

**Georgia Selectboard Regular Meeting
Chris Letourneau Meeting Room
Monday, February 14, 2022
7:15 p.m.**

Approved: Approved

Unapproved Minutes are subject to revision and corrections from the town of Georgia Selectboard Members. The contents herein represent the notes and recollections of the Selectboard Clerk, Town Administrator, and representatives, and may not have captured the true intent of all statements made by the participants. Meeting Minutes are corrected when necessary and voted upon for Approval by the Board at the next Regular Selectboard Meeting. For clarification of any details of these notes please contact the Town of Georgia Selectboard Chairperson or the Selectboard Clerk.

Board Members Present: Kyle Grenier, Carolyn Branagan, Sara Nadeau, Michelle Phelps

Board Members Absent: Scott St. Onge

Staff & Other Board Members Present: Amber Baker, Town Administrator; Ashley Sterling, Selectboard Clerk; Dawn Penney, Assistant Town Clerk (zoom)

Public Present: None

Kyle Grenier opened the Selectboard Regular Meeting for February 14, 2022, for the Town of Georgia in person and via Zoom at 7:02 p.m. to discuss regular business.

Additions, Changes or Deletions: Additions – Executive Session – Contracts, Masks in Municipal Buildings, Highway Filings

Public Appearances: None

Review of Selectboard Minutes:

Selectboard Budget Meeting Minutes 1/20/22 – Kyle Grenier stated he had some grammatical changes to the minutes and that he would meet with Ashley Sterling, Selectboard Clerk, to go over them during regular business hours.

All Selectboard budget minutes will be brought to the next Selectboard Meeting scheduled for Monday, February 28, 2022 for review and approval.

Selectboard Regular Meeting Minutes 1/24/22 – Michelle Phelps made the motion to approve the Selectboard Regular Meeting Minutes for 1/24/22 as written. Sara Nadeau seconded. No further discussion was had. All were in favor.

Selectboard Emergency Meeting Minutes 1/27/22 – Sara Nadeau made the motion to approve the Selectboard Emergency Meeting Minutes for 1/27/22 as written. Michelle Phelps seconded. No further discussion was had. All were in favor.

Review of Warrants:

AP #2 was reflective of an employee's benefits not being paid in full by the town. Michelle Phelps made the motion to approve AP #2. Sara Nadeau seconded. No further discussion was. All were in favor.

AP #3 is a transfer from our Town bank account with Citizen's Bank to our new account at People's Trust Company. Sara Nadeau made the motion to approve AP #3. Michelle Phelps seconded. No further discussion was had. All were in favor.

AP #4 has been reduced due to removing some invoices from when the Selectboard packet was created. Kyle Grenier asked about a missing description for J & L Hardware. Ashley Sterling will fix the description. Amber let the Selectboard know that with 3 weeks between meetings, the warrant is larger than normal. Michelle Phelps made the motion to approve AP #4. Sara Nadeau seconded the motion. No further discussion was had. All were in favor.

AP #5 is for the Town's Impact Fee account and some paving fund balances that are still being held by Citizen's Bank and will be deposited into the Town's new bank account at People's Trust Company. Sara Nadeau made the motion to approve AP #5. Michelle Phelps seconded the motion. Carolyn Branagan asked Amber if there are receipts from the bank showing the transfer taking place from Citizen's Bank to People's Trust Company where the Town's bank accounts now reside. Amber let Carolyn and the Selectboard know that a deposit slip is provided at the time of deposit/transfer reflecting the money going into the account as well as the bank statements from both institutions showing the withdrawal and deposit.

Additions:

Amber Baker was asked to bring the requirement of masks in Municipal Buildings back to the Selectboard and asked if they would like to continue this requirement. Carolyn Branagan stated that going forward she believes with the Covid numbers going down, the mask requirement can be lifted. Kyle Grenier asked Amber if she had any thoughts on the removal of masks as the Selectboard Members are not in the building every day. Amber said that she would not speak on behalf of any other employees but agrees that the removal of masks in Municipal Buildings can go in effect immediately. Carolyn made the motion to remove the wearing of masks in all Municipal Buildings. Sara Nadeau seconded. No further discussion. All were in favor.

Business – Amber Baker, Town Administrator:

Highway Garage Update – There was a Highway Garage Meeting with Amber Baker, Connor Contracting, Todd Cadieux, Georgia Road Foreman, Krebs and Lansing, Weiman and Lamphere, Kyle Grenier, Vice Selectboard Chair. Amber let the Selectboard know that they are scheduled to break ground on the Highway Garage on approximately February 21, 2022, and that all permits required are in. Discussion was had on if there would be a Soft Opening for the Garage, if Alek Fleury from the St. Albans Messenger was aware of the groundbreaking and how the announcement will be made to the public. Kyle Grenier will be writing a Press Release.

Zoning Regulations – The Final Public Hearing on March 3, 2022. Since Town Meeting takes place on March 1st, the Selectboard will need to appoint a Chair, a Vice Chair and Selectboard Clerk prior to

conducting business. The Development Regulations & Public Hearing agenda have been posted to the Town's website.

Black Walnut Road Request – Discussion to be had at the next scheduled meeting.

Fairbanks Memorial Request – Discussion to be had at the next scheduled meeting.

Bovat Road Culvert Replacement Decision – Todd and Amber recommend hiring Goodhue Excavation, Inc to do the culvert replacement work on Bovat Road. Sara made the motion to approve hiring Goodhue Excavation, Inc. Michelle seconded. Carolyn asked how this project would be paid for. Amber let Carolyn know the project would be paid for using FEMA money. A discussion was had between Amber and the Selectboard Members regarding FEMA, our representative and the money the Town will be receiving. All were in favor.

Public Hearing Notice – Amber asked the Selectboard to review the Town Meeting Informational Meeting Public Hearing Notice. Kyle asked to have 5 additional minutes added to #3 and #4. Ashley will update the Public Hearing Notice.

S.222 Temporary Open Meeting Law Changes – Discussion was had between Amber and the Selectboard regarding how they would like to continue having their Selectboard meetings held; currently in person and via Zoom; and if they would like the agenda to continue being posted in the same locations. The Selectboard agreed they would like the meetings to be both in person and via Zoom and to continue posting the agenda in the same locations. This law expires on 01/15/2023 and allows up to 10 days for meeting minutes to be posted if necessary due to staffing shortage.

2022 Planning Commission Goals – The Planning Commission drew up their 2022 goals and shared them with the Selectboard so they had an overview of what they would be working on through the year. The Selectboard commented how great this outline was and that it would be nice to have it from all Boards.

People's Trust Company Banking Resolution – Amber asked the Selectboard for approval of Todd Cadieux, Road Foreman, to have his own Town credit card with a daily limit on \$1,000.00. Amber explained this would be helpful to Todd during those early morning times when something breaks down and the office isn't open yet or when there is an emergency purchase that needs to be made. Carolyn made the motion to approve Todd Cadieux, Road Foreman, to have his own credit card with a daily limit of \$1,000.00. Sara seconded. No further discussion. All were in favor.

Connor Contracting Change Order #1 – Due to this being a contract, this will be talked about in Executive Session.

State of Vermont Yearly Town Road Filings – This item will be brought back to discuss at the next scheduled meeting.

Consent Agenda:

Northwest Regional Planning Commission Efficiency Webinar
NWSWD Minutes
Voices Against Violence Thank You Letter

Selectboard Interests: Sara asked to bring the renaming of the Recreation Committee to the next meeting.

Executive Session:

Motion to enter into Executive Session under 1 V.S.A. §313 with Amber Baker to discuss contracts, where premature, general public knowledge would clearly place the state, municipality, other public body, or person(s) involved at a substantial disadvantage, made by Carolyn Branagan at 8:12 p.m. Michelle Phelps seconded. All voted in favor.

Motion to exit Executive Session at 8:57 p.m., made by Michelle Phelps, seconded by Sara Nadeau. All voted in favor.

Carolyn Branagan made a motion out of Executive Session to authorize Amber Baker to sign Change Order #1 with Connor Contracting Inc, on behalf of the Town of Georgia, upon the approval of Matt Young, Ascent Consulting. Seconded by Michelle Phelps. No further discussion. All were in favor.

Carolyn Branagan made the motion to adjourn the Regular Selectboard Meeting at 8:58 p.m. Michelle Phelps seconded. All were in favor.