

**Georgia Selectboard Meeting  
Chris Letourneau Meeting Room  
Monday, July 22, 2019  
7:00 pm**

**Approved:** Approved

**Present:** Selectboard: Matt Crawford, Steve Lamos, Tara Wright, Jason Burt, Scott St. Onge.  
Treasurer: Amber Baker. Selectboard Clerk: Samuel Gould.

**Absent:** All members present and on time.

**Public Present:** Todd Cadieux, Highway Foreman/Road Commissioner; Brian Haas and Brenden Blair, VIS; Brendan Keleher and Abby Freidman, VLCT; David McWilliams, Town of Georgia Animal Control Officer; Kevin Duncan.

Matt Crawford opened the regular Selectboard meeting for July 22, 2019, for the town of Georgia in the Chris Letourneau Meeting Room at 7:00 p.m.

Matt welcomed Scott St. Onge, new Selectboard member and Samuel Gould, new Selectboard Clerk to their first Selectboard meeting and a thank you for the support provided by Amber Baker, Cheryl Letourneau and Cindy Deyak has been invaluable. Scott provided a brief introduction of himself.

With the loss of Deb Woodward, Matt opened nominations for vice chair, Jason nominated Steve Lamos be appointed as the new Vice Chair, seconded by Matt, all in favor.

**VIS Update regarding highway HVAC system:** Brian Haas and Brendan Blair discussed their recommendations for upgrading the system.

Switch to natural gas, high efficiency furnace units and insure more than 2" of roof insulation is installed. 4" or more is optimal.

Bid pricing broken down into two parts with vehicle exhaust systems and without. Both based on the highway staff removing the old system to save on costs.

Bids were sent out to 3 contractors; VT Mechanical – Declined to bid, Mountain Air Systems and Absolute Mechanical. Based on bids received they recommend Absolute Mechanical.

Board discussion followed on: Roof insulation, cost, requirements and what is in the new roofing contract; Ability of the current system to make it through another winter; New systems cost to operate

Matt, board will take this information and set a new board meeting date to make a final decision. Amber is to bring the roofing contract and budget information to allow the board to determine what if anything needs to be pushed into next years budget in order to proceed with the contract.

**VLCT Capital Budget Update:** Brendan Keleher and Abby Freidman discussed the reasons for the budget, the methodology used, the new max allowed impact fees the town can charge and a proposed impact fee for the town to charge. He also covered the addition of a sixth cost center, First Response.

Board discussion followed on: the validity of the method used; what is the norm used by other cities/towns when determining what they will charge if not the maximum.

Amber brought forward that the numbers have all changed as the school numbers were included in some of the figures and some line items have been moved to different years.

Board discussion followed on: How are the numbers derived and when does the board need to have the Capital Budget approved.

Matt, Final review and approval moved to the next regular meeting. Amber will send Brendan the revised numbers. He will rerun the numbers and provide several different ways to show/view the summary/proposal in the next few days. Further discussion set for next week.

**Vicious Dog Bite Hearing:** At 8:09 p.m. Motion by Steve to open the hearing, seconded by Tara, all in favor.

Matt invites Kevin Duncan and David McWilliams to the table.

Matt opens the hearing by reading the warning/notice of hearing, noted that the hearing is mandated by State law, asked if all parties have received a copy of the rules and procedures, and requested disclosure of any conflicts of interest.

Oath given by both Kevin Duncan and David McWilliams to the board.

Kevin Duncan describes the day of the incident and all actions he has taken since.

David McWilliams describes all actions he has taken and plans to take since the day of the event.

Board discussion followed on: Witnesses, Rabies vaccination, who is checking on the dog and what actions should we pursue.

David McWilliams recommends that the dog is confined to the owners property, receives the rabies vaccination and is registered with the town. If this does not happen then the board should issue a warrant, have the dog picked up and euthanized per VT Law.

Board discussion followed on: When can the dog receive the vaccination, who will check on the owner/dog and what should the town do.

Amber to send letter format to Sam who will provide Matt a completed letter for review/approval 23 July 2019.

Matt: Motion to send out a letter (certified and standard) to the owner stating that the dog is to be confined, receive the rabies vaccination and town registration by 26 July 2019. Seconded by Steve, all in favor.

**Review of Past Minutes:** Board likes the line numbers for unapproved minutes and requests they are always used and removed once approved.

July 8, 2019: Motion by Steve to approve, seconded by Jason, all in favor, Tara abstains as she was not present for that meeting.

July 17, 2019: Motion to approve Steve, seconded by Jason, all in favor, Tara abstains as she was not present for that meeting.

**Review of Warrants:** Minimum discussion.

AP50: Motion by Steve to approve, Seconded by Jason, all in favor.

PR30 & AP51: Motion by Jason to approve, Seconded by Steve, all in favor.

**Unfinished Business:** Steve discussed meeting with Button Surveyors and states that all is currently going well. He also discussed the septic system soil tests on the Gilmond property. The soil will be checked for its ability to perk and the ability of the town to place a septic system of any type on the property. He met with the Gilmonds and they state that the soil will not perk, this is the reason for the small mound system currently located on the property for the current highway garage. Steve will call Cross tomorrow to get a date/time for the testing.

**New Business:**

Matt discussed the updated email address changes. He suggests that the First Responders and Library also update their email addresses and his thoughts on using position titles or individuals names. He also discussed an additional cost of ~\$500 to complete the updates.

Board discussion followed on: Which to use names or position titles, possible loss of emails saved, adding a new policy on signature requirements and the need to increase the IT budget to maintain security.

Board decision: Selectboard members emails will use their names. All others will be use their position titles. A policy on the use of signatures will be developed.

Motion by Steve to approve additional spending up to \$500 for Matt Bouchard to update our emails, seconded by Scott, all in favor.

Recommendation to appoint Jamie Burdick to the First Responders. Motion by Steve to approve, seconded by Scott, all in favor.

Amber discussed plan to switch to VOIP over installing a new phone system. Cost will be roughly the same when you add of the monthly fees for VOIP against the cost of installing a new phone system every 15 years. Change to VOIP is within the town budget and the contract does incur a two year cost obligation.

Board discussion followed on: Breakdown of costs, the monthly cost increases, why VOIP would be better and how it will affect the town budget.

Motion by Jason to approve change to VOIP, seconded by Steve, all in favor.

Amber discussed fixes for the Kingsbury-Hibbard cemetery that is shared by Georgia with Fairfax. Currently the cemetery is in need of repair (broken headstones and more). Total cost is \$2,600. \$1300 for each town, the funds are in the budget and Ed Brehaut agrees to this amount.

Board discussion followed on: What caused the damage and setting a president by doing this

Motion by Tara to approve spending \$1300 to make the repairs to the Kingsbury-Hibbard cemetery, seconded by Jason, all in favor.

Steve discussed the issue found and the fix for the proper maintenance of the town hall and fire department furnace systems. Amber then discussed the VT Gas 24/7 service plan and the savings benefits of the plan.

Board discussion followed on: The cost of the plan versus paying for a yearly service, when to implement the plan and the total cost for both the town hall and fire department (\$200 versus \$120).

Motion by Steve to sign up for the VT Gas 24/7 maintenance plan, seconded by Scott, all in favor.

Matt and Todd discussed the situation with the purchase of the new truck. Todd has found one truck available, a Kenworth six-wheeler, he recommends we trade the 2004 for the Kenworth.

Board discussion followed on: The effect on the capital budget, can we afford it, what are the numbers, which year is the money coming from and has it been approved in the capital budget.

Matt reminds everyone that by Vermont Statute we can buy a truck right now regardless of the approval status of the capital budget.

Matt and Todd discussed the costs and delivery dates for the trucks. Clark currently has a prebuilt tandem plow truck available. We are looking at an International or Kenworth at this time. The Kenworth is more expensive but also a better quality vehicle. Todd recommends we pursue the Kenworth and trade in the 2004 as it is in rough condition. The 2002 will currently act as a backup.

Board discussion followed on: Town Capital Budget, cost of Kenworth versus other makes, quality of the manufacturers, taxes and how much should we expect this to cost.

Motion by Steve to allow Todd to purchase a Kenworth with a delivery of early 2020 not to exceed \$166,000, seconded by Jason, all in favor.

#### **General Correspondence:**

Notice of Town of Milton. No effect on the Town of Georgia.

Parks & recreation meeting minutes from 06/26/19 meeting. Noted, no discussion.

Georgia Public Library Trustee 07/22/19 Meeting agenda. Noted, no discussion.

#### **Due Outs:** Amber reads through due outs.

Sam: Letter to Melinda Ciaria on board vicious dog hearing decision and send to Matt.

Amber: Email Sam format letter for vicious dog decision letter.

Amber: Procure AC Hawthorne contract and email to Brian Haas.

Amber: Send Brenden Keleher all the changes.

Amber: Procure ordnance guidance from Abby and send to Matt.

Amber: Confer with Matt (IT) on how the email account changes will work. Folders, website ect.

Amber: Advise the Fire and EMS Chief that we are going to change their emails.

Amber: Work policy for email signatures.

Amber: Advise EMS Chief of new hire.

Amber: Add cemetery and Vermont Gas language to the 2020 budget.

Steve: Contact Cross Consulting Engineers to get the soil tests date(s) for the Gilmond property.

Matt: Contact Andrew to tell him we have a new member of the EMS.

**Executive Requirements:** None

**Other Business:**

Amber we need to set a tax rate on August 12, 2019. Number one goal for August 8, 2019 Selectboard meeting.

All made light of Steve driving back and forth the 4/10<sup>th</sup> of a mile from home to Town Hall.

Amber Quinton is due for his six month on August 8, 2019, prior to the next meeting.

Next Meeting set for July 30, 2019 to cover the budget, VIS HAVAC and Town Administrators position.

Motion to enter the Executive session with Todd Cadieux at 09:39 p.m., Steve, Seconded by Jason, all in favor.

**Executive Session:**

Amber Baker was asked to join at 10:12 P.M.

In open session, motion made by Steve, seconded by Jason, to extend probationary employee period of Quinton Banus from six months to one year of hire due to the lack of plowing experience, and on request of the road foreman, as prescribed in the towns personnel policy. Motion carried, 4-0.

Motion made by Steve, seconded by Jason, to extend probationary employee period of Will Jones from six months to one year of hire due to the lack of plowing experience, and on request of the road foreman, as prescribed in the towns personnel policy. Motion carried, 4-0.

Motion by Scott, seconded by Steve, to allow Williston FD the short term use of the GFD engine that is currently of use. Motion carried 4-0. (NOTE: This was not an executive session item. Fire Chief Keith Baker contacted the SB).

Meeting adjourned at 11:12 p.m.

**Additional Open Session Notes:**

Amber was called back to attend. In open session a motion was made by Jason, seconded by Steve to promote Robert Quensel to assistant Road Foremen and increase his pay rate to \$21 per hour. Motion carried 3-1 with Tara voting against.