Selectboard Regular Meeting

Monday, March 13, 2023

6:00 P.M.

Chris Letourneau Meeting Room In-Person and/or Teleconference/Virtual

Approved: March, 27, 2023

Selectboard Present: Devon Thomas (Board Chair), Shannon Jenkins (Vice-Chair), Jamie Comstock, Carl Rosenquist, Carolyn Branagan by Zoom

Selectboard Absent:

Staff Present: Cheryl Letourneau, Administrator and Town Clerk

Public Present: Tony Heinlein**,** Suzanna Brown, Ken Minck, Terry Cleveland, Lori Hobart, Heather Dunsmore, Brian Dunsmore, Amber Baker, Keith Baker, Heather Grimm, Fred Grimm, Todd Cadieux, Frank Gore, Bette Dunsmore, Sandy Laferriere
Public Present Zoom: Karen Gonyeau, Jana Thuesen, Karen Heinlein-Grenier, Dayle Goad, Jen Kale, Doug, Jack Cage, Chuck Cross, Kevin Camisa, Sarah Savich, Dawn Penney, Bethany Langevin, Tonya Moore, Kristina Senna

Call to Order: Cheryl Letourneau called the meeting to order at 6:00 pm
Pledge of Allegiance: led by Carl Rosenquist
Review of Agenda: C. Letourneau reviewed the agenda. Transparency was added to the agenda.
Re-organization: Carolyn Branagan nominated Carl Rosenquist for Chair; Shannon Jenkins nominated Devon Thomas for Chair. Devon Thomas is chair by a vote of 3 to 2.

A motion to instruct the Town Administrator to request clarification from the town attorney on how the board should be structured regarding sub committees was made by Carl Rosenquist, seconded by Jamie Comstock, all in favor.

Carolyn Branagan moved to do ten nominations for appointments to boards at this meeting, then 10 at each consecutive meeting until they were all done, seconded by Carl Rosenquist, motion failed 3 -2.

Motion made to nominate Chuck Cross as a Development Review Board Member for a 4-year term made by Shannon Jenkins, all in favor.

Motion made to nominate Lisa Faure as a Development Review Board member for a 4-year term made by Devon Thomas, seconded by Shannon Jenkins, all in favor.

Motion made to nominate Tony Heinlein as a Development Review Board alternate for a 1-year term made by Carl Rosenquist, seconded by Shannon Jenkins, all in favor.

Motion made to nominate Ric Nye as a Tree Warden for a 1-year term made by Carl Rosenquist, all in favor.

Motion made to nominate Carl Rosenquist and Jamie Comstock as Selectboard representatives to the Georgia Industrial Development Corporation, for one-year terms, and Jim Driver, non Selectboard Member, for a 3-year term, made by Carolyn Branagan, all in favor. It is noted that Dr. Kent Henderson was elected for his term.

Motion to appoint Cheryl Letourneau, Dawn Penney, Jessica Fike, Katie Driver, Matt Dow, Stacey Davis, Sarah Savich, Candace Holbrook, Cara Bryce-Parrott, Jessica Paradis, Judi Wilson, and Shannon Jenkins to the Georgia Community Events Committee for a 1-year term, made by Carl Rosenquist, all in favor.

Motion made to appoint Deanne Never as Animal Control Officer and Jim Benson as Assistant Animal Control Officer, for 1-year terms, made by Carl Rosenquist, all in favor.

Motion made to appoint Kirk Waite and Devon Thomas as Georgia Representatives to Northwest Regional Planning Commission, for 1-year terms, made by Carl Rosenquist, all in favor.

Motion made to appoint Suzanna Brown as Georgia Representative to the Northwest Regional Planning Commission Transportation Advisory Committee, for a 1-year term, made by Jamie Comstock, all in favor.

Motion made to appoint Jamie Comstock as the representative and Zachary Burdick as alternate to the Northwest Communications Unified District (CUD) for 1-year terms, motion made by Carl Rosenquist, all in favor.

Motion made to appoint Fred Grimm, Peter Mazurak, Tom Hardy and Annette Villani as representatives on the Conservation Committee for 4 year terms, motion made by Carl Rosenquist, all in favor.

Motion made to appoint Paul Lambert as the Georgia Representative to the Northwest Solid Waste District for a 1-year term, made by Carl Rosenquist, all in favor.

Motion to appoint all Selectboard members as authorized members to sign warrants for 1-year terms, made by Shannon Jenkins, all in favor.

Motion made to appoint Stitzel Page & Fletcher as the Town's Primary Legal Counsel; and Kimball & Storrow as the Town's Secondary Legal Counsel, for 1 year term, made by Carl Rosenquist, all in favor.

Motion made to set the St. Albans Messenger as the official paper for the Town of Georgia made by Carl Rosenquist, all in favor.

Motion made to charge the town for 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 Carl Rosenquist, all in favor.

Motion made to set the Animal Control Fines based on the current fine schedule, made by Devon Thomas, all in favor.

Motion made to re-affirm the current Selectboard policies, rules of procedure and the meeting schedule of the 2nd and 4th Mondays, every month, utilizing the agenda now in place, made by Jamie Comstock, all in favor.

Motion made to set forth the following wages for Planning Commission, Development Review Board and Board of Civil Authority, compensation shall be set at $20.00 per meeting attended as per policy "Board members will not be paid for meetings where they are representing themselves or another party", made by Carl Rosenquist, all in favor.

Motion made to appoint Fire Officers based on the recommendation from Chief Baker for 1st Assistant Chief - Patrick King, 2nd Assistant Chief - Jamie Cota, Captain - Eric Couture, 1st Lieutenant - Michael Baker and 2nd Lieutenant - Jamieson Barber for one-year terms, made by Carl Rosenquist, all in favor.

Motion to re-appoint Hinman Assessments, LLC as the Town's Assessor, for a 1-year term was set aside until the 3/27/23 meeting.

Motion to have the Personnel and Policy task force review the policy of paying the Moderator and Parliamentarian at minimum wage rate and come back to the board with a recommendation made by Carl Rosenquist, all in favor.

Chair update:

Selectboard Minutes and Warrants:

a. The minutes for the 2.25.23 Meet and Greet were approved by a motion from C. Rosenquist, seconded by C. Branagan, all in favor.

b. A motion to set aside approval of the 2.27.23 Regular Meeting Minutes until the next regular meeting on 3.27.23 was made by Shannon Jenkins, seconded by Jamie Comstock, all in favor.
c. The minutes for the 2.28.23 Informational Meeting were approved by a motion from Carl Rosenquist, seconded by Carolyn Branagan, all in favor.
d. Warrant AP# 01 - Motion to approve Warrant #01 was made by Jamie Comstock, seconded by Carl Rosenquist, all in favor. A motion to include the warrant information in the selectboard members packet from now on and to have either Jamie Comstock or Carolyn Branagan review the warrants prior to each selectboard meeting and make a recommendation to the board was made by Carl Rosenquist, seconded by Shannon Jenkins, all in favor.

Public Comment: Terry Cleveland, Frank Gore, Ken Minck as a citizen not as Conservation Member, Heather Dunsmore

Correspondence: Response to Vermont Digger

Board Business:

a. Conflict of Interest and Ethics Policy
Devon Thomas moved to reinstate the 2018 Code of Ethics while establishing a committee to review the current Code of Ethics for an updated version. Shannon Jenkins seconded, all in favor. Point of Order: The Chair states that on a committee of five people the Chair can make a motion.

b. VSP, Milton, AmCare, and Unifirst Contracts

c. Ad for Treasurer - Action
Carl Rosenquist moved to have Carolyn Branagan, Shannon Jenkins, Amber Baker, and Cheryl Letourneau review the position of Treasurer, Jamie Comstock seconded, all in favor.

d. Rec Director - Action
Shannon Jenkins moved to start the interview process, Devon Thomas seconded, all in favor.
e. Union Negotiations
f. Transparency Devon Thomas moved to set aside the transparency discussion to the next regular selectboard meeting, seconded by Jamie Comstock, all in favor.

Selectboard Sub Committee Reports:

a. Town Administrator - C. Letourneau

Carl Rosenquist moved to approve spending up to $8300 to replace the heater at the Fire Department without 3 quotes, seconded by Devon Thomas, all in favor.

b. Buildings
c. Budget & Finance
d. Personnel
e. Public Works/Grounds/Recreation
f. Committees at the direction of the chair- none at this time

Plan next meeting and agenda:

Monday, March 27, 2023 6 pm Regular Meeting

Executive Session (if needed, pursuant to V.S.A. sec 313)

Carl Rosenquist moved that the board go into Executive Session to review issues that premature disclosure may be detrimental to individuals involved or the Town Selectboard, seconded by Devon Thomas, all in favor.

Carl Rosenquist moved that the board comes out of Executive Session, seconded by Jamie Comstock. Carl Rosenquist made a motion to increase the rate of pay to $22.50 per hour for the Bookkeeper and to increase the rate of pay to $22.50/$23.00 per hour for the Assistant Town Clerk, seconded by Jamie Comstock, all in favor.

Meeting adjourned at 10:20 p.m.

Respectfully Submitted,
Martha Bechard