

**Georgia Selectboard Regular Meeting
Chris Letourneau Meeting Room
Monday, March 28, 2022
7:00 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, Dawn Penney, Gary Wright

Board Members Absent: None

Staff & Other Board Members Present: Amber Baker, Town Administrator; Ashley Sterling, Selectboard Clerk; Todd Cadieux, Road Foreman; Suzanna Brown, Conservation Commission; Keith Baker, Fire Chief

Public Present: Kevin Camisa; Chuck Baker; Carl Rosenquist; Karen Grenier

Kyle Grenier opened the Regular Selectboard Meeting on Monday, March 28, 2022, at 7:02 p.m.

Additions, Changes or Deletions: Business #15 – 2022 Legal Expenses

Public Appearances:

- Matt Young, Ascent Consulting – Matt Young introduced himself to the new board. He gave an update on how the Highway Garage construction is progressing. Matt provided the Selectboard with a Monthly Status Report (MSR). Discussion was had between Matt and the Selectboard about the budget, permitting issue and Conex boxes. Gary Wright asked if the Selectboard can review the MSR and have the bills that have been paid on it.
- Carl Rosenquist – Carl gave an update on bills passed by the Legislature. Currently the State budget, Transportation budget and Capital bill have been passed. Carl gave an update on the District Merging and the different options the State is looking at. Carolyn asked Carl if there were any changes or surprises in the Transportation bill for our local roads. Carl let Carolyn that he would have to get back to her on that. Before departing the meeting, Carl congratulated the new members of the board!
- Suzanna Brown, Georgia Conservation Commission – Suzanna let the Selectboard know that the GCC is applying for a couple grants. The first grant will help with the Russell Greene Natural Area. There are no permits needed to complete the proposed trail work. Suzanna asked the Selectboard to provide a letter stating the Town of Georgia owns the area and asked for a letter of support from the Board. The second grant the GCC is applying for will help with the overgrowth that has happened on the trail along 104A and Bryce property.

Review of Past Minutes:

- Motion to approve Selectboard Informational Meeting Minutes for February 28, 2022, motion by Carolyn Branagan. Second by Sara Nadeau. Carolyn Branagan, Sara Nadeau and Kyle Grenier, in favor. Gary Wright and Dawn Penney abstained.
- Carolyn Branagan asked that the Reorganization List in the Selectboard Regular Meeting Minutes for March 14, 2022, be simplified and show those who were nominated with approvals and those that we are still waiting on nominations for. Selectboard Clerk, Ashley Sterling, will make these changes and bring the minutes back to the next meeting.

Review of Warrants:

- Gary Wright made the motion to approve AP #9 & AP #10 with the exception of the flag purchases and asked for the purchase to become a complete purchasing process, which Todd Cadieux will address. Gary amended his motion, stating that any further purchasing needs to following the purchasing policy. Second by Carolyn Branagan. All were in favor. Discussion was had between the Selectboard Members, Todd Cadieux, and Amber Baker on the company that the Town flags were ordered from. Currently the flags are ordered by Todd Cadieux from a local shop, Flags Etcetera, owned by Fire Chief Keith Baker. Gary Wright pointed out that this goes against the Town of Georgia's Purchasing Policy as it states in Article I, General Information, Section 1.5 *"The Town shall not discriminate in its selection of vendors on the basis of race, gender, political affiliation, family relations, friendship or business affiliation. In the event an employee makes a purchase from any vendor whom a personal, business or family relationship exists, three written price quotes shall be required as evidence that the best possible deal for the Town was obtained. Employees shall not make any purchase from a vendor in which that employee has an ownership interest, except when specifically authorized by the Selectboard. Employees must publicly disclose all potential purchase conflicts prior to any purchasing decisions being made."*

Business:

Highway Garage Update – Presented by Matt Young of Ascent Consulting during Public Appearance.

Zoning Regulations – The regulations have been reviewed by legal counsel with changes made. The Public Hearing as been posted in the St. Albans Messenger, as well as the Town of Georgia website and the designated spots around the Town. The Public Hearing is scheduled for April 11, 2022, at 7:00 p.m. in the Letourneau Meeting Room.

Black Walnut Road Request – Bringing back to the next meeting as the Memorandum of Understanding (MOU) has not been reviewed by legal counsel yet.

Fairbanks Memorial Request – Bringing back to the next meeting.

Quarterly Loss Run as of 02/28/2022 – There were no new loss claims in the last quarter of 2021. Gary Wright mentioned that the report does not show who was responsible/who paid the monies. Amber let Gary know that if it is on the report, has a dollar amount, the claim was paid by the insurance company on the Town's behalf.

Vermont State Police Contract – The new contract from the Vermont State Police (VSP) for the Town of Georgia will begin May 1, 2022, and end April 30, 2023. There is a 5% increase to this new contract, and it does fall in-line with the approved budget. Amber informed the Selectboard that at this time, VSP is not able to provide the Town with additional hours as they are short staffed. Gary Wright asked Amber if a report was provided by VSP. Amber let him know that in there is one in the Town Report, but she does not receive reports on a monthly basis, however, she will reach out and request this information. Kyle Grenier asked for a motion to approve the VSP contract for May 1, 2022, to April 30, 2023, with Kyle Grenier as signer. Sara Nadeau made the motion. Carolyn Branagan second. No further discussion. All were in favor.

Liquor & Lottery Licensing Portal – Town Clerk, Cheryl Letourneau received information that the Liquor & Lottery Licensing Portal will be updated, and the State will be moving to an on-line licensing portal.

Hinman Assessments, LLC, Contract – Amber informed the Selectboard that the revisions to the Assessor contract have been made. Kyle Grenier asked for a motion to appoint Hinman Assessments, LLC, as the Assessor for the Town of Georgia, for a one-year term. Gary Wright made the motion. Carolyn Branagan second. Kyle Grenier asked for a motion to accept the Hinman Assessments, LLC, contract with Kyle Grenier as signer. Gary Wright made the motion. Sara Nadeau second. No further discussion. All were in favor.

DRB Appointments – The DRB currently has 2 vacancies on their board, and they are posted on the Town’s website. If anyone knows somebody who may be interested, please have them reach out to the Zoning Administrator. At the request of the DRB, they are asking the Selectboard to appoint Anthony Heinlein and Lary Martell to the DRB as alternates for a term of one year. Motion made by Carolyn Branagan. Second by Dawn Penney. No further discussion. All in favor.

Georgia Conservation Commission Appointments – The GCC By-Laws were proved to the Selectboard. During the Re-Organization meeting, Kent Henderson was appointed to the GCC. At this time, he does not have any interest to be on the Commission. Suzanna Brown commented that the GCC has a set number of board members and is unsure why the Selectboard appointed more than needed.

Georgia Community Events Committee Appointments (GCEC) – Amber informed the Selectboard that she reached out to Vermont Leagues of Cities & Towns (VLCT), who stated that since there are no by-laws or procedures for the GCEC, to keep past practice of appointing members. The GCEC is looking to appoint Candace Holbrook, Cara Bryce-Parrott, Dawn Penney, Ellen Hsieh, Gail Wolff, Jessica Fike, Jessica Paradis, Judi Wilson, Katie Driver, Matt Dow, Sarah Savich, Stacey Davis and Susie Ruzdon for one-year terms. Cheryl Letourneau was appointed in the previous meeting on March 14, 2022. Sara Nadeau made a motion to appoint the members listed. Carolyn Branagan second. No further discussion. Kyle Grenier, Sara Nadeau, Gary Wright and Carolyn Branagan approved the motion and Dawn Penney abstained.

Highway Pick-up Truck Replacement Bids – Todd Cadieux, Road Foreman, informed the Selectboard that he is looking to replace the 2010 GMC Sierra 1500 with a 2022 GMC Sierra 2500. This purchase was a part of the 2022 budget and was due to be replaced in the 2020 Capital Plan. Also, the 2010 GMC will not pass inspection, which is due in August of this year. Todd provided the Selectboard with three quotes with breakdowns. Amber was asked to provide the breakdown in the in the 2022 budget; \$8,500.00 for a down payment from impact fees and \$4,500.00 to cover monthly payments. The quotes received were from Heritage Ford, Lamoille Valley Chevrolet and Capitol City. Todd gave his

recommendation to purchase from Capital City. Discussion was had between Gary Wright, Todd Cadieux and the rest of the Selectboard on not purchasing a new truck and using the existing, good truck with better job coordination vs. purchasing the new truck and how having the two trucks would better benefit the Town. Gary Wright made a motion to not purchase the 2022 GMC Sierra 2500. There was no second motion. Sara Nadeau made the motion to approve the purchase of the 2022 GMC Sierra 2500 from Capitol City. Carolyn Branagan second. Kyle Grenier, Carolyn Branagan and Sara Nadeau voted in favor. Gary Wright and Dawn Penney opposed.

Highway Contractor Services Request – Todd Cadieux is asking permission from the Selectboard to solicit contractors to have on hand, in case of emergencies. This also came as a recommendation from FEMA. Kyle Grenier asked Todd to look in to doing an RFP process or something similar. Dawn Penney asked Todd to call neighboring Town's to see if they had lists as well. Once Todd does this, he will work with Ashley Sterling, Selectboard Clerk, to post something to the website and Facebook page, stating the Town is looking for contractors.

Peter & Frances Mallet Recreation Area – The gate at the Georgia Beach is currently closed due to ice melting and keeping fisherman safe. Amber mentioned that the gate usually closes once the ice starts to melt and will stay closed until Little League starts. Amber is looking to start advertising for the summer season position. Georgia resident, Doug Bergstrom has volunteered to open and close the gate. Discussion was had on hiring students to take on the task, grants that will pay the position, as well as if the Town can Co-Op students through BFA. Amber will reach out to BFA to see if there is an opportunity to do a Co-Op.

Consent Agenda:

- NWSWD Agenda & Minutes
- Georgia Conservation Commission Minutes – Amber mentioned that the GCC would like to be involved with the ARPA discussion.
- 2022 Green Up Day Information
- DRB Minutes
- BOA/BCA Minutes
- Milton Police Department
- Library Agenda

Selectboard Interest:

- ARPA – Amber will be attending the next ARPA seminar on April 5, 2022.
- Kyle Grenier informed the Selectboard that per open meeting law, items that are not listed on the agenda cannot be discussed.

Karen Grenier thanked the Highway Department for their hard work and thanked the Selectboard for the approval of the new truck.

- Carolyn Branagan advised that the blinking light on Ballard Road is back on and operating during the correct timeframe.
- Gary Wright would like each board member to be focal points for items.
- Sara Nadeau would like to see agendas and minutes from the GCEC going forward.

- Dawn Penney asked the Selectboard if she could meet with Ashley and Amber to review the website's home page. Going forward, the Selectboard asked to be updated when the website has changes made to it.

Kyle Grenier informed the Selectboard that the motions to enter into Executive Session need to be broken down into 2 separate motions going forward so they identify the topics being discussed.

Executive Session: At this time, I would entertain a motion to find that premature general public knowledge pertaining to job performance and evaluation tied to the town's 2022 wage structure, would place the Town and employees at a substantial disadvantage if discussed in public. Sara Nadeau made the motion. Gary Wright second. No further discussion. All in favor.

Kyle Grenier moves that we enter into Executive Session to discuss 2022 wage specifics, with Town Administrator, Amber Baker and Road Foreman, Todd Cadieux, under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes at 9:08 p.m. Sara Nadeau made the motion. Gary Wright second. No further discussion. All were in favor.

Motion to exit Executive Session at 10:45 p.m., made by Carolyn Branagan. Second by Sara Nadeau. All voted in favor.

Motion out of Executive Session to approve 2022 Compensation as listed on the 2022 Compensation worksheet made by Carolyn Branagan. Second by Dawn Penney. All were in favor.

Carolyn Branagan made the motion to end the Regular Selectboard Meeting at 10:46 p.m. Sara Nadeau second. All were in favor.