



# GEORGIA

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## VERMONT

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2 **Selectboard Budget Meeting**

3 **Wednesday, January 03, 2024**

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**

- 13 • **Selectboard Present:** Devon Thomas Chair, Jamie Comstock, Carl Rosenquist, and Nicholas
- 14 Martin
- 15 • **Staff Present:** Cheryl Letourneau, April Edwards, Doug Bergstrom
- 16 • **Public Present:** Ken Minck
- 17 • **At 4:03 p.m.** – D. Thomas called the meeting to order.

18 **2. PLEDGE OF ALLEGIANCE**

19 **3. SELECTBOARD MINUTES AND WARRANTS**

20 **A. Approval of Selectboard Regular Meeting Minutes for 12.27.2023**

- 21 • C. Rosenquist made a motion to approve the 12.27.2023 meeting minutes, seconded by J.
- 22 Comstock. All in favor, motion carried.

23 **B. Approval of Warrants #34**

- 24 • N. Martin made a motion to approve Warrant #34 with corrections to invoice, seconded by
- 25 J. Comstock. All in favor, motion carried.

26 **4. PUBLIC COMMENT (For items not on agenda)**

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

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

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

30 **A. Dispatch Contract – Action**

- 31           • C. Rosenquist made a motion to accept the dispatch services contract of with the change of  
32           date in signing, D. Thomas seconded. All in favor, motion carried.
- 33           • There was a paving discussion on: subtracting \$100,000 from Todd's line, add \$178,000  
34           from ARPA, \$85,000 paving reserve, \$45,000 from the paving line, and \$40,000 from fill  
35           for Trail #4. (\$308,500 paving line)
- 36    B.        Childcare tax – What percentage will the town and employee pay? Action
- 37           • Discussion was had on the childcare tax and adding \$2,200 in the Administration budget for  
38           July 1, 2024.
- 39    B.        Audit Suggestions - Action. How does the board want to correct these?
- 40           • Discussion was had on the weaknesses and the segregation of duties. A. Edwards can  
41           reconcile and have a selectboard member from the finance committee double-check on the  
42           15<sup>th</sup> of every month. A. Edwards will send out an email to J. Comstock and N. Martin.
- 43           • A. Edwards will work with Chip regarding proper controls of posting to the journal.
- 44           • Discussion was had on creating a policy for coding expenses for general journal entries.  
45           The Budget and Finance Committee will approve all general journal entries.
- 46           • Discussion was had on the reconciliation of checkbooks and how it is not on the books.
- 47           • It is noted that all cash accounts are on the books.
- 48           • Discussion was had about closing all small accounts. It was recommended that small  
49           accounts be closed and consolidated with the general fund.
- 50           • Discussion was had on selectboard warrants and having all transactions on the warrants.
- 51           • Discussion was had on bonding of Mill River Rd bridge at 1.5 million. There is also a need  
52           of Arrowhead resurfacing at \$165,000 and putting the bridge on Georgia Shore Rd on hold.
- 53           • The bond will add an additional 5% to the property tax bill.

54    D.        Budget Discussion

55    **6. OTHER**

- 56           • Schedule picture day for next week.
- 57           • George Bilodeau.

58    **7. PLAN NEXT MEETING AGENDA**

59        A. 01/10/2023

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

61    **9. ADJOURN**

- 62           • At **8:10 p.m.** – N. Martin made a motion to adjourn, J. Comstock seconded. All in favor, motion  
63           carried.

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

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

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