



GEORGIA VERMONT

Selectboard Regular Meeting Wednesday, March 12, 2025 at 6:00 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)

CALL TO ORDER: 6:02PM

SELECTBOARD PRESENT

Brian Dunsmore, Paul Jansen, Carl Rosenquist, Kristina Senna

STAFF PRESENT

Doug Bergstrom, Todd Cadieux, Kollene Caspers, Lori Hobart, Stacy Katon, Cheryl Letourneau, Bridget Stone (via Zoom)

PUBLIC PRESENT

Heather Dunsmore, Tony Heinlein, Craig Volatile-Wood, Ken Minck, Noah Lavallee (via Zoom), Sue Webster (via Zoom)

1. PLEDGE OF ALLEGIANCE

A. Town Administrator- Reorganization Of The Board Members

Motion to Nominate Kristina Senna for Selectboard Chair

Motion made by P. Jansen, Seconded by B. Dunsmore

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

Motion to Nominate Brian Dunsmore for Selectboard Vice Chair

Motion made by P. Jansen, Seconded by C. Rosenquist

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

B. Reorganization Meeting

- Motion to nominate Kollene Caspers as Selectboard Clerk, for a one-year term, made by P. Jansen, seconded by B. Dunsmore. No further discussion. All in favor.

- Motion to nominate James Powell and Leigh Horton for Development Review Board member(s) for a three-year term, made by P. Jansen, seconded by B. Dunsmore. One DRB position is OPEN. All in favor.
- Motion to nominate Chris Caspers as Development Review Board alternate, for a one-year term, made by P. Jansen, seconded by B. Dunsmore. One alternate position is OPEN. All in favor.
- Motion to nominate Eric Nye as Tree Warden, for a one-year term, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to nominate Kristina Senna and Carl Rosenquist as Selectboard Representatives to the Georgia Industrial Development Corporation, for one-year terms, made by P. Jansen, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to nominate, Cheryl Letourneau, Stacey Davis, Kollene Caspers, Lori Hobart and Deborah Mann for one-year terms for Georgia Community Events Committee (GCEC), made by P. Jansen, seconded by C. Rosenquist. No further discussion. All in favor.
- Motion to nominate Kollene Caspers as Town Health Officer, for a one-year term, made by P. Jansen, seconded by B. Dunsmore. Deputy Town Health Officer position is OPEN. All in favor.
- Motion to appoint Sara Currier as Animal Control Officer and Jim Benson as Assistant Animal Control Officer, for one-year terms, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to appoint Kirk Waite and Carl Rosenquist as Georgia Representatives to Northwest Regional Planning Commission, for one-year terms, made by B. Dunsmore, seconded by P. Jansen. No further discussion. All in favor.
- Motion to appoint Suzanna Brown as Georgia Representative to the Northwest Regional Planning Commission Transportation Advisory Committee, for a one-year term, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to appoint Zachary Burdick as the representative to the Northwest Communications Unified District (CUD) for a one-year term, made by C. Rosenquist, seconded by B. Dunsmore. Two alternate positions are OPEN. All in favor.
- Motion to appoint Alysia Catalfamo and Tom Hargy as representatives, for four-year terms, and Connor O'Driscoll as alternate for a one-year term, on the Conservation Commission, made by P. Jansen, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to appoint Paul Lambert as the Georgia Representative to the Northwest Solid Waste District for a one-year term, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to appoint all the Selectboard members as authorized signers of Town warrants, for one-year terms, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to appoint Stitzel Page & Fletcher as the Town's Primary Legal Counsel; and Kimball & Storrow as Town's Secondary Legal Counsel, for one-year terms, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to set the St. Albans Messenger as the official paper for the Town of Georgia, with Seven Days to be used in an emergency basis only, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.

- Motion to charge for town equipment at the State Agency of Transportation rate, unless it is a FEMA project, if it is a FEMA project, then FEMA rates will be charged, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to set the Animal Control Fines based on the current fine schedule, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Per 24 V.S.A. §871, Motion to re-affirm the current Selectboard policies, rules of procedure and the meeting schedule of 2nd and 4th Mondays, 6:00pm, every month, utilizing the agenda now in place, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Motion to re-affirm the Town of Georgia Ethics Policy made by made by B. Dunsmore, seconded by C. Rosenquist. No further discussion. All in favor.
- Motion to appoint Terri Sabens as the Town's Assessor, for a one-year term, made by made by C. Rosenquist, seconded by B. Dunsmore. The current Assessor, Hinman Assessments, LLC will finish out the contract and T. Sabens will then take over. All in favor.
- Motion to set forth the following wages for Planning Commission, Development Review Board and Board of Civil Authority, compensation shall be set at \$20.00 per meeting attended as per policy that "Board Members will not be paid for meetings where they are representing themselves or another party", made by B. Dunsmore, seconded by C. Rosenquist. No further discussion. All in favor.
- Motion to set the wages for Moderator and Parliamentarian at minimum wage rate, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.
- Per 24 V.S.A Sections 1953 and 1954, motion to appoint Fire Officers based on the recommendation from Chief Baker for 1st Assistant Chief: Patrick King, Captain: Eric Couture, 1st Lieutenant: Jamieson Barber and 2nd Lieutenant: Todd Cadieux for one-year terms, made by C. Rosenquist, seconded by B. Dunsmore. No further discussion. All in favor.

2. CHAIR UPDATE

3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

- S. Katon requested addition of Draft Minutes for Special Meeting 2/24/2025 (action to approve (4A); Add Resolution for Errors in the 2025 Town Meeting Warning (7J); and add the discussion of Selectboard vacancies (7K).
- L. Hobart requested the addition of Warrants #2507 for \$736.07 & Warrant #2508 for \$226.23 (4B).

Motion to add the above additions to the Agenda.

Motion made by P. Jansen, Seconded by C. Rosenquist

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

4. SELECTBOARD MINUTES AND WARRANTS

A. Approval of Selectboard Regular Meeting Minutes for 2/24/2025 Regular Meeting

Motion to approve the minutes with no changes.

Motion made by P. Jansen, Seconded by C. Rosenquist
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

Approval of Selectboard Special Meeting Minutes for 2/24/2025 Special Meeting

Motion to approve the minutes with no changes.

Motion made by C. Rosenquist, Seconded by P. Jansen
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

B. Approval of Warrants #2506

Motion to approve Warrant #2506

Motion made by P. Jansen, Seconded by B. Dunsmore
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

Motion to approve Warrant #2507

Motion made by B. Dunsmore, Seconded by P. Jansen
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

Motion to approve Warrant #2508

Motion made by P. Jansen, Seconded by B. Dunsmore
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

5. TOWN ADMINISTRATOR, TREASURER AND SELECTBOARD SUB-COMMITTEES REPORTS

- A. Georgia Conservation Committee-Ken Minck-Grant Approval Request-Silverlake Road Culvert-
- K. Minck explained the Conservation Commission grant for Silver Lake culvert, installation and permitting. Conservation Commission is requesting permission to apply for a Grant, and \$11,000 Town of Georgia contribution.
 - The funds for the grant are not currently budgeted in the Town Budget, and there are missing/outdated estimates for the work.

- B. Treasurer--Signatures Needed for Bond Bank-Lori needs signatures for authorized people to speak with Bond Bank.

- L. Hobart will reach out to US Bank for additional information on the investment options.

Motion to allow L. Hobart authority to sign the paperwork and S. Katon for callback number.

Motion made by B. Dunsmore, Seconded by C. Rosenquist
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- C. Personnel--Fire Chief request Approval to Hire

Matthew Gonzalez to be hired by Chief Baker for the Fire Department

Motion made by C. Rosenquist, Seconded by B. Dunsmore.
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- D. Georgia Public Library Board of Trustees-Conflict of Interest & Ethics Discussion

- There is a potential Conflict of Interest and Ethics violation after Nicole Jamison was voted in as Library Trustee, given that her child, Megan Jamison, is currently an employee of the Georgia Public Library.
- K. Caspers explained the Library Trustees would like Nicole to stay on the Board, as the community voted her in and the Selectboard could allow it, per the Conflict of Interest and Ethics policy (2025).
- B. Stone read a letter from N. Jamison in support of her position. M. Jamison will continue their work at the Georgia Public Library thru July 2025.
- S. Katon, serving as Ethics Liaison for the Town of Georgia, explained an Ethics Complaint was filed with the State of Vermont Ethics Commission. She spoke with the Executive Director of the State Ethics Commission, who stated N. Jamison could serve as a Member at Large Trustee for the term, and recuse herself from any motions that may qualify as a conflict of interest. If N. Jamison were to serve as an officer, it would be an “Inherent Conflict of Interest” and an Ethics violation, which would go back to the Ethics Liaison and Selectboard for action.

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

- A. Action to Approve TOG Municipal Complaint Form & Ethics Policy Final Version for Signatures--VT Code of Ethics Flow Chart to help identify if you may have a conflict of interest.
- The Municipal Complaint Form must be posted on the Town of Georgia website along with the Ethics policy.
 - This Complaint Form can be filed through the Town of Georgia Ethics Liaison or through the State of Vermont Ethics Commission website.
 - S. Katon will ensure all employees, boards, committees, and the like go through the State of Vermont Ethics training and submit their certificate of completion.

Motion to approve the Town of Georgia Municipal Complaint Form.

Motion made by P. Jansen, Seconded by B. Dunsmore

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

Action: Signature of the Ethics Policy by the Selectboard

- B. Roadside Acres Properties LLC-Easement Deed-Action to Approve and Sign- Boundry Line Adjustments

- D. Bergstrom filled the Selectboard in on the project. The deed and mylar have been approved by the attorney.
- Road maintenance by the Town of Georgia will not change.

Motion to accept the easement and sign the mylar.

Motion made by B. Dunsmore, Seconded by C. Rosenquist.

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

Action: Mylar was signed.

- C. Highbridge Bid Repairs-Rebid Advertisement & Notice--Bridge 10 aka (Highbridge) Repairs are going back out for rebid, bids will be due back to Town of Georgia for opening during the regular selectboard meeting on 3/24/2025.

Move to approve bid package as presented.

Motion made by C. Rosenquist, Seconded by B. Dunsmore
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- D. Board Discussion regarding the sale of Parcel ID 112260000 to Robert Peet
- D. Bergstrom explained the parcel is listed as an undefined, "unbuildable" lot owned by the Town of Georgia. Deed research is still necessary to understand the initial subdivision of property and deed restrictions.
 - This parcel is maintained by Mr. Peet. The total parcel is 1 acre, both lots triangular in shape, but Mr. Peet is just interested in purchasing the front triangle.
 - D. Bergstrom will conduct deed research and will bring it back to the Selectboard at the next meeting.
- E. Town Electronic Signage-- Note: Logan Grimm reached out to S. Katon on Friday 3/7/2025, Stacy to follow up with Logan this week. Sign was on display at Town Meeting, what are next steps from the board?
- L. Grimm will address the Selectboard at the 3/24/2025 meeting with an update and additional information about the electric signs.
- F. Oncore Renewable Energy-Corporate Donation Use-Action to Vote On
Discussion on the \$20,000 Oncore donation, discussion for the funds to go towards signs for the community.

Motion to apply the \$20,000 grant to two electric signs for the Town of Georgia
Motion made by P. Jansen, Seconded by C. Rosenquist.
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- G. 2025 HVAC Contract Bids--Review Bids
- S. Katon and T. Cadieux collected bids from four HVAC companies, bid papers were reviewed by the Selectboard. The bids include inspection, cleaning, and routine cleaning materials two times a year.
 - T. Cadieux discussed the quotes and gave his recommendation for the current vendor, 802 Electric.

Motion to approve HVAC bid for 802 Mechanical, 3-year contract for HVAC services for the four (4) Town buildings.

Motion made by B. Dunsmore, Seconded by C. Rosenquist
Voting Yea: B. Dunsmore, P. Jansen, C. Rosenquist, K. Senna

- H. Board Discussion regarding the Closing of Perrigo-Water and Waste Water treatment plant
- C. Rosenquist attended the GIDC meeting to discuss the plant closing and the future water services for the Industrial Park.
 - Perrigo used the majority of the water supply, with surrounding businesses in the Industrial complex using a minimal amount. Discussion on maintenance of the water system and use.
 - The GDIC is setting up a meeting with Perrigo management for more information on potential for future business(es) to take over water service, or the potential for Town water and treatment services.
- I. Request for Consideration of the Board Sale of All or Part of Webster Town Forest Land

S. Katon explained the Request for Consideration of the Board Sale of All or Part of Webster Town Forest Land.

- The Webster family submitted a letter to the Selectboard requesting a sale back of some or all of the Webster Town Forest land.
- Action- S. Katon will send the family a letter in response, on behalf of the Selectboard, stating the land was intended for use as a Town Forrest and at this time the Selectboard is not interested in sale of the property.

J. A Resolution was prepared by the Town Attorney to correct errors in the Town Meeting Day Warning.

Chair K. Senna read the Resolution language aloud.

Motion to approve the Resolution as written.

Motion made by P. Jansen, Seconded by B. Dunsmore

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

Action- The Selectboard signed the Resolution.

K. Vacancy on Selectboard

- A Selectboard member must be appointed for a 1-year term. Notification of the vacancy will be sent out to the public, a request for a Letter of Intent to be submitted by 4/14/2025. The vacancy will be advertised in the Saint Albans Messenger, posted on the Town website, posted throughout the town and communicated via social media.

7. 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.

Public Comment:

- N. Lavallee requested the Bovat Road maintenance project be added to the 3/24/2025 Selectboard meeting. This project includes land around the cell tower and Bovat Road. N. Lavallee and other Bovat Road residents would like to discuss the efforts to complete needed road work, culvert prices, and assistance from the Town in grading the road.
- P. Jansen suggested a special meeting with the Bovat Road residents, Selectboard and T. Cadieux to view the road and get information about what is needed for the project.
- Chair K. Senna asked N. Lavallee to reach out to S. Katon to get on the 3/24/2025 Agenda regarding the Bovat Road project.

8. CORRESPONDENCE

9. UNFINISHED BUSINESS

A. Bridge # 10-High Bridge

B. Bridge # 28 Mill River Bridge

C. Sherwood Forest 3 Acre Rule

319 D. Georgia Public Library - Electrical Work Project

- 320 • There are currently two bids for the electrical work, waiting on the 3rd bid to come in.
- 321 • The improvement plan for the library will require a committee between Library Trustees and
- 322 the Selectboard to create a plan to move forward. Library Trustees are invited to the 3/24/2025
- 323 Selectboard meeting to discuss the improvement plan for the library.
- 324

325 E. 2025 Manual Transfer Switch Project-Town Garage

326

327 F. Public Works Update

- 328 • T. Cadieux gave an update to the Selectboard on the status of road maintenance with the Town
- 329 garage staff. Road work due to erosion and potholes is a priority in the coming weeks.
- 330 • The paving grant is on hold from the State.
- 331 • The Tennis Court maintenance proposal fell within the allocated budget, the Selectboard
- 332 approved T. Cadieux signing the order for work to commence.
- 333 • Georgia Beach Seasonal Caretaker, Bob LaRose, is not able to run the beach this summer. The
- 334 Town will need to run an ad for the seasonal position to be filled, 22-30 hours a week from
- 335 Spring to Fall.
- 336 • The Selectboard is in favor of the purchase of a “Hot Box” for sale on a municipal website for
- 337 \$200. This will allow the reuse of paving materials.
- 338
- 339

340 **10. OTHER**

341 A. Discussion of Petition for T-Mobil Northeast LLC

342 T-Mobile is petitioning to use the Towers, American Tower. How is this different than the

343 original contract? Aren't they already on it? How are they coming up with the pricing

344 structure?

- 345 • No action needed by the Selectboard, just on notice of the use of the cell tower.
- 346

347 **11. PLAN NEXT MEETING AGENDA**

348 A. 3/24/2025 at 6:00pm

349

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

351 K. Senna would entertain a motion to enter into executive session to discuss personnel matters-

352 issues of interactions of public with the Town Administrator, which premature disclosure or

353 discussion may be detrimental to the board in itself and/or individuals involved.

354 K. Senna moves that we enter into executive session to discuss such personnel matters with S.

355 Katon, D. Bergstrom, L. Hobart and K. Caspers under the provisions of Title 1, Section

356 313(a)(1)(A) of the Vermont Statutes. (State Time.)

357

358 Motion to move into Executive Session at 8:25pm

359 Motion made by Rosenquist, Seconded by Dunsmore

360 Voting Yea: Dunsmore, Jansen, Rosenquist, Senna

361

362 Motion to invite S. Katon, D. Bergstrom, L. Hobart and K. Caspers to join the Executive Session

363 Motion made by Rosenquist, Seconded by Dunsmore

364 Voting Yea: Dunsmore, Jansen, Rosenquist, Senna

365

366 Motion to exit from Executive Session at 9:11pm

Motion made by Dunsmore, Seconded by Rosenquist
Voting Yea: Dunsmore, Jansen, Rosenquist, Senna

No Action taken following Executive Session.

13. ADJOURN

Motion to adjourn at 9:12pm

Motion made by Jansen, Seconded by Dunsmore.

Voting Yea: Dunsmore, Jansen, Rosenquist, Senna

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

Minutes and meeting videos are posted on the Town of Georgia website.

Signed: Stacy Katon, Town Administrator

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