doing this we will adhere to our purchasing policy. D. Thomas asks if D. Bergstrom is okay to do this. D. Bergstrom says yes, he can do it. He says it is not a package thing, it is time driven, how much they can do for how much time. He can request what can do for \$20,000 and \$30,000 knowing that community involvement is the biggest cost. The data we are currently getting is not reflective of our community. He will also look at an outside firm, it may be more focused for Georgia.

D. Thomas and C. Rosenquist vote to approve the \$35,000 and N. Martin and S. Jenkins vote no. Motion failed.

S. Jenkins makes a motion to ask D. Bergstrom to solicit bids or proposals from various firms for a town plan, N. Martin seconds. All in favor, motion carried.

C. AOT Grants - Action

C. Letourneau needs signatures.

T. Cadieux has received 3 grants from the AOT: first, \$200,000 to be used for the culvert project on Industrial Park Rd with us needing to match 10%, second for \$75,650 for paving a small portion of Polly Hubbard Rd and Georgia Middle Rd with us needing to match 20%, and third for \$18,000 to be used for a project for next year because this grant is given a year in advance and has a \$4,500 match.

C. Rosenquist makes a motion to approve the chair to sign the grants, N. Martin seconds.

All in favor, motion carried.

D. ARPA - Discussion

N. Martin makes a motion to open discussion on ARPA, CR seconds.

C. Rosenquist wants to have a date certain for a proposal to see if we are going in the right direction or not. We have information from every department, knowing we cannot do everything, things will need to be prioritized. We should have a special meeting within the next two or three weeks.

N. Martin says we went to meet with department heads to see what they need and get a wish list to decide what the next step is. We should see what the community wants by including them to know what the department heads want.

S. Jenkins and D. Thomas will help to put a plan together for the community to be involved.

Voting to close discussions. All in favor, motion passes.

278 C. Rosenquist makes the motion to task the committee to organize the discussions, N. Martin
279 seconds. All in favor, motion carried.

280 E. Audit for 2022 - Action

281 C. Letourneau states that the company that will be doing the audit for the treasurer transfer has
282 offered to do the annual audit as well. There must be an audit for 2022 and it has to be
283 included in the town report. This should cost \$20,000. If it is for the pleasure of the board,
284 they need to sign the contract with Sullivan Powers and Company. July 31 is the handoff date
285 for the treasurer change.

286 N. Martin makes the motion to take \$20,000 to be spent on an annual municipal audit, C.
287 Rosenquist seconds. N. Martin amends \$20,000 from ARAP for the 2022 financials, D.
288 Thomas seconds the amendment. All in favor, the amendment passes.

289 B. Dunsmore asks about the \$3,000 and what that is for. N. Martin says a change in treasurer
290 audit that concludes July 31 for the handoff to the new treasurer. B. Dunsmore says he thinks
291 you should have a comprehensive audit because there is also a change from an elected treasurer
292 to an appointed one.

293 A. Edwards explains that the \$3,000 is just a check of the numbers, but the 2023 is the \$20,000
294 audit is not in the budget. She wants them to know that. It must be done every year.

295 B. Dunsmore asks how far the transitional audit will go back, is it just the partial year for
296 \$3,000 to the handoff and \$20,000 for the yearly. N. Martin confirms.

297 All in favor of accepting both audits, motion carried.

298 F. SHANNON TO LIBRARY - ADD ON

299 C. Rosenquist moves to appoint S. Jenkins to be liaison to the library, N. Martin seconds.

300 C. Rosenquist withdraws the motion.

301 G. CHERYL - BANKING RESOLUTION – ADD ON

302 C. Letourneau asks if we want 4 credit cards or one for each department.

303 N. Martin asks if this was the advice of A. Edwards. He understands you can see the purchases
304 of the Credit Card and you cannot for the Debit Card.

305 N. Martin makes a motion to accept the banking resolution as of July 31, including debit cards
306 out and credit cards in A. Baker name as signer will be removed and A. Edwards will be added
307 along with C. Letourneau, selectboard members and K. Webster. C. Rosenquist seconds.

308 C. Letourneau asks for clarification if they want K. Baker and T. Cadieux on the resolution.
309 This will not be needed if they have credit cards.

310 K. Baker and T. Cadieux still have their debit cards, and that must not change until we receive
311 the credit cards.

312 N. Martin wants to make sure all the autopay's has been addressed and will show up on the
313 warrant. Bonnie adds all the ones she knows about. Credit cards will make this much easier
314 going forward.

315 All in favor of the first motion, motion carried.

316 N. Martin makes a motion to accept the revised documents with changes, D. Thomas seconds.
317 All in favor, motion carried.

318 9. SELECTBOARD SUB COMMITTEES AND REPORTS

319 A. Town Administrator

320 D. Bergstrom says we have a new website, and it should be live tomorrow. They are currently
321 working on the transfer. He notes that we did not have a lot of information on there before.
322 There is a plan for a soft opening where any changes can be made, just to let him know. This is
323 going to be updated regularly. We have a hard deadline of August 1 because we do not want to
324 have any ties to the old site then, so that we do not incur an extra and unnecessary cost from
325 them.

326 N. Martin thanks D. Bergstrom for all the work he has done, and he is excited.

327 B. Buildings

328 S. Jenkins met with T. Cadieux and June Waite. T. Cadieux thought June wanted to move
329 there but she said otherwise. S. Jenkins is still open to suggestions. She thinks it is an open
330 space that we could use for a bone builder or teen space. She has played with the idea of a
331 survey but is stuck on how to get more action included in the survey.

332 C. Rosenquist asks about selling the building.

333 S. Jenkins says she still needs more info.

334 C. Rosenquist says we were sold on getting a new garage based on the old one not being
335 usable. How can we do anything without updating the building. S. Jenkins says the highway
336 department needs to use one side of the building because there is not enough room in the new
337 garage.

338 C. Letourneau asks where the other stuff was stored before the new garage. S. Jenkins did not
339 know.

340 S. Jenkins says we do not have utilitarian space, we have the library and the JIMMY center.
341 We could keep it as an open space with lockers. H. Dunsmore suggests using it as a storage
342 shed.

343 F. Grimm says they were told the old garage has had drainage issues, heating trouble and if
344 these could be fixed why did we spend \$3 million dollars on a new garage.

345 C. Budget and Finance

346 C. Letourneau says we will need to set up budget meetings.

347 D. Personnel

348 C. Rosenquist says that in the Executive Session they will be reviewing the union contract with
349 the board.

350 E. Committees at the direction of the chair

351 D. Thomas says that this is now DEI and a committee, and it has been addressed.

352 N. Martin says the personnel committee has been dealing with other matters and the personal
353 policy is still important, they must squeeze this in.

354 C. Rosenquist updates trail #4 and the fence moving. He says the posts have been moved, the
355 contractor has been there again. He reports there is no charge to the town.

356 F. Public Works/Grounds/Recreation

357 Swim Passes

358 C. Rosenquist asks what other things could be added for pool activities. He knows we left off
359 the swim team and it is too late for them to address it for this summer, but we can do winter.

360 C. Letourneau asks if there is still a large amount of money available come February and
361 March, could we allow this to be used as this is the busy sign-up times for lessons, and it would
362 be nice to have money rolling into there so that people can advantage and sign up.

363 C. Rosenquist makes a motion to add swim team and senior workout sessions, N. Martin
364 seconds. All in favor, motion carried.

365 C. Letourneau brings up setting the new tax rate. Amber will be going over this with April and
366 it will be brought to the next meeting.

367 **10. OTHER**

368 **11. PLAN NEXT MEETING AGENDA**

369 A. 08/14/2023

370 B. Set Tax Rate

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

372 A. Schedule Executive meeting with SB and Kevin Kamisa - Mr Kamisa is requesting an
373 executive meeting with the board.

374 B. Personnel

375 C. Concerned Citizen message to the Board - Regarding a phone call to administrator 7/20

376 D. Union Contract - Briefing from Personnel Committee

377 C. Rosenquist made a motion to go into Executive Session concerning:

378 Topic A with the selectboard, C. Letourneau and D. Bergstrom,

379 Topic B with the selectboard and C. Letourneau,

380 Topic C with the selectboard and C. Letourneau,

381 seconded by N. Martin. All in favor, motion carried.

382 C. Rosenquist makes a motion to approve D. Penney as Minute Taker for the Selectboard at a
383 rate of \$20.00 per hour, D. Thomas seconded. All in favor, motion carried.

384 9:49 Motion to exit executive session by C. Rosenquist and seconded by N. Martin. All in favor.

385 **13. ADJOURN**

386 C. Rosenquist made a motion to adjourn the meeting at 9:50 p.m., seconded by N. Martin. All in
387 favor, motion passes.

388

389 **TABLED ITEMS:**

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

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

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