

**Georgia Selectboard
Executive Session & Regular Meeting
Chris Letourneau Meeting Room
Monday, June 24, 2019
Executive Session 6:00 P.M.
Regular Meeting 7:00 P.M.**

Approved: Approved

Chairman Crawford Called the meeting to order at 6:10 P.M. Present were Matt Crawford, Tara Wright, Steve Lamos. Absent were Deb Woodward, Jason Burt.

Mr. Crawford asked for a motion for executive session for the purpose of discussion of confidential attorney client information.

Motion made by Steve, Seconded by Tara to go in to executive session for the purpose of discussion of confidential attorney client information. All in favor.

Jason Burt joined the meeting at 6:19 P.M.

Town Clerk Cheryl Letourneau and Town Administrator Michael McCarthy were invited to join the meeting at 6:57 P.M. and did so.

At 7:07 P.M. a motion was made by Steve and seconded by Tara to exit executive session. All in favor. No action was taken out of executive session.

At 7:08 P.M., Mr. Crawford called the regular meeting of the Selectboard to order.

Present: Selectboard: Matt Crawford, Tara Wright, Steve Lamos, Jason Burt.
Absent; Deb Woodward.

Also present; Mike McCarthy, Town Administrator; Amber Baker, Town Treasurer; Cheryl Letourneau, Town Clerk; Keith Baker, Georgia Fire Chief; Suzanna Brown, Chair Georgia Conservation Commission.

Matt asked for any additions, deletions or changes to the agenda. The following additions were made:

- 1). Warrants for approval: PR26, AP42, AP43, AP44.
- 2). Georgia Fire Department Regular Business Meeting minutes from May 2, 2019 and June 6, 2019 meetings.
- 3). Georgia Public Library Trustees Meeting minutes from June 17, 2019.
- 4). Georgia Conservation Commission Meeting minutes from June 17, 2019 meeting.
- 5). Town Clerk Cheryl Letourneau, for Selectboard review and approval as Town Liquor Control Board, for the Mill River Brewing Company selling alcoholic beverages during the Gathering on the Green events this summer.
- 6). Authorize Town Treasurer to sign paperwork for the State of Vermont Equipment Fund loan paperwork for the new tandem truck for the highway department.
- 7). Update from Brian Haas, VIS, regarding highway garage heating proposals process.
- 8). Legal notice regarding approval of Photovoltaic Net-Metering System at 3128 Ethan Allen Highway and public comment period from now until July 19, 2019.

Mr. Crawford added:

- 1). Recognize resignation of Deb Woodward from Town of Georgia Selectboard, effective immediately.
- 2). Recognize resignation of Michael McCarthy from position as Town Administrator for the Town of Georgia effective July 5, 2019.

Public Appearances:

Chief Keith Baker, Georgia Fire Department.

Chief Baker met with the Selectboard for his quarterly meeting updates. The Chief recognized the accomplishments of Curtis Boudreau and Todd Cadieux in achieving their firefighter 2 certification. The Chief also asked for approval of 4 new probationary members: Kevin Lapierre, Gage Lapierre, Paul Carpenter and Quinton Banus. A motion was made by Steve, seconded by Jason to approve the new members. All in favor.

Update information was given regarding the refurbishment of one of our town firetrucks for approximately \$21,500.

Employee awards barbecue: Awards were given to Jameson Barber, Michael Baker, Jeff Bryant and Malcolm Baker at this event.

Discussion was held regarding number of calls, burn permits and the process to get burn permits,

Discussion was held regarding fire department standard operating guidelines.

Most staff is above the required response, training and meeting numbers. Approximately 7 people are notably below the requirements.

Discussion was held regarding enforcement, disciplinary process for enforcement of the SOG's.

Absences can be excused from trainings or meetings if the employee notifies a command staff member in advance that they will not be able to attend.

It costs \$275 per year per employee for insurance for the fire department whether they respond to one or all of the calls.

The Chief addressed plans about developing more and new guidelines regarding location of water resources in town.

Next visit from Chief Baker will be August 26, 2019 at 7P.M.

Chief Baker left the meeting.

Next appearance was, Suzanna Brown, Chair Georgia Conservation Commission.

Suzanna was here to discuss Silver Lake Woods and the class 4 road culvert.

The culvert is in need of replacing and ANR requires a bigger culvert.

Suzanna discussed options regarding possibly changing the classification to a legal trail from a class 4 road. The road is undriveable and not used to access the lake at all.

Discussion was held regarding the Ash tee inventory and suggestions for proactively addressing the impending problem with the Ash Borer.

Suzanna Brown left the meeting.

Next appearance was Town Clerk Cheryl Letourneau.

Cheryl is meeting with the Selectboard regarding the need for liquor license approval for Mill River Brewing Company to serve alcoholic beverages on town property during the town sponsored "Gatherings on the Green" events this summer. Cheryl was previously authorized to approve routine permits but feels it is appropriate to have this permit request reviewed by the Selectboard, sitting as the Town of Georgia Liquor Control Board, at this public meeting because the Town is a sponsor of this event and it is on Town land.

Steve made the motion to leave the regular meeting and open as the town board of liquor control at 8:15 P.M., seconded by Jason. All in favor.

Discussion was held regarding the licensing requirement. A motion was made by Steve, seconded by Jason to approve the application of Mill River Brewing Company to sell hard cider, wine and beer at each

of the four town sponsored "Gathering on the Green" events this summer, and to authorize Town Clerk Cheryl Letourneau to sign the permit. All in favor.

Discussion was also held regarding the food vendors, bands and then the movie series planned for the beach this summer, and the cost of licensing requirements, and about sponsorship for these events. Mr. Lamos advised that his company would be a sponsor.

At 8:24 P.M. Steve made the motion to exit the liquor control board meeting and re- enter the regular Selectboard meeting, seconded by Tara. All in favor.

Unapproved minutes from June 10, 2019 Selectboard meeting were reviewed. Motion by Steve to approve as presented, seconded by Jason. All in favor.

Check warrants previously approved were reviewed. Check warrants for approval were reviewed and approved.

Unapproved minutes from June 10, 2019 meeting were reviewed and approved with minor changes noted.

Motion was made by Steve to authorize the Treasurer to sign the State Equipment fund loan paperwork for the Town, seconded by Jason. All in favor

Selectboard concerns:

Executive Session for tomorrow night is CANCELED.

Selectboard requests the Town Administrator to develop the job description and hiring ad for the next Town Administrator position.

Review and reconfiguring of requirements for the Planning and Project Coordinator position was discussed. Amber suggested separating positions to a secretary for the boards, and a planner. Amber suggested that the town clerk's office staff can handle the inquiries, grievance scheduling and lister card, assessor paperwork. Town Clerk Cheryl Letourneau agreed this could be done by office staff. Discussion was held regarding additional work time required for the Assessor and his staff and the additional cost.

Discussion was held regarding the need to change the number of staff hours required regarding this reconfiguration.

Matt will get the Town Administrator job description from Mike in the morning and begin work on it.

Selectboard will be filling vacant Selectboard position as soon as possible. Town Administrator will provide templates for this process to Matt in the morning. This vacancy is filled until the next election. Steve asked to have the Selectboard wait on appointing a new Vice Chair. There was consensus to wait.

Administrators Report:

Library electrical work is complete.

Heat source recommendation and work by VIS. Update of information from Brian Haas was provided to the board. Several vendors are interested. Further updates will be forthcoming.

Mitigating traffic on town roads when Rt. 104A bridge work begins. AOT has not yet replied.

Striping and signage at Cline Road and Georgia Shore Road is complete.

Repair of wall at fire station is complete.

Class 4 road agreement for Georgia Mountain Road is not yet signed. We are waiting for applicant to come in.

Request for road name approval from Planning Commission. Selectboard reviewed and Wildwood Drive was approved Motion by Steve, seconded by Jason to do so.

Cash receipts journal is now in Selectboard reports for meetings.

Quotes for future for sealcoating and striping for fire station and town hall driveways and parking areas were reviewed and placed in 2020 budget file.

General Correspondences were reviewed.

Planning Commission concept plan response letter to PMB Nutritionals was reviewed.

Remaining Additional Items as submitted were reviewed.

Information regarding the need for professional engineering report to be able to get a cost estimate for a box culvert on Reynolds Road was discussed. It was the consensus of the board to request Cross Engineering for this.

Follow-up on Gilmond property survey request from Steve.

Motion by Steve, seconded by Jason to go in to executive session for the purpose of discussing confidential attorney client communications at 9:00 P.M. All in favor.

Executive Session with Town Treasurer Amber Baker invited was held. Amber left the executive session at 9:05 P.M.

At 9:10 P.M. Town Administrator Michael McCarthy was invited to the executive session.

Motion to leave executive session made by Steve at 9:35 P.M., seconded by Jason. All in favor.

No action was taken out of executive session.

Motion by Jason to adjourn at 9:38 P.M., seconded by Steve. All in favor.

Meeting Adjourned.

Submitted by:

Michael R. McCarthy