

**Georgia Selectboard Meeting
Chris Letourneau Meeting Room
Re-Organizational Meeting & Regular Meeting
Monday, March 9, 2020 7:00 p.m.**

Approved: **Approved**

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

Absent: None

Public Present: None

The Town Administrator, Amber Baker called the re-organization meeting to order at 7:03 p.m. in the Letourneau Meeting Room.

1. The Town Administrator asked for nominations for Chair of the Selectboard. Current Chair is Matt Crawford.

Motion made to nominate Matt Crawford as the Chair of the Selectboard, made by Steve. No further discussion, all in favor.

The Chair Matt Crawford took over the meeting.

2. Chair requests nominations for Vice Chair. Current Vice-Chair is Steve Lamos.

Motion made to nominate Steven Lamos as Vice-Chair, made by Jason, second. No further discussion, all in favor.

3. Need to nominate Selectboard Clerk for a one year term. Samuel Gould is the current Selectboard Clerk.

Motion made to nominate Samuel Gould as Selectboard Clerk, for a one year term, made by Steve. No further discussion, all in favor.

4. Need to nominate Road Commissioner for a one year term. Todd Cadieux is the current Road Commissioner.

Motion made to nominate Todd Cadieux as Road Commissioner, for a one year term, made by Steve. No further discussion, all in favor.

5. Need to nominate two Zoning Board of Adjustment members for 3 year terms.

Motion made to nominate Gilles Rainville, Jr., & Tony Gabel to the Zoning Board of Adjustment, each for a three year term, made by Steve. No further discussion, all in favor.

6. Need to make a motion to appoint a person as Tree Warden for a one year term. Ric Nye is the current Tree Warden.

Motion made to nominate Ric Nye as Tree Warden, for a one year term, made by Steve. No further discussion, all in favor.

7. Need to make a motion to appoint two people as representatives on the Georgia Industrial Development Corporation Board for one year terms. Current representatives are Matt Crawford and Tara Wright.

Motion made to nominate Matt Crawford and Tara Wright as Selectboard Representative to the Georgia Industrial Development Corporation, for one year terms, made by Tara. No further discussion, all in favor.

8. Need to make a motion to appoint people to the Recreation Committee for one year terms. Current committee members are Gail Wolff, Stacey Davis, Cheryl Letourneau, Dawn Penney, Irene Bonin, Lynn Lane, Heather Dunsmore, Jessica Fike, Katie Driver, Sarah Savich, and Tanya Wells. Re-appoint Gail Wolff, Stacey Davis, Cheryl Letourneau, Dawn Penney, Irene Bonin, Lynn Lane, Heather Dunsmore, Jessica Fike, Katie Driver, Sarah Savich and Tanya Wells for a one year terms based on their expressed interest.

Motion made to nominate Gail Wolff, Stacey Davis, Cheryl Letourneau, Dawn Penney, Irene Bonin, Lynn Lane, Heather Dunsmore, Jessica Fike, Katie Driver, Sarah Savich, and Tanya Wells to the Recreation Committee, for one year terms, made by Steve. No further discussion, all in favor.

9. Need to make a motion to appoint the following Selectboard member as Town Service Officer for a one-year term. Matt Crawford is the current Town Service Officer.

Motion made to nominate Matt Crawford as Town Service Officer, for a one year term, made by Matt. No further discussion, all in favor.

10. Need a motion to appoint an Animal Control Officer and Assistant Animal Control Officer for a one year term. Current Officers are David McWilliams as the Animal Control Officer and Carrie Lewis as the Assistant Animal Control Officer.

Motion made to appoint David McWilliams as Animal Control Officer and Carrie Lewis as Asst. Animal Control Officer, for one year terms, made by Jason, second by Steve. No further discussion, all in favor.

11. Need to appoint two people as Georgia Representatives to the Northwest Regional Planning Commission for one year terms. Current representatives are Kirk Waite and George Bilodeau.

Motion made to appoint Kirk Waite and Scott St. Onge as Georgia Representatives to Northwest Regional Planning Commission, for one year terms, made by Steve, second by Tara. No further discussion, all in favor.

12. Need to make a motion to appoint a representative to the Northwest Regional Planning Commission Transportation Advisory Committee. Current Committee member is Deb Woodward.

Motion made to appoint Steve Lamos as Georgia Representative to the Northwest Regional Planning Commission Transportation Advisory Committee, for a one year term, made by Scott, second by Jason. No further discussion, all in favor.

13. Need to make a motion to appoint the Fire Warden and Deputy Fire Warden for one year terms. Current Fire Warden is Eric Couture; Deputy Fire Warden is Malcolm Baker.

Amber informed the selectboard that the state recommends that towns do not appoint Deputy Fire Wardens.

Motion made to appoint Eric Couture as Fire Warden, for one year term, made by Steve, second by Jason. No further discussion, all in favor.

14. Need to make a motion to appoint two people to a four year term on the Conservation Commission. Re-appoint Ken Minck and Rob Meader, each for a four year term.

Motion made to appoint Ken Minck and Rob Meader to the Conservation Commission, for four year terms, made by Steve, second by Jason. No further discussion, all in favor.

15. Need to make a motion to appoint a representative to Northwest Solid Waste District. Current representative is Paul Lambert.

Motion made to appoint Paul Lambert as the Georgia Representative to the Northwest Solid Waste District, made by Tara, second by Steve. No further discussion, all in favor.

16. Need to make a motion to appoint three people to one year terms to the Planning Commission.

Motion made to appoint Maurice Fitzgerald and Emily Johnson and Ed Simon to the Planning Commission, for one year terms, made by Scott, second by Steve. No further discussion, all in favor.

17. Need to make a motion to appoint Town's Primary Legal Counsel; Stitzel Page & Fletcher is the primary Legal Counsel and Kimball & Storrow as Town's Secondary Legal Counsel, for a one year term.

Motion made to appoint Stitzel Page & Fletcher as the Town's Primary Legal Counsel; and Kimball & Storrow as Town's Secondary Legal Counsel, for a one year term, made by Tara, second by Jason. No further discussion, all in favor.

18. Need to make a motion to set the official paper for the Town. "St. Albans Messenger" is the current paper, with the "Milton Independent" to be used in an emergency basis only.

Motion made to set the St. Albans Messenger as the official paper for the Town of Georgia, with the Milton Independent to be used in an emergency basis only, made by Jason, second by Steve. No further discussion, all in favor.

19. Need to make a motion to charge for town equipment at the State Agency of Transportation rate, unless it is a FEMA project. If it is a FEMA project, FEMA rates will be charged.

Motion made to charge for town equipment at the State Agency of Transportation rate, unless it is a FEMA project, if it is a FEMA project, then FEMA rates will be charged, made by Tara, second by Steve. No further discussion, all in favor.

20. Need to make a motion to set the Animal Control Fines based on the current fine schedule.

Motion made to set the Animal Control Fines based on the current fine schedule, made by Steve, second by Jason. No further discussion, all in favor.

21. Per 24 V.S.A. §871, we need to make a motion to reaffirm the current Selectboard policies, rules of procedure and the meeting schedule of 2nd and 4th Mondays every month utilizing the Agenda now in place.

Motion made to reaffirm the current Selectboard policies rules of procedure and the meeting schedule of 2nd and 4th Mondays every month, utilizing the Agenda now in place, made by Scott, second by Steve. No further discussion, all in favor.

22. As the Office of Lister, and Board of Lister's, have been eliminated by positive vote at Town Meeting, State Statute allows the Selectboard to appoint a professionally qualified Assessor, who shall have the same powers and discharge the same duties, under the provisions of Title 32. That Assessor does not need to be a resident of the Town. The appointment is for one year until the next annual meeting. The current Assessor is Hinman & Associates.

Motion made to table this appointment until the next selectboard regular meeting by Jason, seconded by Steve, all in favor.

23. Need to make a motion to set forth the following wage for Planning Commission, Zoning Board:

Motion made to set forth the following wages for Planning Commission, Zoning Board, Board of Civil Authority, compensation shall be set at \$20.00 per meeting attended as per policy that "Board Members will not be paid for meetings where they are representing themselves or another party", made by Scott, second by Steve. No further discussion, all in favor.

24. Need to make a motion to set the wages for Moderator and Parliamentarian at minimum wage rate.

Motion made to set the wages for Moderator and Parliamentarian at minimum wage rate, made by Tara, second by Jason. No further discussion, all in favor.

25. Per 24 V.S.A Sections 1953 and 1954, the Selectboard shall consider the Fire Chief's written recommendation and appoint Fire Officers as follows from Chief Keith Baker: 1st Assistant Chief – Jamie Cota, 2nd Assistant Chief – Patrick King, Captain – Eric Couture, 1st Lieutenant – Michael Baker & 2nd Lieutenant – Jeffrey Bryant.

Motion made to appoint Fire Officers based on the recommendation from Chief Baker for 1st Assistant Chief – Jamie Cota, 2nd Assistant Chief – Patrick King, Captain – Eric Couture, 1st Lieutenant – Michael Baker & 2nd Lieutenant – Jeffrey Bryant for one year terms, made by Tara, second by Jason. No further discussion, all in favor.

26. Need a motion to consider the EMS Chief's written recommendation and appoint EMS Officers as follows from Chief Andrew Dunsmore: Assistant Chief – Chelsea Dubie, Equipment Officer – Craig Lamoureux, Co Training Officers – Chelsea Dubie and Jamieson Barber and Secretary – Michael Baker.

Motion made to appoint EMS Officers based on the recommendation of EMS Chief Andrew Dunsmore for Assistant Chief – Chelsea Dubie, Equipment Officer – Craig Lamoureux, Co Training Officers – Chelsea Dubie and Jamieson Barber and Secretary – Michael Baker for a one year terms, made by Scott, second by Steve. No further discussion, all in favor.

At this time the Re-org portion of the meeting ended and the regular selectboard business began.

Matt Crawford opened the regular Selectboard meeting for March 9, 2020 for the Town of Georgia in the Chris Letourneau Meeting Room at 7:19 p.m.

Matt congratulated Tara on her win to continue on as a selectboard member for the Town of Georgia.

Additions, Changes or Deletions: None

Public Appearances: None

Review of Past Minutes:

Motion to approve the February 24, 2020 regular Selectboard minutes by Jason, seconded by Scott, all in favor.
Motion to approve the March 3, 2020 Special Selectboard minutes as printed not as online by Steve, seconded by Scott, all in favor.

Review of Warrants: Minimum discussion.

Motion to approve AP 17 by Scott, seconded by Steve, all in favor.
Motion to approve PR 11 and AP18 by Steve seconded by Scott, all in favor.

Selectboard Concerns: None

Administrators Report to Selectboard:

Unfinished Business:

Highway garage roof, ventilation and heating system update: Amber informed the board that Mountain Air has been contacted and will be on site during the week of 03/09/20 to take another look at the water leak.

Highway Oversight Committee Update: Amber informed the board that Matt Young will do a walkthrough of the current town garage on 03/10/20 at 12:30pm. Scott, Todd and Amber will be present.

Hazard Mitigation Plan Update: Amber has provided Shaun Coleman all of the updates required.

New Business / Action items:

Oakland Station Road Violation. Right of Way has been resolved and the setback is in the process of being corrected.

Letter of resignation of George Bilodeau from the Planning Commission – term ends 2022:

Discussion followed on, all that George has done for the Town of Georgia, Thanking him for everything he's done, should we or can we provide an award a plaque or something and state articles.

3. Update on I-89 Culvert from VTRANS: VTRANS estimates this will cost \$4.5M and will be completed spring 2020. A link has been added to the Town of Georgia website for this project.

4. State of Vermont Grant Award Letter for Local Bypass Mitigation during 104A Bridge replacement: We have been awarded \$11,732 by the state for road maintenance, dust control and traffic enforcement for the Skunk Hill Road bypass during the 104A bridge replacement.

Discussion followed on; is this enough to cover the cost of what will have to do, does this give them free range on all of our roads, just for traffic enforcement, will the state provide any paving as part of this contract for the town of Georgia and that the state informed the town that this is the max that they will give the town.

5. Request from Georgia Little League to Replace Storage Shed at The Mallett Recreation Area: Work would be overseen by Seth Hungerford and his students in the Enosburgh High School Building Trades Program. Todd Cadieux states that this will not interfere with the upcoming ADA upgrades and Bob Larose has been notified of this request.

Discussion followed on; the woodchips underneath the swing sets, how difficult it will be to tear down the old one and build the new one and ensuring that it is out of the way any future projects.

6. Liquor Licenses: Amber informed the board that they are required to approve or deny all Liquor Licenses granted within the town.

Matt stated the board is now doing business as the town of Georgia liquor license board.

Motion to approve the liquor licenses for the Georgia Market, Maplefields and Dollar General by Steve, seconded by Scott, all in favor.

Matt stated that the selectboard is now doing business as the Georgia selectboard.

7. Letter of resignation of Lary Martell from the Planning Commission – term end ends 2022: No discussion.

Discussion on the Library Board of trustee's message thanking Amber for helping them get the exterior lights completed and their request to appoint Gary Deziel as a trustee.

Motion to appoint Gary Deziel for a one year term as a Library trustee by Steve seconded by Tara all in favor

Administrator's Correspondence and Tasks: No major discussion.

Treasurer's Correspondence: No discussion

General Correspondence: No discussion

State of Vermont Correspondence: None

Brochures/ Newsletters/ Workshops:

Selectboard Institute 03.21.2020: Some discussion on the value of attending the select for Institute by Steve who was the last select board member to attend. He rates it is a very good program.

Legal Correspondence: None

Any Other Business Found Necessary: None

Town Administrator Task Assignment Review: No discussion.

Motion by Tara to enter executive session under 1 VSCA §313 with Amber Baker to discuss Contracts, labor relations agreements with employees, arbitration, mediation, grievances, civil actions, or prosecutions by the state, where premature general public knowledge would clearly place the state, municipality, other public body, or person involved at a substantial disadvantage by Scott, seconded by Jason, all in favor.

Executive session entered at 7:46 p.m.

Motion to approve wages with changes by Scott, seconded by Steve, all in favor

Executive session ended and regular meeting adjourned at 8:40pm

2020 Compensation Chart

Name	Position	2019 Rate	2020 Rate	Notes
Baker, Amber	Health Officer	\$320.00	\$320.00	Per annum
	Town Treasurer/Tax Collector	\$23,463.00	\$23,932.00	Per annum
	Town Administrator	\$26.00/hr.	27.00/hr.	40 hours
Bessette, Sharon	Bookkeeper	\$22.09/hr.	\$22.53/hr.	16 hours - no benefits
Bigelow, Kyle	Truck Driver/Mechanic	N/A	\$21.00/hr.	45 hours
Brehaut, Allen	Cemetery Worker	\$11.00/hr.	\$11.00/hr.	As required
Cadieux, Todd	Road Foreman	\$22.25/hr.	\$22.69/hr.	45 hours
	Road Commissioner	\$4,000.00	\$4,000.00	Per annum
Deyak, Cynthia	Zoning Administrator	\$24.83/hr.	\$25.32/hr.	30 hours
	Deputy Health Officer	\$300.00	\$300.00	Per annum
Gould, Samuel	Selectboard Clerk	\$20.00/hr.	\$20.40/hr.	As required
Jones, Marc	Part-time Highway Driver	\$25.00/hr.	\$25.00/hr.	As required
Jones, Will	Highway Maintenance Worker	\$20.00/hr.	\$20.40/hr.	45 hours
Larose, Robert	Beach Supervisor	\$12.75/hr.	\$13.00/hr.	As required
	Beach Workers	Minimum Wage	Minimum Wage	Limited Service
Letourneau, Cheryl	Town Clerk	\$47,609.00	\$48,561.00	Per annum
Martell, Lary	Planning Coordinator	N/A	\$23.00/hr.	24 hours
Penney, Dawn	Assistant Town Clerk	\$18.00/hr.	\$18.36/hr.	28 hours
Quesnel, Robert	Highway Department	\$21.00/hr.	\$21.50/hr.	45 hours
Waite, Paul	Janitorial Services	\$17.77/hr.	\$18.12/hr.	7.50 hours
	Animal Control Officer	\$25.00	\$25.00	Per call
	Deputy Animal Control Officers	\$25.00	\$25.00	Per call
	Constables	\$250.00 each	\$250.00 each	Per annum
	Counters	\$10/election	\$10/election	As required
	Election Workers	Minimum Wage	Minimum Wage	As required
	Firefighters	\$11.00/hr.	\$12.00/hr.	Per call, Training Meetings, Maintenance

Name	Position	2019 Rate	2020 Rate	Notes
	Firefighter Officers	\$13.00/hr.	\$14.00/hr.	Per Call, Training Meetings, Maintenance
	Officer Administration	\$5,000.00/yr.	\$5,000.00/yr.	Administrative duties
	Fire Warden	\$22.25	\$22.69	Per Complaint
	First Responders	\$11.00/hr.	\$12.00/hr.	Per call
Health Insurance	Single	\$2,500.00	\$2,500.00	Per annum
Cash In Lieu	Two Person	\$2,500.00	\$2,500.00	Per annum
	Family	2,500.00	\$2,500.00	Per annum
	Selectboard Chair	\$1,500.00	\$1,500.00	Per annum
	Selectboard Members	\$1,000.00	\$1,000.00	Per annum
Board of Civil Authority / Planning Commission / Zoning Board of Adjustment		\$20.00	\$20.00	Per meeting attended
Town of Georgia mileage rate:		IRS Rate	IRS Rate	As required

Notes:

Effective week ending March 14, 2020 with payroll dated March 19, 2020

BCA, Planning & Zoning Members paid yearly in December

Constables, Health Officers, Road Commissioner & Selectboard Members paid in the week prior to Town Meeting.

Selectboard Salaries set by Auditors - no changes since 2017.