

**SPECIAL SELECTBOARD MEETING MINUTES RE: TOWN MEETING REPORTS/ARTICLES
TUESDAY, JANUARY 8, 2019 AT 6:00 P.M.**

Those present: Selectboard: Mike Hogan, Fred Ducharme, Bernie Shatney, Jack Daniels

Town: Karen Deasy, Betty Ritter, Lynn Jones, Cecilia Gulka

Community Members: David Pike, Brittany Butler, Jeff Haslett, Bill Wheeler

1. The meeting was called to order by Mike Hogan at 6:02 p.m.
2. A motion was made by Jack and second by Fred to approve the agenda with additions of policies, letter from Sullivan and Powers to continue with audit, and Executive Session for a legal matter. Motion carried
3. Public Comment – Discussion regarding the appointment of Town Treasurer.
4. Continue to refine the Warning for Town Meeting – went over Warning and will continue to work on it for completion.
5. Decision on Pollinators non-binding article this will be added to the Warning. A motion was made by Jack and seconded by Fred to approve the request for Non-Pollinating Article to be on Warning, motion carried.
6. Discussion/Decision on listing delinquent tax payers in the Town Report. Discussion followed with suggestions from Marshfield and Plainfield. A motion was made by Jack with a second by Fred that we list names of those delinquent for the past years, but put in only the amount for the current year. Motion carried.
7. Discuss/scheduled Public Hearing on Zoning January – Mike asked that if anyone has any questions to defer to Karen on zoning. The original zoning was developed in 1978 and town has been trying to update gradually the zoning regulations. Karen passed out copies of changes, and they have been published on the Cabot website. There will be an informational hearing on Tuesday, February 19, 2019 at 7:00 p.m.
8. Review and approve the Selectboard report and other reports for Town Meeting - highlights of the year. We worked on different reports and decided on the dedication of this year's Town Report. The Auditors have graciously decided to give until January 24 for final reports. The Report must go to the printer by January 28.
9. Review Meeting Schedule for Jan-Feb 2019 - we went over the schedule and made appropriate changes or updates.
10. Other Business
 - a. Capital Budget – went over the paving around the Common Road.
 - b. May purchase a new truck, but the payments will not begin until 2021.
 - c. Old Route 2 – will work on the ditch line, culverts need to be replaced (repair, not paving).
 - d. Policies:
 1. Balanced Budget – a motion was made by Jack and seconded by Fred to accept this policy, motion carried.
 2. Fraud Prevention – a motion was made by Jack and seconded by Bernie to accept this policy, motion carried.
 3. Investment – a motion was made and seconded by Jack and seconded by Bernie to accept this policy, motion carried.

- e. Sullivan and Powers submitted an engagement letter for the audit ending June 30, 2018. A motion was made by Jack and seconded by Fred, motion carried.
 - f. Karen presented the Water Budget. A motion was made by Fred and seconded by Bernie to accept the budget. Motion carried.
 - g. Karen presented the Wastewater Budget. A motion was made by Jack and seconded by Bernie to accept the budget. Motion carried.
 - h. Fee Schedule – Karen stated that the Fee Schedule for Water and Wastewater will remain the same. A motion was made by Jack and seconded by Fred. Motion carried.
11. A motion was made to go into Executive Session to discuss a legal matter by Fred and seconded by Bernie. The Board went into Executive Session at 8:14 p.m. and left executive session at 8:25 p.m.
12. Adjourn - A motion was made by Fred and seconded by Bernie to adjourn. Motion carried. The Board adjourned at 8:25 p.m.

Respectfully submitted,

Betty Ritter, Town Clerk/Treasurer

Items to be added:

Policies to be signed:

1. Balanced Budget Policy
2. Investment Policy
3. Fraud Prevention Policy

Sullivan and Powers Letter – Scope of Policy
Stipulation for Dismissal with Prejudice
Signature to Grant Agreement (Trails)