



GEORGIA

VERMONT

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2 **Selectboard Regular Meeting**

3 **Wednesday, May 29, 2024 at 6:00 PM**

4 **Chris Letourneau Meeting Room and via Zoom**

5 **Minutes**

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7 **Zoom Details:**

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

9 **Meeting ID: 616 584 3896 | Passcode: 5243524**

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

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12 **1. CALL TO ORDER**

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- **Selectboard Present** – Carl Rosenquist Chair, Paul Jansen (arrived at 6:35 p.m. during the Executive Session), Kristina Senna
 - **Selectboard Zoom** – Devon Thomas Vice-Chair
 - **Selectboard Absent** – Brian Dunsmore
 - **Staff Present** – Cheryl Letourneau, Lori Hobart, Todd Cadieux, Dawn Penney, Doug Bergstrom
 - **Public Present** – Suzanna Brown, Joe Montagne
 - **Public Zoom** – Tyler Whitcomb, Jim Hungerford
 - **At 6:01 p.m.** – C. Rosenquist called the meeting to order.

22 **2. PLEDGE OF ALLEGIANCE**

23 **3. CHAIR UPDATE**

24 **4. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

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- C. Rosenquist recommended opening the paving bids immediately because everyone was present for that.
 - Whitcomb Bid – 4,875 tons, \$88.00/ton, \$429,000, liquid adjustment \$623/ton
 - Alternate 1,520 tons, \$88.00/ton, \$133,760, liquid adjustment \$623/ton
 - Pike Industries Bid – 4,520 tons, \$89.35/ton, \$403,862, liquid adjustment \$623
 - Alternate 1,400 tons, \$89.35/ton, \$125,090, liquid adjustment \$623
 - Hungerford Paving Bid – 4,520 tons, \$88.75/ton, \$401,150, liquid adjustment \$623
 - Alternate 1,400, \$88.75/tons, \$124,250, liquid adjustment \$623
 - K. Senna made a motion to have T. Cadieux select from the three bids, C. Rosenquist seconded. All in favor, motion carried.

- 35 A. Executive Session with Road Foreman - Before Board Business
- 36 • At **6:15 p.m.** – K. Senna made a motion to go into Executive Session, C. Rosenquist
- 37 seconded. All in favor, motion carried.
- 38 • K. Senna made a motion to have the Public Works Supervisor join them for the Executive
- 39 Session, C. Rosenquist seconded. All in favor, motion carried.
- 40 B. Alarm Phone Calls
- 41 • At **6:35 p.m.** – P. Jansen joined the board during the Executive Session.
- 42 • At **7:04 p.m.** – D. Thomas began as chair of the meeting and called for a motion out of
- 43 Executive session while C. Rosenquist was excused for a moment.
- 44 • K. Senna made a motion to pay T. Cadieux for 4 hours for a phone call on the weekend, and
- 45 in future the payment will be 15 minutes for a phone call until the review of the Personnel
- 46 Policy, P. Jansen seconded. K. Senna, P. Jansen, D. Thomas voted yes, C. Rosenquist was
- 47 out of the room, motion carried.
- 48 • C. Rosenquist returned to the room and took back as chair of the meeting.

49 **5. SELECTBOARD MINUTES AND WARRANTS**

- 50 A. Approval of Special Meeting Minutes, 04.30.2024, 05.01.2024, 05.02.2024, 05.03.2024,
- 51 05.16.2024 and Approval of Regular Meeting Minutes 05.13.2024
- 52 • K. Senna made a motion to approve the minutes of 04.30.2024, P. Jansen seconded. All in
- 53 favor, motion carried.
- 54 • K. Senna made a motion to approve the minutes of 05.01.2024, P. Jansen seconded. All in
- 55 favor, motion carried.
- 56 • K. Senna made a motion to approve the minutes of 05.02.2024, P. Jansen seconded. All in
- 57 favor, motion carried.
- 58 • K. Senna made a motion to approve the minutes of 05.03.2024, D. Thomas seconded. All in
- 59 favor, motion carried.
- 60 • D. Thomas made a motion to approve the minutes of 05.16.2024 with corrections, K. Senna
- 61 seconded. All in favor, motion carried.
- 62 • K. Senna made a motion to approve the minutes of 05.13.2024 with corrections, D. Thomas
- 63 seconded. All in favor, motion carried.
- 64 C. Approval of Warrant #16
- 65 • K. Senna made a motion to approve the revised Warrant #16, P. Jansen seconded.
- 66 • There was a discussion on items from the warrant.
- 67 • It was decided to have a closer look at Comcast Business and how they are doing the billing
- 68 on their end and report back.
- 69 • All in favor, motion carried.

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

71 All participants must clearly state their names. Appropriate actions will be considered once the

72 Selectboard has reviewed the information provided and necessary subsequent research.

73 **7. CORRESPONDENCE**

74 **8. UNFINISHED BUSINESS**

- 75 A. Job Descriptions
- 76 B. Personnel Policy

- 77 C. Ethics Policy
- 78 D. Purchasing Policy
- 79 E. 3-Acre Rule - Sherwood Forest & Nottingham Dr.
- 80 F. Bovat Rd

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

- 82 A. Meet the New Treasurer - Lori Hobart
 - 83 • C. Rosenquist thanked L. Hobart for attending the meeting.
- 84 B. Open Paving Bids
 - 85 • It is noted this was done earlier in the meeting.
 - 86 • There was discussion at this time on \$90,000 left from paving and \$106,000 from a grant for
 - 87 July and where this money was and how it was to be allocated.
- 88 C. Zoning - Open space and Road Agreement for Leo's Lane - Action to approve Subdivision
 - 89 • P. Jansen questioned "Open Space" and asked where this was coming from for Simone
 - 90 Martin project.
 - 91 • D. Bergstrom said this was a recommendation from legal counsel. C. Rosenquist asked if D.
 - 92 Bergstrom advised signing this. D. Bergstrom said yes.
 - 93 • K. Senna made a motion to enter into this agreement, P. Jansen seconded. All in favor,
 - 94 motion carried.
 - 95 • K. Senna made a motion to enter a Roadway Agreement for Simmond Martin project, P.
 - 96 Jansen seconded. All in favor, motion carried.
- 97 D. Call in Definition - Action to clarify what a call in.
 - 98 • It is recommended that the board add "call-in" as part of the Personnel Policy and will be
 - 99 turned over to the personnel committee.
- 100 E. Child Care Tax
 - 101 • It is noted the previous board wanted to pay the employees portion of the Child Care tax. D.
 - 102 Thomas said he is in favor of paying that. P. Jansen said he is not in favor. P. Jansen said it
 - 103 should be the responsibility of the employees and if they do not like it, then it is up to them
 - 104 to speak on their behalf to their representatives in Montpelier.
 - 105 • K. Senna made a motion to have the employees pay 0.0011% of their Child Care tax, P.
 - 106 Jansen seconded. K. Senna, P. Jansen, C. Rosenquist voted yes, D. Thomas voted no,
 - 107 motion carried.
- 108 F. Plowing GEMS Parking lot. - submitting a bid
 - 109 • C. Letourneau reported GEMS is going out to bid for plowing their parking lot. She asked
 - 110 the board if they want to submit a bid. P. Jansen and K. Senna said no. C. Letourneau said
 - 111 that is what paid for the fifth person's position with Public Works. K. Senna asked if they
 - 112 put that in the budget. D. Bergstrom says yes, the \$45,000 was covering the additional
 - 113 person.
 - 114 • K. Senna made a motion to submit a bid, D. Thomas seconded. All in favor, motion carried.
- 115 G. Highway Grant - Action to approve and sign.
 - 116 • K. Senna motion to approve, P. Jansen seconded.
 - 117 • There was discussion on; Georgia Shore Rd and \$133,000, with a grant of \$106,000 with the
 - 118 difference to come out of the paving budget.

- 119 • All in favor, motion carried.
- 120 H. Hazard Mitigation Grant - Action to move forward.
- 121 • K. Senna motion to approve the grant application, P. Jansen seconded.
- 122 • C. Letourneau requested guidance from the board as to which choice the board would like
- 123 her to pursue; Mill River Bridge, Georgia Mountain Rd, or generators.
- 124 • K. Senna amended the motion to try and receive a \$1,000,000 and \$200,000 grants for
- 125 repairs on two bridges, P. Jansen seconded. All in favor, motion carried.
- 126 I. Pacif Grant - Action to move forward
- 127 • K. Senna made a motion to approve the application for the grant, P. Jansen seconded. All in
- 128 favor, motion carried.
- 129 J. American Tower
- 130 • C. Letourneau reported finding more information both with and without L. Hobart today
- 131 that may influence how the board will decide to move forward. It has been decided to move
- 132 this to the next meeting.
- 133 K. East Engineering for Bridge 10
- 134 • It was requested to move this to the next meeting.

10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES REPORTS

- 137 A. Town Administrator -
- 138 Ordinances
- 139 • C. Letourneau reported receiving information from our legal department that we do not get
- 140 rid of any ordinances. In the letter there is an example of how they should be moving
- 141 forward with violations.
- 142 • S. Brown said she has reached out to people who potentially are in violation, and she has
- 143 told them what they may need to do to become compliant.
- 144 • It is noted this will fall to our DRB.
- 145 • P. Jansen asked if we have an enforcement policy. It is said there is not one. D. Bergstrom
- 146 says he has a draft letter from legal that can be used for consistency.
- 147 • It is requested that C. Letourneau add this to the next agenda.
- 148 Surveyor for beach
- 149 • C. Letourneau reported she sent P. Jansen the quote for surveying the beach, she also
- 150 reported she is waiting for two others to get back to her. P. Jansen said he wants to know
- 151 where the line is and for it to have pins placed.
- 152 Parade
- 153 • K. Senna extends a thank you to the parade committee.
- 154 • C. Letourneau will plan another meeting regarding the parade.
- 155 • It is reported that Concerts on the Green will be starting up again soon.
- 156 B. Treasurer
- 157 C. Buildings
- 158 • P. Jansen met with a contractor regarding the beach, and he is waiting to hear back from him
- 159 regarding his results.

- 160 • It was suggested P. Jansen reach out to BFA school and Buildings Trade to see if there is
161 anything they are willing to do.

162 D. Budget and Finance

- 163 • P. Jansen reported that they will need to start getting ready to plan a Capital Budget.
164 • P. Jansen said that they are currently trying to prepare information for the auditors.

165 E. Personnel

- 166 • D. Thomas said that he is planning on getting more job descriptions done to bring back to
167 the board.

168 F. Public Works/Grounds/Recreation

- 169 • It is noted that most of the Recreation has been falling under buildings now.
170 • It is noted that there has not been continued contact regarding tennis.

171 G. Committees at the direction of the chair

172 **11. OTHER**

173 **12. PLAN NEXT MEETING AGENDA**

174 A. 06.10.2024

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

176 **14. ADJOURN**

- 177 • At **8:12 p.m.** – K. Senna made a motion to adjourn the meeting, D. Thomas seconded. All in
178 favor, motion carried.

180 **TABLED ITEMS:**

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

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

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