

**Georgia Selectboard Meeting
Chris Letourneau Meeting Room
Monday, November 26, 2018
7:00 p.m.**

Approved: December 10, 2018

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

Absent: None

Public Present: Taylor Newton, NWRPC; Cathy Keller, Landon Joyal, Tim Joyal, and Jeff Curtis - VASA; Michael Frett – St. Albans Messenger; Roger Langevin

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

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

1. Check Warrant Report PR#48 and Check Warrant Report AP#78.
2. Informational only, highway garage roof began leaking again late last week, same area as last year. AC Hawthorne was contacted to make repairs this week.
3. DRAFT minutes of Conservation Commission meeting of 11/19/18.
4. Joe McGregor has expressed concern about the volume of wood that has already been burned in the highway department boiler. Approximately 7 cords since the first of November.
5. The 7:30 p.m. public appearance, Bill Hall & Abigail Friedman will not be driving up for the meeting, instead it will now be a conference call due to the impending bad weather.

Public Appearance:

Taylor Newton, Northwest Regional Planning Commission (NWRPC). Taylor is here to provide a quick update on the Georgia South Village Transportation Master Plan Project timeline and the outreach program. Taylor handed out a proposed project timeline and went over it.

Next there is a meeting scheduled with VTrans for November 29, 2018 to go over the plan before it gets released to the public. VTrans has provided the majority of the funding for this project. We want to make sure that we get their input up front.

The goal is to have a draft master plan ready for release by mid-December, or Christmas at the latest. This is when we really want to make sure we have adequate public outreach. We got a great email list from the meetings that we had this summer, there are at least 50 or 60 names for emails; NWRPC will also use Facebook as well.

We plan to come back to meet with the Selectboard to do one last public meeting to provide an overview of the goals of the master plan are, and to take a look at the draft concept plan and to look at the specific projects that are being recommended in the order of those projects and to seek additional public comment.

Late March or April, this will be the time to do one last review of the plan, and to ideally have some kind of endorsement of the Master Plan. What VTrans really wants and NWRPC wants, is not necessarily from the Selectboard a decision about what you guys feel about signalization or roundabouts; its more about taking some action. When the previous study was done a few years ago, which endorsed a round-a-bout for an option, or the better engineered option, the Selectboard took no action. VTrans felt a little discombobulated on how to get that project on the list, so they are looking for the Selectboard to make some kind of decision. That may also be more ambiguous, like the Selectboard endorses whatever the best engineered and the safest solution is at that intersection.

Matt states that there is a meeting on December 12, 2018 at the Library regarding some long term visions that they would like to take place, with the professionals that the town has hired. It doesn't necessarily have a deep impact on a round-a-bout or what happens on the interstate, but if someone could be at that meeting, it would be wonderful. The Library would really like to see the medians gone, that are in front of the Library. Taylor states that he will try to make that happen. Matt will send Taylor an email with the information of the meeting.

The Selectboard thanked Taylor for coming in and keeping them up to date with this project.

Tim Joyal and Jeff Curtis – Vermont ATV Sportsman's Association (VASA). Jeff is the President of Northwest VT Wheelers, Inc., which is an ATV club in the northwestern part of Vermont; we are part of VASA. We are looking to build trails, with very limited road use to connect us from one trail to the other trail. We don't want to see renegade riders any more than anyone else wants to see them riding up and down Main Street; we want to see them on the trails and on roads that are permitted and allowed by trail access decals, according to the VASA map.

There is an ATV Ordinance from the Town of Franklin which is only missing one thing, it should say there are trail access decals for all trails that are on the VASA map; that is the only thing that it is lacking. If you don't have the access decal and you are riding on our trails, you are trespassing. We look to use Class 4 Rd. whenever we can. We have fixed a lot of Class 4 roads for Towns. We will put in culverts, water bars, whatever we need to do to make a passable trail for ATV's.

VASA works a lot like the VAST (for snowmobilers). Getting the trails to go by local stores and gas stations is a plus for us. It is a multi-million dollar business and it is only getting larger. Has anyone seen what happens in New Hampshire? New Hampshire allows them to come into town, go to gas stations, into restaurants. As on store owner put it, it's like opening a factory right next door. People are coming from all over. By having these trails it gets rid of a lot of the renegade riders. We aren't able to control everyone, but these trails definitely help.

Tim Joyal is also from VASA. We don't want to ride the roads when we don't have to, we like to use them as connectors and that is it. Tim is in the process of contacting landowners to talk to them to see if they are for it or not. There are currently trails in Bakersfield, Enosburg and Montgomery. The trails are generally open from May to October. There was a general discussion regarding some of the properties they are looking at. The reason for the visit tonight is just an introduction and to inform the Selectboard. There is still a lot of work to do on our end. Ric gave them his number in case they had any more questions regarding the roads in Georgia.

The Town of Georgia would need to create an ATV Ordinance. Jeff will forward a sample ordinance to Mike McCarthy. Jeff and Tim will contact the Selectboard once they have some work done. The Selectboard thanked Tim and Jeff for coming in and talking to them.

Bill Hall & Abigail Friedman – Vermont League of Cities and Towns (VLCT). Bill and Abigail are here via phone conference due to the pending weather. Abigail stated that they are willing to follow up in person at a later date if that is necessary.

Abigail handed the meeting over to Bill Hall. Bill has a couple of things that he would like to deal with tonight. As he explained to the Selectboard, he has a certain approach to the capital improvement program, which is very financially oriented to determine whether the Town can afford things. Bill went over what has happened in the past and then tried to tell the Selectboard how those documents are going to be done going forward.

Department heads have a good idea of their equipment replacement schedule. They know how long the equipment lasts etc., but can the Town afford it? Bill has prepared some historical schedules that basically have shown what the Town has spent in the past for capital related expenditures. Bill has also shown the Selectboard the analysis of the Impact Fee Account and the Reserve Account. The Impact Fee Accounts are fairly consistent revenue because most of the expenditures are for one-time items that the departments are using. The Reserve Funds are more typically used for portions of major capital expenditures. This is what we need to be looking at going forward.

What Bill intends to provide you in the future is that same schedule showing the anticipated expenditures and what are going to be funded through the reserve fund and impact fees. The other two pieces of information that he is going to provide to you will be an actual schedule of capital budget expenditures that are anticipated over the next six years. Bill states that he has been trying to get this information for a period of time and hasn't been successful and he would really appreciate the departments putting that information together and getting it to him. What Bill is hoping to do when he gets the information on different expenditure and the way they are going to be funded, is to put together a capital improvement program budget so the Selectboard can see what is going to be bought, where is the funding coming from and then he is also going to do an analysis if there is going to be enough money in the impact fee funds to pay for this, is there going to be enough money in the reserve funds to pay for this or are there some changes that have to be made in the program in order to make it work. Once those decisions are made, it shouldn't take long to put the entire thing together.

Once Bill gets the information that he needs on the different purchases being purchased by the different departments, he can put that schedule together within a day as long as everyone is comfortable with it. If Bill gets the information that he needs in a timely manner.

Tara asked, "Isn't some of that information that you are looking for in the old capital budget for items that didn't get purchased but have a life expectancy. We are not re-inventing the wheel here." Bill states that he needs that same information for 2019-2024. What do the different department heads expect to spend? A lot of it is guess work. Matt asks, "Specifically you are looking for a written record from department heads of what they expect to spend from 2019-2024." Bill states, "That is correct."

Deb said the last time we saw you was in April. Since April, we have heard nothing from you other than that you disagreed with how our calculations worked. Deb is thinking that Bill hasn't looked at the Active Assets, Appendix A that is part of the capital budget that shows everything coming in with a desirable replacement date as discussed in 2012. Sitting inside that Appendix A for all of the five departments are all of the things that are already projected out that you can start to work with. The second piece is that paving is not part of our capital budget program that comes through with taxpayer's dollars every year and should never have been considered a capital related expenditure as part of the capital budget program.

Deb feels that Bill didn't make himself that familiar with how the Town of Georgia's program worked and we haven't talked to you in six months, and now we have six weeks. Deb is not sure what Bill is going to be providing to us that allows us to set an impact fee. We also have financing and salvage value for how we pay for items that we move through the capital budget. There has been no discussion of that at all and Deb thinks that the right people haven't blessed the various things that have been given to Bill from the Highway Department. They need to talk to the Road Commissioner and that needs to be a list that gets put together by the Road Commissioner before it gets vetted into your report. We also have VIS that prepared an expensive

report for us and a document that will be talking about capital improvements in roofs and heating systems, etc. That is going to come as a direct result from VIS. Bill definitely has some things that he can start to work on just working with the Appendix A.

Bill states that he doesn't disagree with what Deb is saying but no one has given him the information that he needs to put all of this stuff together. There was a general discussion regarding the information that Bill needs and who is supposed to supply that information. Deb states, "It's been six months since we heard from you, so you can understand our hesitation, at this point we have sent you information and I am not sure that you have actually worked to familiarize yourself with how we have done the capital budget program for the last 24 years. Deb believes that the Selectboard need to have Bill and Abigail come up in person and meet with the Selectboard.

Abigail states, "That our goal is to move ahead and finish the project and do what needs to be done. We are not looking to hold anything up and from my perspective, I look at this list of equipment replacement, list for the Highway Department and I don't know if it exists and is it something that could be sent? Deb asked if Abigail has seen the Town's Appendix A? Do you have a copy of the current Capital Budget Program in front of you? Abigail does not have that in front of her now. Deb states, "So part of that at the end, is an all Active Assets Report that shows when all of our items were purchased and what their useful life is and what is the expected replacement date which projects out to 2050." These numbers could be plugged into the formula. This was part of the discussion that we had in April. We have already done the leg work on this, we don't need to have our numbers proved wrong, we just need to have them looked at to make sure we don't forget anything and to make sure that we add the new things that have happened.

There was a general discussion regarding the Capital Budget and moving forward. We need your help putting everything in a format, by year that we can grasp as a snap shot. We are looking for the snap shot and then the new census values etc. Deb asks Bill if he has done that piece of it, the write up piece with the census data, talking about the value of each of the department's current assets and then the debt payments that they are already making.

Abigail states, "What I am hearing is that you have some documentation to look back at and he is probably going to have a schedule moving forward to make sure that we are all on the same page. If there is information available before December 10, 2018, then that would be great." What the Selectboard would really like to see, which has not been given to us since April 2018, is an actual timeline of how we work backward from Town Meeting Day and when we need to hold our public hearings, when we need to make it available for public comment, when we need to have it available for signatures so the Selectboard can act on it. We would like to work backward and actually have a timeline and fill it in, which will dictate the Selectboard action.

It is the general consensus of the Selectboard to schedule a special meeting to discuss the Capital Budget/Impact Fee Ordinance on December 19, 2018 at 6:00 p.m. There will also be a 2019 Budget Meeting on December 11, 2108 at 6:00 p.m., with Department heads starting to come in at 7:00 p.m.

The Selectboard thanked Abigail and Bill for calling in and talking to the Selectboard.

Review of Minutes:

Minutes of the November 12, 2018, regular meeting were reviewed and discussed.

Motion made to approve the 11/12/18 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#47, and AP#76 were reviewed. It is the general consensus to accept the previously approved check warrants.

Motion to approve Check Warrant Report AP #77 for the general fund, made by Deb, second by Steve. No further discussion. All in favor.

Motion to approve Check Warrant Report PR#48 and Check Warrant Report AP#78, made by Deb, second by Steve. No further discussion. All in favor.

Selectboard Concerns:

1. What is the status on Blue Cross/Blue Shield and MVP insurance change? Mike states that he will have final information tomorrow, still doesn't have all the information back yet from the employees. Steve had suggested a motion to move the Town's coverage to MVP moving forward, new employees and then allow current employees to stay with Blue Cross/Blue Shield if they feel strongly. That motion didn't go anywhere because we didn't have enough information. Mike has had no employee, as of yet, tell him that they are moving to MVP.

2. When will Mike be meeting with VIS representatives regarding the library and the capital budget? Mike states that he has been emailing each other back and forth. They will put what is left to be done in a timeline for the first meeting in December.

3. What is the follow up on the meeting that Mike went to with Chief Gary Taylor and Todd Goad, Burlington Communications? Is there anything the Selectboard or the Fire Department should be made aware of? Mike states that Mr. Goad never showed up. There are a lot of moving parts, but nothing firm. Deb asks, "So somebody somewhere is going to keep the repeater on Bovat Rd. problem on the radar? Mike states that he has it on his radar. Can we make an official request that the Fire Chief and Selectboard get cc'd on anything that gets discussed moving forward? Mike states that he will.

4. Tara stated at the last election someone asked her when BCA members get paid. Tara talked to both Amber and Cheryl and they get paid out at the end of the year.

5. Under New Business, from the last meeting, about the St. Albans Recreation Department. Matt asked that this be added to the active business. They will be coming in at a future meeting.

Unfinished Business: Addressed above.

New Business:

1. The Highway garage roof began leaking again late last week in the same area as last year. AC Hawthorne was contacted to make the repairs this week. Mike will get an estimate to repair/replace the whole roof.

2. Draft minutes of the Conservation Commission meeting of 11/19/18. Matt did get an email on this and Suzanna will be contacting Mike or Matt with some draft language regarding taps.

3. Joe McGregor came in and spoke with Mike McCarthy this morning concerned about the volume of wood that has already been burned in the highway department boiler. Approximately 7 cords since the first of November has been burned.

There has been record cold temperatures. All winter they probably go through about 25 cords of wood. The Department of Corrections has come this week and split a bunch of the wood and they will be back next week.

4. Highway Department wage and salary comparison. There was a brief discussion regarding the wages. The Selectboard asked Krissy to go back and get what other Town's offer for Health Insurance and bring back to the board at a future meeting, and add the Town of Georgia to the spreadsheet.

Administrator's Correspondences and Tasks: None

Treasurer's Correspondence: None

General Correspondence:

1. Georgia Planning Commission – meeting minutes from November 13, 2018.
2. Georgia Public Library Trustees – meeting minutes from October 15, 2018 and November 18, 2018. There was a comment in the minutes regarding a recent risk management incident, the staff handled beautifully. What happened? Mike states that there was a domestic dispute next door and the lady went over to the Library and asked for help.

There was a general discussion regarding the November 18, 2018 minutes regarding the furnace being broken. Did that get fixed? Mike states that yes, the furnace ran out of fuel oil.

There was also mention in their minutes that they received a letter concerning the Book Mobile asking all Selectboards to contribute \$700 so that they can continue, they will run out funds in June. Cindy made a motion to have Bridget send a letter to the Selectboard. Have we received this letter? Deb believes that this is really an appropriation and they will need to get 5% of the voter's signatures and go through the process. This is our response. What they are asking for is an appropriation, that is not regular budgeted funds and they only have to do the leg work once to get it as an appropriation in future municipal budgets, if the initial article is approved by the voters.

3. VLCT dues notice for 2019.

State of Vermont Correspondence:

1. Department of Liquor Control regarding Maplefields. Informational.

Brochures, Newsletters, Workshops, and Advertisements:

1. VLCT training classes: Town Meeting preparation.

Signatures Needed: None

Legal Correspondence: None

Confidential / Executive Session Items:

1. Real Estate.
2. Contractual.

3. Employee.

Roger Langevin just came to the meeting because he saw the ATV discussion was coming up. It is in all 15 towns in Franklin County. One resolution can lead to multiple towns being able to resolve the same issues. It is an issue that we need to wrap ourselves around. Roger believes that Franklin is heading in the right direction with their Ordinance. It mimics a lot of what the State does. The State doesn't require that you have insurance, like these guys do. They have a meeting next week that Roger plans on attending. Roger gave the Selectboard a copy of Franklin's ATV Ordinance for review.

Motion to go into Executive Session at 8:25 p.m., is requested at this time, with the Treasurer present, 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 Tara, second by Deb. No further discussion. All in favor.

Motion to come out of Executive Session made at 9:40 p.m. by Deb, second by Steve. No further discussion. All in favor.

No action out of Executive Session.

Motion to adjourn at 9:55 p.m. made by Ric, second by Steve. No further discussion. All in favor.

Respectfully Submitted by Krissy Jenkins.