

**Georgia Selectboard Meeting
Chris Letourneau Meeting Room
Monday, November 12, 2018
7:00 p.m.**

Approved: November 26, 2018

Present: Selectboard: Deb Woodward, Matt Crawford, Steve Lamos; Mike McCarthy, Town Administrator; and Amber Baker, Treasurer

Absent: Tara Wright and Ric Nye

Public Present: Chief Gary Taylor, Jamie Cota – Asst. Fire Chief, and Bob Ware, Asst. Assessor

Matt called the regular meeting to order at 7:00 p.m.

In observance of Veteran's Day, Matt would like to recognize Steve Lamos, who is a career veteran, for his service. Thank you.

Public Appearance:

Chief Gary Taylor. Chief Taylor is here to discuss dispatch services and an expected price increase in 2019. A representative, Jamie Cota, from the Fire Department will be here as well. We will have a discussion of a possible rate adjustment coming in the future and there are some "on the ground" observations from the Fire Department.

Chief Taylor inherited central dispatch when he came to work at St. Albans Police Department in 2005. His first mission was to figure out whether we wanted to be out of the dispatch business or stay in it, and after doing a lot of research they felt like they wanted to stay in. The rationale being that if ten people are paying for a dispatcher to sit in a chair, it is a lot cheaper than if one person pays. There was no rhyme or reason to what or how they charged. They figured out that we need to come up with a system to try to be fair with everyone. In 2005, they took in \$32,000 for dispatching. A dispatcher today costs anywhere from \$72,000 - \$78,000; full time with benefits. State Police pay their dispatchers \$78,000 a year. There are three dispatcher positions, 24 hours a day, seven days a week. Chief Taylor states that his liability is much greater in dispatch than any other entities because for an unanswered 911 call or a mishandled 911 call, the settlements will start at a minimum of six zeros.

In 2006 they looked at usage, who was using dispatch services, etc. At that time the City of St. Albans was using about 60% of the dispatch services and the other 40% was being utilized by the other stakeholders. They came up with a budget and the City was responsible for 60% and everyone else shared the 40% costs. Then they were faced with how to make the other people pay the 40%. The only logical thing to do was base it on population, using the latest census data.

Chief Taylor went over the costs to the Town of Georgia. It cost the Town of Georgia 17 cents per week, per citizen, or 2 cents a day for emergency services. Dispatch went through a period of time where we were really trying to play catch up and all of our equipment was fairly antiquated. Chief Taylor spent a lot of time getting grants to help pay for the upgrades. One of the things he did was move from stick antennas to a microwave system.

This year Gary is putting up a new 100 ft. tower up at the radar base. Right now the dispatch tower sits at about 30 ft. above the highest elevation on top of the radar base. We are putting a second 100 ft. tower behind the new police station, (which is presently home to CCV) at 142 South Main Street.

There was a general discussion regarding the equipment that is currently being used and how it works. The agreement that Chief Taylor has with everyone is that he owns everything to the head end (at the radar base) and everything coming out of that head end and going out belongs to you, unless he specifically paid for it, it belongs to you. Chief Taylor is also currently looking at a customer that lives south of us, and this is something he has not done before. We are now looking at Georgia Mountain. Chief Taylor's repeater can actually hit the Town of Georgia's repeater here.

Chief Taylor has a meeting Thursday morning with Todd Goad, who owns Burlington Communications. In our area there are really only two large radio equipment dealers: Radio North and Burlington Communications. The system that we manage is probably valued at \$3M. We are looking at parting with about a quarter of a million dollars in the next eight months improving our system. One of the things that Chief Taylor is being told by Todd Goad is that when we push that tower up to 100 ft., everyone will notice a difference.

Amber Baker asked what happened when one day transmission was so clear and not the next. Jamie states that probably in December or January of this year, we saw quite a fall off of communications. We can leave our pager in the middle of table, a year ago it would come in clear as day no problem, after January or so, sometimes it didn't. It was very sporadic. Chief Taylor asks if we were reporting that to dispatch every time. Jamie states that yes we were. Keith had notified Ron, at the time. Chief Taylor was unaware of any issues that we were having.

Chief Taylor is meeting with Todd Goad on Thursday and he will ask him about this and see what he has to say. Chief Taylor invited Mike to attend the meeting on Thursday. Mike will attend this meeting.

There was a general discussion regarding the repeater that we have on Bovat Rd.

Chief Taylor is estimating an increase in the dispatching bill of about \$600 per entity, to cover utilities (the electricity and power). The Selectboard had a brief discussion regarding how much to fund the budget line. It is the general consensus of the Selectboard to load \$44,000 into the 2019 budget for dispatch services, broken out into the two expense lines.

The Selectboard thanked Chief Taylor for coming in and meeting with them.

Keith Baker asked Jamie to ask the Selectboard while he was here, about a skid unit that came out of the brush truck. The Fire Department would like to sell it, what is the process that he needs to do? Can Keith basically put it out for sale? We had someone who was interested in it at one time. It is the general consensus of the Selectboard that Keith should put it out to public bid at the very least, so everyone who wants it, has the opportunity to bid for it.

Bob Ware, Asst. Assessor – Error's & Omission (E&O's). Bob reviewed the list of E & O's. There was a general discussion regarding the list.

Motion made to approve the 2018 Errors & Omissions as presented, made by Deb, second by Steve. No further discussion. All in favor.

Matt asked for any additions or deletions or comments to the agenda. Mike added the following to the agenda:

1. Check Warrant Report PR#46 and Check Warrant Report AP#75.

2. 2018 Legal Expenses. Informational.

Review of Minutes:

Minutes of the October 22, 2018, regular meeting were reviewed and discussed.

Motion to append a clean copy of the 12/31/17 Journal entries to the 10/22//18 minutes, made by Deb, second by Steve. No further discussion. All in favor.

Motion made to approve the 10/22/18 regular meeting minutes, with changes discussed, made by Deb, second by Steve. No further discussion. All in favor.

Review of Warrants:

Previously approved Check Warrant Report PR#44, and AP#71 were reviewed. It is the general consensus to accept the previously approved check warrants.

Motion to approve Check Warrant Report AP #72, for a payroll transfer to Citizens Bank; Check Warrant Report AP #73 for a payroll transfer to Citizens Bank; and Check Warrant Report AP #75 for a payroll transfer to Citizens Bank, made by Deb, second by Steve. No further discussion. All in favor.

Motion to approve Check Warrant Report AP #74 for the general fund, made by Deb, second by Steve. No further discussion. All in favor.

Motion to approve Check Warrant Report AP#45 for payroll ending 11/8/18 and Check Warrant Report AP #46 for payroll ending 11/10/18, made by Deb, second by Steve. No further discussion. All in favor.

Selectboard Concerns:

1. Capital Budget. So where are we at with the Capital Budget? Deb is concerned that this is not moving forward. We have to have it in the Town Report to be voted on. We have to take the first year's spreadsheet and actually build it into our budget and all of this has to be done by January 20th so that we can send it to the printers. Who does Deb get to question? Mike states that he will give Deb Bill's number for her to contact him directly. Deb does not want to contact Bill directly, that's not her job.

Has Bill talked to any departments? He has talked to departments but the Library hasn't given him anything yet. Someone needs to meet with VIS because we spent a lot of money to have this report done on seven establishments in Town and not everything that goes into the capital budget is a fire truck. There are a lot of structural things like roofs, etc. If nobody talks to VIS, all this will slip through the cracks and we will be doing it with taxpayer dollars; what can we put in the capital budget to repair these buildings? The capital budget goes from 2019-2024, the only thing that Deb has managed to put in is the fact that we may be talking about a land purchase around the South Village.

The Selectboard has spoken to all other departments and asked for their numbers to come in before the December 10th Selectboard meeting. Deb doesn't want to come into that meeting to sit here with a stack of papers that hasn't been put in a spreadsheet, hasn't been labeled as first priority, last priority. Deb is not willing to spend a week of meetings doing that.

When those numbers start coming in the first of December, we need to put this information on a spreadsheet. It needs to look like a Capital Expenditure Plan not so the Selectboard is left to decide what the priorities are and

what the strategy is. Deb wants the Town Administrator and the Treasurer to work together to accomplish this to make sure that what we have at the December meeting is something that we can actually act on. We are going to have to start creating some of these documents ourselves and then feed them back to Bill at VLCT. Deb knows how the formulas work, she knows how VLCT did it in 2012 and we can do it again. Deb would like someone to make this their number one priority. It is going to look, at this point, as if people didn't get a chance to present their cases and it will look like the Selectboard is just making their own decisions unilaterally and taking it to the voters without actually having support from all other departments that this represents. Amber and Mike will work on this and ask for Krissy's help if they need it. Mike will also contact VLCT and try to light a fire under Bill to get working on this. If Bill is not the answer, then fire him and get someone else. At the first meeting in December the Selectboard would like to have at least a spreadsheet with what the intended goals are.

2. Follow up with joint meeting with Planning went really well. The joint meeting went very well. There were Zoning Board of Adjustment members as well and they are very excited about being part of the discussion about working with a Developmental Review Board (DRB). After we get done the capital budget and regular budget then we will have some joint meetings to start talking about moving us to the DRB.

3. VTrans meeting with Selectboard. At the last meeting we talked about having a joint meeting with Joe Flynn of VTrans and the Fairfax Selectboard regarding the bridge on 104A to discuss what the plans are. Mike is still working on getting this scheduled with VTrans.

Unfinished Business: None

New Business:

1. Appoint Kyle Anderson and Rich Hamlin as alternates to the Georgia Planning Commission. There is a hearing on November 13th in which 3 members of the commission have to recuse themselves.

Motion made to appoint Kyle Anderson and Rich Hamlin as alternates to the Georgia Planning Commission, made by Deb, second by Steve. No further discussion. All in favor.

2. Determine Town HSA account amount for 2019. The previous was \$1250 per person total. It is a savings of \$7,000 if we moved everyone over to MVP. Can we split the employees, half go to MVP and the other half stay with Blue Cross Blue Shield. Mike states that he doesn't know if we can split the employees depending on which plan they want. Mike will follow up with MVP to determine if that is possible and get it in writing. The Selectboard doesn't want to impact anyone unintentionally.

We haven't done the research to see if we want to switch in the last few years. We now have the opportunity to answer it once and for all and find out who would like to stay and who would like to move. This is when we make the best decision. December 1st is the cut-off date to choose your health care plan. There was a general discussion regarding the amount of money to fund to the HSA.

Motion made to move forward with a minimum amount to the HSA of \$1,250.00, same as last year, which may be addressed again at a future meeting, made by Steve, second by Deb. No further discussion. All in favor.

This needs to be decided at our next meeting, once we find out if we can do all or none through MVP and then make a final decision. Deb doesn't want to negatively impact someone who is fighting a health crisis.

3. Review request from Kelly Viens, Recreation Director from St. Albans City. It's the general consensus of the Selectboard to table this discussion until the Selectboard begins their budget discussion.

Administrator's Correspondences and Tasks:

None

Treasurer's Correspondence:

1. 2018 Legal Expenses. Informational.

General Correspondence:

1. Vermont State Police – Monthly activity report for October 2018.
2. Georgia Public Library Trustees – Draft meeting minutes from October 15, 2018.
3. Georgia Planning Commission – meeting minutes from October 23, 2018 meeting.
4. Georgia Conservation Commission – Draft meeting minutes from October 15, 2018 meeting.
5. Georgia First Response – meeting minutes from October 15, 2018.
6. Georgia Fire Department – meeting minutes from October 4, 2018 meeting, draft meeting minutes from November 1, 2018 meeting.

State of Vermont Correspondence: None

Brochures, Newsletters, Workshops, and Advertisements: None

Signatures Needed: None

Legal Correspondence: None

Confidential / Executive Session Items:

1. Personnel.

Motion to go into Executive Session at 8:25 p.m., is requested at this time to discuss contracts, labor relations agreements with employees, arbitration or mediation, grievances, other than tax, pending or probable litigation, or confidential attorney-client communications made for the purpose of providing professional legal services to the Town of Georgia involving the Town, specifically finding that premature general public knowledge of the subject matter would clearly place the Town at a substantial disadvantage, made by Steve, second by Deb. No further discussion. All in favor.

Motion to come out of Executive Session made at 9:30 p.m. by Deb, second by Steve. No further discussion. All in favor.

No action out of Executive Session.

Motion to adjourn at 9:32 p.m. made by Deb, second by Steve. No further discussion. All in favor.

Respectfully Submitted by Krissy Jenkins.