



GEORGIA

VERMONT

1

2 **Selectboard Regular Meeting**

3 **Wednesday, December 27, 2023**

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

5 **Minutes**

6

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)**

11

12 **1. CALL TO ORDER**

- 13 • **Selectboard Present:** Jamie Comstock, Carl Rosenquist, Nicholas Martin
- 14 • **Selectboard Zoom:** Devon Thomas Chair, Shannon Jenkins Vice-Chair
- 15 • **Staff Present:** Cheryl Letourneau, April Edwards
- 16 • **Public Present:** Heather Grimm, Heather Dunsmore, Kathy Jochin, Mike Wheeler
- 17 • **Public Zoom:** Jana Thuesen, Dian Wheeler, Terry Cleveland
- 18 • **At 6:05 pm** – C. Rosenquist makes a motion to open the meeting.

19 **2. PLEDGE OF ALLEGIANCE**

20 **3. CHAIR UPDATE**

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

- 22 • Fairfax Rescue presentation.

23 **5. SELECTBOARD MINUTES AND WARRANTS**

24 **A. Approval of Selectboard Regular Meeting Minutes for 12/11/2023**

- 25 • C. Rosenquist makes a motion to approve the minutes with corrections, N. Martin seconds.
- 26 ○ C. Rosenquist asks for line 222 to be updated.
- 27 ○ J. Comstock gives additional corrections.
- 28 • C. Rosenquist calls for a vote on the minutes as corrected. All in favor, motion carried.

29 **B. Approval of Warrants**

- 30 • C. Rosenquist calls for the warrants to move later in the meeting to give the finance
- 31 committee (J. Comstock and N. Martin) time to review.

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

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

- 35 • C. Rosenquist asks if there is anyone from the public who would like to take this
36 opportunity to speak with the board. Hearing none, he moved on.

37 **7. CORRESPONDENCE**

38 **8. UNFINISHED BUSINESS**

39 **A. Animal Ordinance -Action**

- 40 • C. Rosenquist asks if people have had time to review. He asks if it had been reviewed by
41 the council. C. Letourneau says K. Caspers took what we had and then added what was
42 recommended from VLCT.

- 43 • The ordinance is by state has mandated and the board will review.

44 **B. Legal Trail #4 Fill**

- 45 • C. Rosenquist makes a motion to reach out and thank Perrigo for the information about the
46 road. He also wants to inform them if any action is done, they can pay for it if it meets the
47 recommendation of the road foreman, N. Martin seconds. C. Rosenquist will work with C.
48 Letourneau on the letter. C. Rosenquist calls for a vote, all in favor, motion carried.

49 **C. Re-adoption of ordinances – Action**

- 50 • C. Rosenquist asks what the pleasure of the board is with adopting this now or waiting for
51 public input.
- 52 • J. Comstock says they should put it out to the public. N. Martin agrees, warning just
53 because there is a suggestion, that does not mean you have to take it.
- 54 • C. Letourneau says there are a few ordinances ready. She advises that by doing them all at
55 once we can save on advertising. H. Grimm says you can put it on the website for the public
56 to review prior to the next meeting.

57 **D. 802 Mechanical – Addition to Agenda**

- 58 • J. Comstock makes a motion to approve 802 Mechanical at the new rate of \$6,000, N.
59 Martin seconds. J. Comstock calls for discussion.
- 60 • C. Rosenquist calls for a vote. All in favor, motion carried.

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

62 **A. Fairfax Rescue - Introduction - Action approve or deny**

- 63 • C. Rosenquist says they will discuss this in the Executive Session.

64 **B. Bi-Weekly Paychecks - Action to approve change from weekly to Bi-weekly**

- 65 • N. Martin would like to make a motion to approve weekly to bi-weekly paychecks, S.
66 Jenkins seconds. N. Martin calls for a discussion.
- 67 • C. Rosenquist asks if there is a transition plan. C. Letourneau says everyone except the fire
68 department is paid weekly. A. Edwards asks if the board wants to create a bridge and
69 clarifies when to make it effective. This should give people time to move any automatic
70 payments. A. Edwards says they should add a date to the motion. N. Martin says they are
71 trying to streamline things.

- 72 • S. Jenkins asks if there are any figures of the cost savings. A. Edwards says the problem
- 73 comes from getting two different invoices from the same company. It should be a savings
- 74 of about \$110 every other week. It is hard to figure out because it is based on how many
- 75 checks they are making.
- 76 • N. Martin withdraws his motion.
- 77 • N. Martin makes a motion to move to bi-weekly payroll to take effect 02.08.2024 with
- 78 notification to all employees as well as information on the process and information on a one-
- 79 time bridge, J. Comstock seconds.
- 80 • C. Rosenquist calls for a vote. All in favor, motion carried.

81 C. 2022 Audit – Action

- 82 • C. Rosenquist says it is a lengthy document.
- 83 • C. Letourneau asks for approval before 01.12.2024 so the whole audit can go on the website
- 84 and the letter can go in the town report.
- 85 • A. Edwards says there will probably be two letters for the Town Report, one for the audit
- 86 and one for the transition audit. A. Edwards had clarifying questions. C. Rosenquist wanted
- 87 to investigate material weaknesses and internal controls and get corrections and
- 88 recommendations.
- 89 • C. Rosenquist made a motion to accept the audit as presented and get a report for the
- 90 printing of the town report, N. Martin seconds. All in favor, motion carried.

91 D. Full-time Treasurer - Action approve or deny.

- 92 • C. Letourneau asks for the decision of the board on having a full versus part-time treasurer
- 93 because they need those numbers moving forward to build the budget for 2024.
- 94 • N. Martin makes a motion to approve a full-time treasurer, C. Rosenquist seconded.
- 95 • Discussion was had.
- 96 • C. Rosenquist calls for a vote. D. Thomas, J. Comstock, C. Rosenquist, and N. Martin vote
- 97 yes, S. Jenkins abstains. Motion carried.
- 98 • N. Martin will amend the motion to have the position start on 01.01.2024, C. Rosenquist
- 99 seconded. D. Thomas, J. Comstock, C. Rosenquist, and N. Martin votes yes, S. Jenkins
- 100 abstains. Motion carried.

101 E. Reports due for Town Report – update

- 102 • C. Letourneau says 01.12.2024 is the due date to have all reports back to be presented to the
- 103 printers. The budget needs to be done by 01.12.2024 for the numbers to go there. They also
- 104 need to have the pictures and dedications approved.
- 105 • N. Martin wants all the employees in front of the building for the cover of the town report.
- 106 D. Thomas agrees with the employees in the picture. Most of the work has been focused on
- 107 the people that work there.

108 **10. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB COMMITTEES'**

109 **REPORTS**

110 A. Town Administrator

- 111 • Everyone was thankful and gracious for the holiday cheer.

112 B. Treasurer

- 113 • C. Rosenquist asks if they want to go over the warrant now.
- 114 • Discussion was had and reviewed. The information was handed out by A. Edwards.
- 115 • Questions were had about the number of times we were charged for salt. It was determined
- 116 that they get charged per load. There was also a question on a childcare check for \$15 from
- 117 2020. A. Edwards says they are asked to reissue a check because the old one was not
- 118 cashed. She says it was advised by the audit to do it this. They are hoping to not have these
- 119 moving forward.
- 120 • J. Comstock asks for details on items, C. Letourneau says they ordered computers from the
- 121 impact fees to put them back on schedule for that.
- 122 • C. Rosenquist calls for a motion. N. Martin makes a motion to approve Warrant #33, J.
- 123 Comstock seconded. All in favor, motion carried.
- 124 • C. Rosenquist calls for a motion for payroll. N. Martin makes a motion to approve payroll
- 125 warrant, J. Comstock seconded. All in favor, motion carried.

126 C. Buildings

- 127 • C. Rosenquist asks if there is any input from that committee. Hearing none.

128 D. Budget and Finance

- 129 • C. Rosenquist says they have a budget meeting next Wednesday at 4:00. He questions if
- 130 they need another one before that. N. Martin says they have a budget meeting 01.03.2024
- 131 and 01.10.2024. It is decided that the next two upcoming meeting will be from 4:00 – 8:00
- 132 pm.

133 E. Personnel

- 134 • C. Rosenquist says they still need to get together. N. Martin says that will be waiting until
- 135 the budget is complete.

136 F. Public Works/Grounds/Recreation

- 137 • C. Rosenquist asks if people are still using the pool passes. C. Letourneau says they are.
- 138 She asks if they want to continue to use them in, if they are it will be 2024 budget money.
- 139 S. Jenkins says she feels like it should continue to be done.

140 G. Committees at the direction of the chair

- 141 • D. Thomas says he has nothing.

142 11. OTHER

- 143 • C. Rosenquist asks if there is anything to be brought up here. Hearing none.

144 12. PLAN NEXT MEETING AGENDA

145 A. 01/08/2024

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

- 147 • C. Rosenquist makes a motion to have an executive session where premature disclosure
- 148 could put the town at risk, N. Martin seconded. All in favor, motion carried.
- 149 • C. Rosenquist makes a motion to have the board and C. Letourneau go into the meeting to
- 150 discuss Fairfax Rescue and the Treasurer position, N. Martin seconded. All in favor, motion
- 151 carried.

152 A. Personnel – Treasurer

153 B. Fairfax

- 154 • At **9:30 pm**, N. Martin made a motion to exit the executive session; C. Rosenquist
155 seconded.
- 156 • N. Martin made a motion to extend a full-time offer to our town treasurer with details to be
157 determined, J. Comstock seconded. All in favor, motion carried.
- 158 • N. Martin made a motion to extend an offer to one of the two EMS Services with details to
159 be determined in negotiations, J. Comstock seconded. All in favor, motion carried.

160 **14. ADJOURN**

- 161 • At **9:31 pm**, N. Martin made a motion to adjourn; J. Comstock seconded. All in favor, motion
162 carried.

163 **TABLED ITEMS:**

164

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

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

168

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