

**Georgia Regular Selectboard Meeting
Via ZOOM Web Conferencing
Monday September 28, 2020 7:00 pm**

Approved: **Approved**

Present: Selectboard: Steve Lamos, Tara Wright (arrived at 8:23 p.m.), Jason Burt, Scott St. Onge, Selectboard Clerk: Sam Gould, Town Administrator/Treasurer: Amber Baker

Absent: All Present after 8:23 p.m.

Public Present: Buddy Meilleur, LCATV Production Manager; Matt Crawford, guest of the Selectboard; Paula Ralston, Library Trustee; David Vincent, Concerned Citizen; Michael Baker, Georgia First Response; Keith Baker, Fire Department; Eric Couture, Fire Department; Jordan Valyou, Georgia First Response; Malcolm Baker, Georgia First Response; Gary Baker, Fire Department; Jeffery Bryant, Fire Department; Pat King, Georgia First Response; Todd Cadieux, Fire Department.

Steve Lamos opened the regular Selectboard meeting for September 28, 2020 for the Town of Georgia via ZOOM at 7:02 p.m. to discuss regular business.

Steve invited Matt Crawford to the floor so he could present him with a plaque and certificate as a small token of the Town's appreciation for all of his selfless service in the many positions he held while a citizen of the Town of Georgia.

Matt Crawford departed the meeting at 7:05 p.m.

Additions, Changes or Deletions:

Amber presented the Selectboard with the following

Add: Revised employee appraisal form for review.

Add: Warrants for review PR40.

Change: Move New Business 4 until the end to allow selectboard member Tara Wright to be present.

All additions and changes accepted

Public Appearances:

First Public Appearance: Both the Town Fire Department and First Response members were present in order to be updated on the current status of the new town garage bond. Amber brought them all up to speed on what has happened to date, let them know that the ballots will be out next week and that the plans have been posted throughout town and the Town Hall. She informed them that the cost, at the high point, will be ~\$30 per \$100k of appraised value and that this will lessen as the new Fire Departments buildings bond will end soon and that the bond interest rate has dropped providing a further savings. Amber let them know that there will be an informational meeting the evening prior to

the election and that the Town has setup a web page on the Town website which has a Q & A section.

Malcolm Baker informed the Selectboard that the current town garage was also the location of the Fire Department in the past and how crowded and dangerous it was during this time period. He fully agrees that it is time for a new town garage.

David Vincent agreed with everything that Malcolm stated.

Second Public Appearance: Paula Ralston informed the Selectboard that today was the first day of in-house book browsing appointments and that all went well.

Paula wanted to update the Selectboard on the library's progress working with the library's neighbor on a 100' property line adjustment. This adjustment will allow the library to make necessary ADA changes and relieve parking issues. She informed the Selectboard that she has met with the property owner and that all is going well and that the landowner also asked if there were any other future property uses planned (public gardens etc.) but that the Library Trustees have not been discussing any future plans at this time as the ADA issue is the main goal at this time. Paula also talked with Todd Cadieux about the property in question and that care has to be taken as the properties water well is located near what would be the new boundary.

Paula also informed the Selectboard that they have a new and very active Friends of the Library group that is beginning to work on future fund-raising events.

Discussion followed on; holding off on discussions until after the bond vote or continuing to move forward to ensure the Town is prepared to make a decision when the time is right and the removal of the Route 7 island possibly next year.

Steve thank Paula and the Library Trustees for all of their hard work to date.

Paula Ralston departed the meeting at 7:26 p.m.

Review of Past Minutes:

Motion to approve the September 14, 2020 regular meeting minutes, by Scott, seconded by Jason, all in favor.

Review of Warrants:

Motion to approve PR39 and AP50 by Jason, seconded by Scott, all in favor.

Amber informed the Selectboard that AP60 includes the St. Albans dispatch contract and asked if they wished to hold off on a motion until after the contract is discussed during unfinished business number 4, all members agreed.

Motion to approve PR40 by Scott, seconded by Jason, all in favor.

Selectboard Concerns:

Jason proposed to the Selectboard that executive session paperwork be separated from the rest of the

packet as it was in the past, by a coversheet of a different color. It was also suggested that the online file also have this separation. All Selectboard members concurred that this is a good idea. Amber stated that this will begin with the next Selectboard meeting.

Administrators Report to Selectboard:

Unfinished Business:

1. COVID-19 Updates: Amber informed the Selectboard that she is still working on a leave policy to cover employees who leave the state for vacation. She asked Scott if he had any luck finding any information on how other companies or organizations covered this situation.

Discussion followed on; developing the policy, essential versus non-essential employees, the ability of some position to work remotely while others cannot, what the state policy is, employees who go willingly to hot zones for vacations versus those who go for emergency or other non-vacation related purposes, the current availability of COVID tests, case-by-case determinations and developing an employee guidance letter rather than a policy.

Sam was tasked with developing an employee leave guidance memorandum for the Selectboard to review.

2. Lazy lady Island: No updates at this time.

3. PIKE Industries Paving Contracts: Amber informed the Selectboard that Todd and herself had a meeting with PIKE and learned some new techniques to use when writing future paving contracts. PIKE suggested that paving that maybe covered by grants are so noted and that contracts should be based on a mixture of tonnage and road length/width and scree requirements. Based on this meeting both Todd and Amber ask that the Selectboard remove PIKE from the unapproved venders list, that she be allowed to closeout this unfinished business line.

Discussion followed on; contracts by tonnage versus road length, using smaller venders for the smaller jobs (like the beach) and completing bids in March versus April.

The Selectboard agrees with Ambers request to remove PIKE from the unapproved venders list and to remove this from future unfinished business.

4. Employee Appraisal Forms: Steve provided the Selectboard the form with his changes. Amber asked if the department heads would also have a chance to review the form before it is approved and placed into use. Steve agreed that it would be a good idea and asks that it is completed prior to the end of 2020.

5. Highway Bond Ballot: Amber informed the Selectboard that a new bond interest rate has been received and that it has dropped from 2.28% to 2.08%. This new rate should hold until after the bond vote in November and that it will save the Town \$70k in interest payments.

Amber provided the Selectboard with the cost savings to the Town if they use Villanti to fold, stuff and mail the ballots as they pay a much lower postal rate than the Town does. If the Town does the work, it will cost \$3,315 plus time and labor while using Villanti will cost the Town \$2,870.10.

Amber also presented the Selectboard the article that recently appeared in the St. Albans Messenger.

Motion to use Villanti to fold, stuff and mail the ballots by Scott, seconded by Jason, all in favor.

6. Recycle Shop Fuel Tank: No updates at this time.

7. Building Donation: Amber informed the Selectboard that the Historical Society is still working towards a closing and ironing out the errors and omission error due to inability of a septic license to be issued.

8. Selectboard Public Appearance Letter: Discussion followed on; having so much of the letter cut out, keeping it short and sweet and adding a checklist. Amber will resend the letter to all Selectboard members who will send their thoughts and revisions to the Selectboard Clerk. Item tabled until the next Selectboard meeting.

New Business / Action items:

1. Emergency Communications & Dispatch Services Contract: Amber informed the Selectboard that the contract has been revised back to the originally quoted cost and that it is valid until June 2021. St. Albans did agree to this change.

Discussion followed on; the future \$12 per parcel increase once the contract runs out, changing to a new vender in the future, past research completed on switching and that St. Albans will provide the Town with the numbers of the next years contract for budgeting purposes.

Motion to approve the St. Albans dispatching contract, to allow Amber to sign the contract and to approve AP60, by Scott, seconded by Jason, all in favor.

2. VLCT PACIF 2021 Renewal Application: Amber informed the Selectboard that she does have concerns on how low the building contents numbers are. She has tasked the department heads with providing her their cost estimates which she will use when she calls VLCT to ask about the low numbers.

3. Library Open by Appointment Message: Amber informed the Selectboard that the library is now open by appointment only.

4. Selectboard Replacement Letters: This item has been moved to the end of the meeting to allow Tara Wright to be present.

5. Bovat Road Replacement Culvert Scope of Services: Dubois & King, VBH: FEMA requested that the Town provide a hydraulic study as part of the fund reimbursement process. Amber provided the Selectboard two quotes to perform the study and recommends VBH. This will cost \$2,300 and will come out of the Towns disaster funds. The funds will be reimbursed by FEMA in several years based on past reimbursements. FEMA is looking at the replacement being a 16' box culvert.

Motion to approve VBH quote and for Amber to sign the contract, by Scott, seconded by Jason, all in favor.

6. Video Conferencing Office Webcam: Amber provided the Selectboard several video conference equipment options for upgrading the Town Hall conference room to better serve video conferencing.

Discussion followed on; having real meeting room equipment rather than the current setup, including a way for individuals to present documents on a screen, working this into the 2021 budget and determining what all other town boards requirements are.

7. Fire Truck Invitation to Bid: Keith Baker, Fire Chief, informed the Selectboard that St. Albans has opened the bids for the ladder fire truck the department wants to purchase and has budgeted \$200k for. He is asking the Selectboard to grant him permission to place a bid not to exceed this amount.

Motion to allow Keith Baker as the Town Fire Chief to place a bid not to exceed the budgeted amount of \$200k for the St. Albans fire truck, by Scott, seconded by Jason, all in favor.

At this time the Selectboard began deliberations on a selectboard replacement. Tara was not present but had informed the Selectboard members to go on without her if she had not arrived by this time.

Scott recommended removing Terry Rooney from the list of possible replacements as he did not actually apply as the document provided was a recommendation from a third party not an application provided by Terry himself. All Selectboard members agree.

This leaves three candidates for discussion, David Vincent, Kyle Grenier and Cheryl Letourneau.

Steve reminded the Selectboard that once the new member has been selected and is available the Selectboard will elect a Vice Chair. He further asked that each member list their top two candidates.

Jason's candidates are #1 David Vincent, #2 Cheryl Letourneau.

Scott's candidates are #1 Kyle Grenier, #2 Cheryl Letourneau.

Steve's candidates are #1 Kyle Grenier, #2 Cheryl Letourneau.

At this time Tara joined the meeting (8:23 p.m.)

Tara's candidates are #1 David Vincent, #2 Kyle Grenier.

Discussion followed; on the next steps to follow, nominations versus motions, when and how the president of the board votes, tie breakers, what happens in a tie vote (motion fails) and can the president vote unless as a tie breaker (yes, they can vote even if it causes a tie).

Scott nominated Kyle Grenier for the Selectboard.

Jason nominated David Vincent for the Selectboard.

Steve asked the following;

All in favor of Kyle Grenier for selectboard. Scott – Yea

All in favor of David Vincent for Selectboard. Jason -Yea, Tara – Yea

At this time Steve presented his vote for Kyle Grenier for Selectboard.

The vote is a tie, Jason and Tara for David Vincent and Scott and Steve for Kyle Grenier.

Discussion followed on; losing a Planning Commission board member during the DRB process (David is a member and would be required to resign as the two positions are not compatible), the length of the initial term before elections (5 months), David is going to run in March for the Selectboard, favoring or not favoring those who show interest in the Towns affairs, and reading Roberts Rules for some answers.

At this time both nominations fail due to a tie vote and the Selectboard will work on a plan to make a further determination. Amber is tasked with talking with VLCT on the Towns options. Motion tabled at this time.

Administrator's Correspondence and Tasks:

Amber believe the Town needs to go out to bid on trash and recycling due to the many issues with Meyers.

Tara asked Amber to clarify her notes on going to sweatshirts rather than polo shirts for the Town uniform. Amber stated that she can purchase the sweatshirts at a lower cost but cleaning will not be included. She also mentioned that the employees prefer the sweatshirts over polo shirts and will actually wear them.

Discussion followed on the color (grey), how will they be distributed and the replacement plan.

Tara asked about the small space available at the library for the by appointment book browsing and the Historical Societies items. Amber informed Tara that the area will be blocked off as some of the items cannot be cleaned without damage.

Treasurer's Correspondence: No discussion.

General Correspondence: No discussion.

State of Vermont Correspondence: None.

Brochures/Newsletters/Workshops: None.

Executive Requirements: None.

Other Business Found Necessary:

Steve recommends that the two Selectboard nominations appear before the Selectboard to help in a decision. Scott, Jason and Tara ask that we wait for answers from VLCT first.

Town Administrator Tasks review:

Regular Selectboard meeting ended at 9:15 p.m.

Motion by Jason to enter executive session under 1 VSCA §313 with Amber Baker and Keith Baker to discuss employee issues, where premature general public knowledge would clearly place the state, municipality, other public body, or person involved at a substantial disadvantage, seconded by Scott, all in favor.

Keith Baker departed the meeting at 9:47 p.m.

Executive session exited at 10:40 p.m.

Motion to adjourn by Scott, seconded by Jason, all in favor

Respectfully submitted by Samuel Gould.