

**Georgia Selectboard Meeting
Chris Letourneau Meeting Room
Monday, September 10, 2018
7:00 p.m.**

Approved: September 24, 2018

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

Absent: None

Public Present

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

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

1. Warrants that were in the Selectboard packets are now previously approved. New Check Warrant Report AP#62 and PR#37 are for approval tonight.

Public Appearance:

Robert Ostermeier – CVOEO. Mr. Ostermeier will be asking about getting contributions from the Town. The Town Administrator has already informed him that all new requests require a petition the first year, and approval from the voters.

Mr. Ostermeier did not show up for the meeting. Public appearance cancelled.

Review of Minutes:

Minutes of the August 27, 2018 regular meeting were reviewed and discussed.

Motion made to approve the 8/27/18 regular meeting minutes, with changes discussed, made by Deb, second by Tara. No further discussion. All in favor.

Review of Warrants:

Motion to approve Check Warrant Report PR#36 for payroll ending 9/06/18 and Check Warrant Report AP #60 for a payroll transfer, made by Ric, second by Deb. No further discussion. All in favor.

Motion to approve Check Warrant Report AP #61 for the general fund, made by Deb, second by Ric. No further discussion. All in favor.

Motion to approve Check Warrant AP #62 for payroll transfers, Check Warrant Report PR#37 for payroll ending 9/13/18, made by Deb, second by Tara. No further discussion. All in favor.

Selectboard Concerns:

1. Deb is asking for the status of the job descriptions and necessary office tasks to transition to a Developmental Review Board. We put Cindy in charge to work on some revised job descriptions so that we could start having the discussion ahead of meeting with the Planning Commission. Can we make sure this is done, so we can discuss them September 24th before the meeting with the Planning Commission?

Does anyone believe that there may also be changes to the legal budget necessary? Do we need to research this with other Towns, does going to a DRB change the budget? Did anyone see a negative or positive change to their legal budget line? Do decisions get reviewed differently, etc? Should we look at the budget with fresh eyes as well? Mike will gather this information for the next Selectboard meeting.

2. Can we request a public appearance for the VLCT representative who is conducting the Capital Budget re-write? He made a comment about his disagreeing with the current process: he didn't agree with the calculations. Deb would like to get a chance to digest how he thinks he is building a better budget; Mike will schedule this. He has already sent a letter to VLCT regarding the delays that seem to be occurring.

3. Matt asked if either Mike or Ric figured out what they are doing with Ron Sweet deposit refund. That was left at the last meeting. Ric states that we are not going to do anything with it because nothing has happened, the project is incomplete. Amber will give Ron a call stating that once the job is complete, the Road Foreman will take a look. There is damage to the Town Road and we will need to do a final inspection once the project is complete.

Unfinished Business Report:

1. Review Sole Source and Preferred Vendor List (PVL) from other communities. Mike has included an abbreviated list from Charlotte in the packets for reference. This list is an example for who we can call in a pinch, real quick, knowing that they are reliable.

Deb states, this is the list, but what was the process to arrive at this list? Mike states to his knowledge this was their selections of who they know and what their uses are for them; these are the folks that they know they can count on.

There was a general discussion regarding the PVL process and make-up. Mike will continue the research on how they created the list and bring back to a future meeting.

2. Further discussion regarding heat source for highway garage. Have we heard from Joe regarding if he is willing to stock the furnace on the weekends. Mike has not heard from Joe as of yet. Steve will touch base with Joe and find out one way or the other if he is interested or not. Deb suggested that we put something in writing with his response to have it on record via email.

New Business:

1. Paving in town is complete for 2018. Necessary increase in depth of pavement on a portion of Georgia Shore resulted in ¼ mile shore of goal. Portions of Mill River Road, Georgia Shore Road, Skunk Hill Road and Quarry Road were paved.

2. October 8, 2018 meeting date holiday conflict. Discussion to cancel, re-schedule? Mike has plans to be out of the area that weekend (Columbus Day). The Town Clerk's Office will be open as it is so close to taxes being due. It is the general consensus to keep the meeting on October 8th.

3. Review and act upon lighting equipment and installation quotes for library. List is in packets of equipment vendors who submitted, and a bid from Joel Snyder for labor. Joel was the only one to submit a labor bid.

After discussion regarding bid process followed, motion that we use Green Mountain Electric Supply for the equipment, and JFS Electric for the installation of lights at the Library, made by Ric, second by Deb. No further discussion. All in favor.

Because the bids came in under budget, perhaps we could use some of the money to replace the electrical panel and to get a quote from JFS Electric. Mike states that Joel looked at the panel and states that it needs to be repaired/replaced.

It is the general consensus of the Selectboard to take a look at the panel again once the lighting upgrades are complete. Any money left over from that project could be used to replace the panel.

3. Review and act upon request from Kent Henderson to support Friends of Northern Lake Champlain application for Ecosystem Restoration Grant for Carpenter Hill Rd. area.

It is the general consensus of the Selectboard to have Kent move forward on this. This would be through a grant, no Town funds would be spent this year. We will know the status of the grant application when we build the 2019 budget.

Administrator's Correspondences and Tasks:

1. Town Hall water leak follow up. Final bills total \$14,997.50. We only had to pay our deductible.

Treasurer's Correspondence:

1. General Ledger Checking Account Balance worksheet as of August 31, 2018.

2. Town of Georgia employees accrued time report as of September 4, 2018.

General Correspondence:

1. Georgia Recreation Committee – meeting minutes from August 28, 2018 meeting.

2. Vermont State Police – August 2018 Monthly Activity Summary.

State of Vermont Correspondence: None

Brochures, Newsletters, Workshops, and Advertisements:

1. VLCT newsletter: article regarding when the Selectboard can borrow money without voter approval. Just an FYI for getting it on public record.

Signatures Needed:

1. Thank you letter for Peter Pembroke.

Legal Correspondence:

None

September 24, 2018 at 6:00 p.m. a quarterly budget meeting has been scheduled. Can we request that Amber provide the Selectboard with the previously discussed auditor suggestions so that prior to the meeting we can take a look at that and have a discussion on these? Matt also requests an updated budget be sent electronically.

Confidential / Executive Session Items:

1. Personnel.

Motion to go into Executive Session at 7:44 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 Ric, second by Deb. No further discussion. All in favor.

Motion to come out of Executive Session made at 7:58 p.m. by Steve, second by Tara. No further discussion. All in favor.

No action out of Executive Session.

Motion to adjourn at 8:00 p.m. made by Ric, second by Deb. No further discussion. All in favor.

Respectfully Submitted by Krissy Jenkins.