

**Georgia Selectboard Regular Meeting
Chris Letourneau Meeting Room & via Zoom
Monday, June 27, 2022
7:00 p.m.**

Approved: July 25, 2022

Board Members Present: Carolyn Branagan, Dawn Penney, Sara Nadeau, Gary Wright, Carl Rosenquist

Board Members Absent: None

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

Public Present: Doug Bergstrom; Heather Grimm; Fred Grimm; Kyla Maddix; Michael Maddix; Mike Forcier; Olga Aldorva; Karen Grenier; Kristin Trivento; Mary O'Neil; Michelle Phelps; Justin Holmes, Pinnacle Engineering; Kevin Camisa, 17 Black Walnut; Alex Fluery, St. Albans Messenger; David Rugh, Stizel, Page & Fletcher

Carolyn Branagan opened the meeting at 7:00 pm on Monday, June 27, 2022, and informed everyone in attendance that the meeting would start with the Black Walnut MOU.

Justin Holmes, Pinnacle Engineering, introduced himself and Kevin Camisa, 17 Black Walnut, and the Black Walnut Project. Kevin informed the Selectboard of some of his concerns regarding the MOU drawn up by the Town Attorney.

Dave Rough, Stitzel, Page & Fletcher – Made motion to enter Executive Session with the Selectboard; Interim Town Administrator, Cheryl Letourneau; Road Foreman, Todd Cadieux; Zoning Administrator, Emily Johnson; & DRB/PC Chair, Suzanna Brown, at 7:35 p.m.

Motion made for Town Attorney to amend current contract for Black Walnut.

Motion to end Executive Session at 7:50 p.m. and enter back into the regular Selectboard meeting made by Carl. Second by Gary. All were in favor.

Resignation of Selectboard Member:

- Sara Nadeau informs the Selectboard and Town of Georgia of her resignation as of July 7th due to accepting a new job out of State.

Carolyn asks how the board will like to move forward with the vacancy. Sara suggests following past practices, such as submitting letter of interest. Gary stated the Town has gone through a lot of turmoil and he is ready to move on with a full board. Carolyn stated she would like to put it out to the public for those to submit their interest. Carl agreed and Carolyn added that they could have a Special Meeting on July 7th and that all letters of interest should be submitted to Cheryl by July 6th. Sara asked if she should still attend the meeting even though her last day is July 7th. Gary stated he felt that it was inappropriate for Sara to attend and that she would not be able to vote on her own replacement. Carolyn let Sara

know that she did not need to attend the Special Meeting on July 7th. Cheryl suggested Sara changing her resignation date to July 6th so there would not be any confusion on July 7th. Sara changed her resignation to be July 6th. Gary made motion to hold a Special Meeting on July 7th to fill the open Selectboard Vacancy at 6:00 p.m. Carl second. All were in favor.

Public Forum:

- Heather Grimm informed the Selectboard that with the recent change in allotted time of 2 minutes per person from 5 minutes, negates the public to come to the Town. Heather is asking for the Selectboard to rethink the 2 minutes timeframe. Fred Grimm added that the Schoolboard gives a 15-minute timeframe and that maybe this is something that the Selectboard should do as well. Carolyn Branagan let the Grimm's and the meeting attendees know that this change isn't to limit anyone, but rather just express their concern(s). Heather mentioned that it sends a negative feeling and Fred added that nobody can say anything in a 2-minute timeframe. Gary Wright said he agreed with the Grimm's, and rather it be minutes per person, change the Public Forum to a block of time. Carolyn confirmed she liked the idea and said going forward it would now be a 15-minute block of time for Public Forum.
- Olga Aldorva & Mary O'Neil asked if there could be speed bumps added to Polly Hubbard Rd at the corner as there as been a lot of racing down the road. Todd Cadieux, Road Foreman, said that this isn't something the Highway crew would do. Sara Nadeau mentioned adding a speed tracker from the Milton Police to this road as it will also track the time the speeding occurred. Carolyn asked Cheryl Letourneau to reach out to the Milton Police to see if they can do more patrolling to this road.
- Suzanna Brown made a comment referring to the meeting on 06/13/2022 she attended, and how an agenda item came up that she wanted to comment on and she was told she couldn't as she had already used her time and she wasn't allowed to speak. Carolyn Branagan explained to Suzanna that she is following Robert's Rules so that they are orderly and know what they are doing on their agenda. Carolyn added that there is too much talk around the edge of the table and that when the Board starts discussing on the agenda and have decisions to make, there can't have a lot of chatter around the edge of the table. Suzanna asked if the public was allowed to comment on items that were on the agenda during the time they are being discussed or only during the Public Forum time. Carolyn answered that comments/questions were to be made only during the Public Forum time and mentioned that was how Robert's Rule were written. Carolyn added that it may eventually change. Suzanna expressed that it seemed odd that people who have to comment on an item on the agenda before it had even been discussed by the Selectboard during the meeting. Since the meeting was going to be run this way, Suzanna stated she wanted to comment on the road naming item, which is what she wanted to comment on during the last meeting and stated that if the Selectboard was going to name a road after the Fairbanks family, it should be a road the Fairbanks property holds, not just a road. Suzanna added that she has heard that the new road to be built on the Black Walnut property is to be named after the Fairbanks and that it makes no sense to her as someday, they are expecting to have a road on the Fairbanks property. Carolyn informed Suzanna that there was a nicely written letter received from the family asking for a remembrance for there family in the Town and that this is what the Selectboard came up with, is naming a road after them, not sure where yet.

- Fred Grimm added that the 15-minute time frame on the Schoolboard agenda was for items that were not listed as an item to discuss on the agenda and that they couldn't be acted on as they were not listed on the agenda and that when items were discussed on that were on the agenda, they asked if there were any comments from the people attending the meeting. Fred stated that it is important to hear from the public before making a decision on the item. Carolyn stated that there was a misunderstanding and that they want to hear from the public. More discussion was had on this.

Public Appearances:

- Michael & Kyla Maddix; Mountain View Drive HOA – Michael asked the Selectboard if there was a path forward to having this road taken over by the Town. Michael also stated that when he spoke with Tim Reed, developer, Tim said the road was built to the Town standards. Carolyn asked Emily Johnson, Zoning Administrator, if she had any information on this. Emily stated that new roads built are to be built and there is nothing prohibiting the Town from taking over the road and there were specific standards to be met during the building of the road. Carolyn asked if there was a procedure to take over the road. Emily stated she was not aware of one but did know that it is the Selectboards decision to take over this road. Todd Cadieux stated that part of the reason is because there are no turn arounds, there is only one way in and one way out. Michael asked if the Town required turn arounds. Todd answered yes and Suzanna added that the Fire Department requires hammerheads now. Todd informed Michael that there is a form on the Town of Georgia's website for taking over a road and it lists specifics needed.
- Emily Johnson, Zoning Administrator – Draft Junk Ordinance: Emily stated that the Planning Commission has been working on a Junk Ordinance and wanted to bring it to the Selectboard, as a draft, for review and comments. Discussion was had on the draft Junk Ordinance and a decision was made to table this item so they could further review and discuss it. Gary Wright made the motion to table this item. Carl Rosenquist second. All were in favor. No further discussion.

Additions/Deletions/Changes:

Cheryl informed the board that she would like to add a Class 2 Grant, Purchase & Sales Agreement and missing road signs.

Review of Past Minutes:

- Motion to approve Selectboard Regular Meeting Minutes for 06/13/22 made by Carl Rosenquist. Gary Wright second. All were in favor.

Review of Warrants:

AP#21 & AP#22 – Gary Wright made the motion to approved both warrants. Carl Rosenquist second. Ashley Sterling, Selectboard Clerk, informed the Selectboard of 4 additions to the warrant per the Treasurer. Discussion on warrant review was had. All were in favor.

Business:

Highway Garage Update – Todd informed the Selectboard that electrical conduits have been installed. Water lines were installed. Roof decking's installed. The access road to the east and south is completed. The drainage in the floor has been installed.

Black Walnut Road Request – Discussed in beginning of meeting.

Fairbanks Road Memorial Request – No update.

Town Administrator Position – 3 applicants were received. The Selectboard discussed extending the deadline for the position to July 6th to allow for more applicants. Gary asked to discuss this further in Executive Session.

Animal Control Officer – Cheryl informed the Selectboard that Deanna Never accepted the Animal Control offer. Cheryl will check with Jim Benson to see if he will continue as back up Animal Control Officer.

Animal Boarding – Todd informed the Selectboard that the Town of Milton has a kennel for boarding dogs that had been picked up. Todd stated there were fees involved. Cheryl stated that the new ACO has kennels and willing to board dogs on a short-term basis. The ACO's boarding fee would be determined by them.

Gilles Rainville Road Concerns – Cheryl informed the Selectboard that there is a meeting with AOT at the property on 06/28/22.

Delta Dental – Cheryl & Ashley informed the Selectboard that an employee had questions on there dental rates and it was discovered that employees may be charged the incorrect rates. It is believed that this could date back to 3 years ago and it may be on both the employee and employer side. Carolyn stated that she would talk with the Treasurer about this. Ashley stated she did have the email correspondence with the Treasurer.

Selectboard Vacancy – Discussed in beginning of meeting.

Fire & EMS Applicant for Employment – Fire Chief Keith Baker recommends Cassie Boudreau, certified EMT, be added to the EMS staff for the Town of Georgia. Keith stated he was looking for the Selectboard to approve this recommendation. Carolyn stated she was unaware this needed to be approved by the Selectboard. Dawn Penney made the motion to approve the recommendation of Cassie Boudreau to be appointed as an EMS member. Gary Wright second. All were in favor. No further discussion.

Addition: Telling & Hillman Audit – This company is our current Auditors and they want to set up a date to do an Audit. Cheryl forwarded this information to the Treasurer. Gary made the motion to accept the offer from Telling & Hillman to do the audit. Dawn Penney second. Carolyn asked how many years in a row is it appropriate to have the same company to the Audit. Gary said it is up to the Auditors. Sara asked if they needed to go out to bid for other companies. Gary stated that this is for legal purposes and it does not need to be done. Carolyn signed the form.

Addition: Missing Road Signs – Cheryl let the board know there were road signs, stop signs and poles stolen over the weekend. Todd got a quote for replacement from Permaline. Todd is looking for permission to purchase the new signs but also stated that there is insurance on the signs. He also stated

that there were a lot of private road signs stolen as well. Sara asked if private road HOA's should make claims or if the Town needed to. Todd stated that insurance was taken out on the Town road signs but not on private roads. Todd believes it would cost around \$5,000.00 to replace the missing Town road signs. Todd would like approval to purchase new signs and to have Cheryl make an insurance claim. Gary made the motion. Carl Rosenquist second. Doug Bergstrom asked if Todd received other bids for this. Todd stated he did not as there was only one company around to do this. Doug informed Todd that there were two other companies in Town that could do this. Todd stated he was unaware of these companies being in Town. Doug would provide Todd the information. Doug also stated that the poles should be breakaway. Cheryl stated she reported this incident to the Milton Police, who then told her to also contact the Vermont State Police. All were in favor.

New Pickup Purchase – Discussion was had between Todd, the Selectboard and Treasurer, on financing the new pickup truck, money set aside, use of impact fees and how long the Treasurer should go out to bid for on a loan. Amber, Treasurer, stated she feels they should go out to bid for a 4 year term at \$28,000.00. Gary Wright made the motion. Carl Rosenquist second. All were in favor.

Carolyn asked Amber about the Delta Dental Rate issue discovered. Amber stated she feels it only goes back to July 2021 when the Town converted from NEMRC payroll to Paydata and stated she did not believe it was a 3 year error. Gary asked how it would get resolved. Amber stated it would be corrected by herself in Paydata, done in one payroll swoop. Ashley referenced the email correspondence she had with Amber stating it may go back to 3 years ago. Amber responded that at that time she believed it may have but truly believes it was a conversion issue. Amber stated she took responsibility for missing it.

Carolyn reviewed the warrant review process with Amber stating that anything that comes in after the review with the Selectboard meeting will have to wait till the next meeting. Amber stated that she would review the warrant first. Ashley stated that her and Amber discussed having all invoices in by the Wednesday morning before a meeting.

Georgia Shore Paving Grant – Todd stated this was accepted and that he reached out to the State because the quote number and actual number received was about a \$20.00 difference per ton and was told that we would still receive the same amount but pay a lesser rate. Todd needs a signature accepting the grant of \$88,000.00. Carl Rosenquist made the motion to have the Chair sign to accept the grant. Gary Wright second. All were in favor.

Shoulder Reclaimer – Todd stated he put in for a grant to Northwest Regional Planning for a shoulder reclaimer. Todd has only received one quote so far but can get two others. The deadline for the grant is June 30th, 2022. The grant is for \$6,000.00. Carl makes a motion to authorize Todd to receive two additional quotes and move with the lowest bidder. Amber stated that Todd would be pulling money from his equipment line which has \$8,000.00 budgeted, but to be used for the new GMC purchase. Discussion was had on the impact fees and the highway budget. Carl amended his motion to authorize Todd to receive two additional quotes, then take money from impact fees or elsewhere in his budget. Sara Nadeau seconds. Further discussion was had. Gary Wright opposed.

Amber and the Selectboard will have a meeting discussing the budget on July 25th.

Gary Wright will continue to sign Connor Contracting invoices associated with the new Town Garage.

Consent Agenda:

- GCC Agenda & Minutes
- Library Trustee Agenda
- NWSWD Agenda & Minutes
- Fire Station 70th Anniversary
- EMS Anniversary
- Memorial Dedication at Fire & Rescue Department

Selectboard Interest:

- Town of Georgia Website – Sara has been doing research on different templates to use through our current website vendor, Govoffice.com. She will forward the information she received to the Selectboard.

Staff Meeting Highlights:

- Cheryl has been holding staff meetings with all department heads to keep everyone informed of what is going on. At the last meeting Keith recommended that the Town Office get a Knox Box incase of an emergency situation. Cheryl will research these and come back to the board with more information.

Executive Session:

Carolyn stated she was looking for a motion to enter executive session under 1 VSA §313 Interim Town Administrator, Cheryl Letourneau to discuss personnel where premature general public knowledge would clearly place the state, municipality, other public body, or person involved at a substantial disadvantage.

At 9:50 p.m. Carl made the motion to enter Executive Session. Gary second.

Motions out of ES:

Cheryl Letourneau will have a salary increase of \$20,000.00 when Town Administrator position is filled, to reflect the employment pressures in areas for competitive salary for the Town Clerk position, motion made by Gary. Second by Carl. Dawn abstained.

Motion to end Executive Session at 10:26 p.m. made by Gary. Second by Sara. All were in favor.

Motion to end the regular Selectboard Meeting at 10:26 p.m. made by Sara Nadeau. Second by Gary Wright. All were in favor.