

Georgia Selectboard Regular Meeting
Chris Letourneau Meeting Room & via Zoom
Monday, June 13, 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: Carolyn Branagan, Dawn Penney, Sara Nadeau, Gary Wright, Carl Rosenquist

Board Members Absent: None

Staff & Other Board Members Present: Ashley Sterling, Selectboard Clerk; Cheryl Letourneau, Town Clerk & Interim Town Administrator; Todd Cadieux, Road Foreman; Suzanna Brown, DRB & PC Chair; Amber Baker, Treasurer

Public Present: Karen Grenier; Joel Rice Bright

Carolyn Branagan opened the meeting at 7:02 pm on Monday, June 13, 2022.

Carolyn informed the Selectboard that Amber Baker, Treasurer, would be presenting the Treasurer/Budget Update right away.

Treasurer/Budget Update – Amber Baker, Treasurer, provided an update of the budget to the Selectboard as a synopsis instead of a line-by-line budget for each department. Amber explained that everything is where it should be currently. There has not been a lot of revenue taken in, which is normal during this time as we don't collect taxes till 10 months into our year. Carolyn asked Amber if the regional line was for the court costs. Amber explained that it was for annual dues to be paid to the courts including VLCT. Discussion of the budget continued between the Selectboard members and Amber. Gary requested that the Treasurer meet with the Selectboard monthly instead of quarterly. Carolyn requested Amber meet with the Selectboard in July to review items in preparation of budget season.

Elect Selectboard Chair – Carolyn asked for a nomination for the Selectboard Chair. Gary Wright nominates Carolyn Branagan. Carl Rosenquist seconds. No further discuss. All were in favor. No other nominations were made.

Public Appearances:

- Suzanna Brown, PC & DRB – Suzanna informed the Selectboard that the owner of 17 Black Walnut wants to sell the lot to someone who builds elderly housing and that is not his specialty. Suzanna informed the Selectboard that the current owner of the lot is hesitant in building the

road (that the Town will eventually take over). Discussion was had between Suzanna and the Selectboard members regarding building the road that will lead to nowhere and have potential damages caused and the ability to put in a turn around. Cheryl informed Suzanna that David Rough, the Town's attorney, would be attending the next regular scheduled Selectboard meeting on June 27, and asked for Suzanna to be in attendance for that meeting. Cheryl asked Suzanna if she would provide her with a copy of the concerns from Black Walnut so that Cheryl can inform the attorney. Suzanna agreed to all.

Suzanna also informed the Selectboard that there is a well in that area that gets over 100 gallons per minute and Mr. Camisa is thinking of the possibility of selling it to the Town of Georgia as he may not need it. Suzanna commented that adding municipal water & sewer would change the South Village drastically, as it is something they are missing in that area. Gary commented that as a businessman, he should open his own fire district.

Additions/Deletions/Changes:

Cheryl informed the board that she would like to add the Conservation Commission Grant to the business section of the agenda and the General Manager for the New Town Garage to Executive Session.

Review of Past Minutes:

Carolyn reviewed the changes she would like made to the May 23, 2022.

- Motion to approve Selectboard Regular Meeting Minutes for 05/23/22 with corrections made by Carl Rosenquist. Second by Gary Wright. All were in favor. No further discussion.
- Motion to approve Selectboard Special Meeting Minutes for 05/26/22 with corrections made by Gary Wright. Second by Carl Rosenquist. All were in favor. No further discussion.

Review of Warrants:

- AP#19 & AP#20 – Gary informed the Selectboard that he reviewed the warrants with Ashley Sterling, Bookkeeper, and Todd Cadieux, Road Foreman, and during the review he asked to have an invoice from Stitzel, Page & Fletcher PC be removed as he believed the charges could be covered by FEMA. Ashley informed Gary and the rest of the Selectboard that Amber Baker, Treasurer, sent the invoice to our FEMA rep.

Ashley also informed the Selectboard that there were two invoices added to the warrant after it was reviewed by Gary. One of the invoices had been approved by Gary & Todd and the other by Cheryl Letourneau, Interim Town Administrator.

Gary informed the Selectboard that the acting GM for the new Town Garage signed the Connor Contract invoice and emailed it to him and Gary was unaware of it. He apologized to the Selectboard for not seeing the invoice sooner.

Gary Wright made the motion to approve AP#19 & AP#20. Dawn Penney second. All were in favor.

Gary thanked Todd Cadieux, Road Foreman, for sitting with him throughout the warrant review meetings as he brings a wealth of knowledge.

Business:

Highway Garage Update – Cheryl & Todd informed the Selectboard that the walls are going up, the water lines are in place but not yet connected. Todd let the Selectboard know they will be running behind as there is a shortage on concrete. A spring was hit during the construction of the power lines, so they have reached out to the engineer and the driveway is about 95% complete. Discussion was had on the concrete slab and the pricing of it. Carl asked if the paving at the new Town Garage was using ARPA funds. Todd and Gary answered yes, it is, it has just not been put in motion yet.

Black Walnut Road Request – Dave Rough, Town attorney, will be here on June 27, 2022, to answer questions.

Fairbanks Road Memorial Request – No update.

Town Administrator Position – Cheryl asked which version of the job description the Selectboard would like to use to draft an ad. Carl asked Cheryl if she, as Interim Town Administrator, had any suggestions. Cheryl responded that it all depends on what functions the board wants the position to do. Carolyn asked Cheryl if anything needed to be removed. Cheryl responded that the Grant Writing information could be removed if the Town is going to move forward with hiring a Grant Writer. Sara asked if the new position of the Grant Writer needed to be placed on the ballot as an Article. Carolyn responded that her understanding was no that they could do it themselves as a board during budget season.

Carl asked with the Town Administrator position shows CDL training & testing. Todd answered that it is at random for all Highway Workers including himself, so the TA would receive the results.

Cheryl asked the Selectboard if the TA position, and her as the Interim Town Administrator, is supposed to act as Human Resources as well between employees. The Selectboard agreed that any HR related items would go through Cheryl (TA position) first, then come to the Selectboard.

Discussion was had on edits to the job description. The job description will be edited by Dawn and brought back to the next meeting.

Animal Control Officer – Cheryl will schedule a meeting with Deanna to review and sign contract.

Highway Laborer Position – No new applications have been received.

Town Trail Insurance – Bringing back to next meeting.

Treasurer/Budget Update – This item was discussed during the beginning of the meeting. Please see above.

VMERS Rate Increase – Cheryl informed the Selectboard that the VMERS rates are increasing. This is something that the Selectboard was aware of.

AOT Road Grants Program – Todd explained that this is something we signed up for already for 2022 but we need a signature to sign up for it for 2023. This is a Municipal Roads Grant from the Agency of Transportation. Gary made a motion to approve the signature needed for 2023. Carl Rosenquist second. All were in favor. No further discussion.

Paving Recommendation – Todd gave the recommendation of Pike Industries to do paving in Georgia. Pike provided the lowest price per tun. Roads to be paved are Robert Newton Rd, Ballard Rd & Route 7 corner, Meadow Wood Dr and Polly Hubbard, as well as the new Town Garage. Part of Georgia Shore Rd will be an alternate expenditure. A different part of Georgia Shore Rd is eligible for paving through an anticipated grant. Sara made the motion to use \$32,000 of the ARPA money towards the paving of the Town Garage. Gary second. All were in favor. No further discussion.

Gary made the motion to approve Pike Industries bid for paving of the Town of Georgia and authorized Todd as signer. Carl second. All were in favor. No further discussion.

New Used Truck Purchase – Todd is looking for approval to get locked in for a new to the Town of Georgia used truck for the highway department for 2023. Carl makes the motion. Sara second. All were in favor.

Culverts – This is something that Todd does every year. Todd asked permission to go ahead and purchase the culverts. Gary made the motion. Carl second. All were in favor. No further discussion.

Town Garage General Manager – Cheryl informed the Selectboard that there have been no applications received. Gary explained that the current acting manager of the garage project is doing a great job. His payment request is \$7,000. Gary made the motion to approve of the new General Manager of the garage project. Carl second. All were favor.

Todd informed the Selectboard that he has a truck that went in for diagnostics and the to get to the area of repair a lot of the truck was taken apart. Todd informed the Selectboard that instead of them putting the entire truck back together, getting it to the shop, and taking it back apart to work on it; he would like permission to have the service center do the work. He is asking permission as the transaction is over \$1,000.

Carolyn gave thanks to Todd for his hard work.

Consent Agenda:

- GCC Minutes
- GCEC Agenda
- Library Minutes

Selectboard Interest:

Carolyn reported that the Vermont Division of Historic Preservation will put up an historic marker for Jeffery Brace on Mill River Road in October

Carolyn stated that at this time, 9:05 p.m., she would entertain a motion to enter Executive Session to discuss personal and Town Garage General Manager with Todd Cadieux, Road Foreman, & Cheryl

Letourneau, Interim Town Administrator. Gary made the motion. Carl second. All were in favor. No further discussion.

Motions out of ES:

Gary made a motion to reduce the highway departments hours to 40 hours per week effective July 1. Carl second. All were in favor. Updates to Paydata and policies need to be made.

Gary made the motion that the approval of the fulltime position at the Fire Department be repelled this year and be brought back next year as part of the 2023 budget. Carl second. All were in favor. Carolyn will inform Keith of this decision.

Motion made by Gary that meeting minutes be completed within 48 hours of Selectboard meetings and sent to board members for review. Carl second.

Motion to end the regular Selectboard Meeting at 10:30 p.m. made by Sara Nadeau. Second by Gary Wright. All were in favor.

Motion to end the regular Selectboard Meeting at 10:31 p.m. made by Sara Nadeau. Second by Gary Wright. All were in favor.