

**SELECTBOARD MEETING MINUTES
TUESDAY, AUGUST 6, 2019 at 6:00 PM
MEETING ROOM – WILLEY BUILDING**

Those present: Selectboard: Fred Ducharme, Ruth Goodrich, Mike Hogan, John Cookson, Ted Domey

Town: Betty Ritter, Michelle Leclerc

Other: Jessica Miller, Rusty Churchill, Larry Gochey, Deborah Peterson, Jeff Gabrielson, Linda Gabrielson, Stan Barosky, Marcy Martin, Clair Pike, Don Mitchell, Chuck Marian, Tammi Marian, Jeff Haslett, Sandy Ponds, Glenn Goodrich, Skip Bothfeld, Andy Luce, Irv Robbins

1. The meeting was called to order by Fred Ducharme at 6:00pm
2. Approve Agenda – Mike 1st, Ruth 2nd. Motion passed.
3. Approve Minutes from
 - a. July 16, 2019 Selectboard Meeting – Ruth 1st, Mike 2nd. Motion passed.
 - b. July 22, 2019 Special Selectboard Meeting – Mike 1st, Ruth 2nd. Motion passed
4. Public Comment –
 - a. Linda Gabrielson trustee for the library and wanted to update the public on what is happening in the library. The Summer reading program going strong and 65 children and 20 children to read 1,000 pages. There is a potential of reading 2,000 books during the summer program. July 1st read to me Dolly Parton’s fundraiser. Every child in the town of Cabot born will receive a book four times a year (every quarter) to let them know the library is here. It’s all by fundraiser. The fundraising money was raised for a changing table and was hung. The bequest they have is the Tebbett’s family to have donations for Mary to the library. They also received another \$8,000 from a lady who lived in Ohio, the Library doesn’t know she is. They are looking at the room next door to improve the shelving. Jeff would like to know how they did at the July 4th sale. Linda said that is the Friends of the Library.
 - b. Jeff would like to have the suggestions and the process for all that has been done with the Fire Dept. He handed out a sheet with the Fire Department process. Jeff reviewed his sheet of the Objective Process for the Fire Department. Jeff would like the selectboard review this and make comments and suggestions.
 - c. Irv is wondering why in around 2013 that Last Road has been side road mowing. But after 2015 it has been hit or miss. John commented that is part of the Highway Agenda. Sandy wondered about the To Do List. Betty has it ready and in the process.
5. CCA – Office Space – John we talked about it with Lori before and what they were doing and didn’t get an answer. Ruth said they were not planning to move. Betty said we are out of storage space. We have more things in the vault that could go in there. Betty would like to have the selectboard write a letter. Ruth said the Town Clerk’s really need more space. John said there is a privacy issue. Fred said to invite them to the next meeting. Sandy said they should get a letter asking them to vacate. Ruth agreed. Glenn said that electrical shouldn’t be store in a vault. Ruth would like a letter to be sent to them to vacate within 30 days. Ted 2nd. Mike said more time should be allowed. John agreed. Ruth amended that they move in 60 days. Motion passed.
6. Grant Policy – Ruth presented the grant policy and that she received from Marshfield. Mike made some good suggestions. Mike suggested that any grants first get approved by the planning commission. This policy takes the grant application first to the planning commission on the grant and where, what and a budget. If the planning commission thinks that it is a good thing to do, then they will bring it to the select board. This will be that the town controls the funds. Ted would like to have the highway grants not go thru that process. John said the highway just got a grant for Old Route 2 that we just did finished it. Ruth didn’t think of the highway. Ruth said to get a better handle on things and save the last-minute sign off. Mike 1st, Ruth 2nd. Mike amended to exempt the highway. Motion passed.
7. Fire Department
 - a. Subcommittees – Mike the fire department working group met on July 25th with the goal to establish some subcommittees to put together a process. We are asking the selectboard to approve two current subcommittees to come up with a plan, direction and needs analysis based on the violations. Other group of people of planning a new station. On the new building, Mike, Dean, Karen, Trish Cox, Ben Deasy, Tami Marian, Jeff Haslett. The old fire station Skip, Andy, Ruth and Jeff. A meeting schedule on August 25. Mike is asking

for the subcommittees to be approved. Ruth is wondering if the fire department working group is effective. Is it more effective for two groups and another meeting night? Fred can I get this straight – you want one group on current fire house and one for the new fire house options. Skip we need to get this accomplished before the town meeting. John said there is a road block on getting the fire house now. He thinks we need to keep one project done. Marcy why can't we just put the new building on hold and take care of the building that we need fixed. Then go back and look at new building. Stan said why these committees when you don't have enough man to man a fire house and you want a new one. Skip if you don't have the station and the equipment you won't have a fire department. Tami is not happy about how the committees are developed. Tami doesn't like how Mike said at the meeting to make it simple. Don said for the people in the office to do a survey to the town's people and get an idea for or against the fire department. There could be other options. You spend \$96,000 for the new property. Why don't we look into the possibility of putting the ambulance down there and have volunteers to get it up to code. Ruth has been in the building many times. The ambulance can go in there. Ruth explained the garage can be fixed up but the major repair would be a sprinkling system. Meetings in the old fire house don't have enough room. Leave the basics in the kitchen and the bathroom. Ruth said it has been looked at for that purpose. Fred asked about the heating system. Sandy go back to a stalling and thinks we need a priority to immediately get the fire station up to par. Three months ago Ruth had prices for everything to get done. Why it hasn't been done and shut the whole fire station down for a month and hire another town for a month. Get volunteers to take care of this town. John asked this question a few times of how many calls have the fire dept. gone to? Every time we seem we want to do something we get a curve ball. Ruth said we have passed the time of talk, talk and too much with committees.

Ruth has an explanation with to update the fire station and she also has a list of what needs to be done for the floor. Ruth has been talking to Fire Marshal. There was a question about the flooring can't be a wood floor. It needs to be filled with sand, and blue board. Bring a layer of sand to make it level and blue board and concrete. Ruth talked to Andy and Dean and they went and looked around at everything. There was some question on the strength the concrete floor. Mesh and rebar were put in the concrete floor when it was built. Ruth received a letter from Dean Deasy from Connor Contracting to review the building to make the necessary repairs from \$175,000 to \$225,000.00 This is to pour a new slab over the last floor. In keeping with the letter we sent 2018 we don't recommend putting any money into this building. Ruth thinks it is a stalling in order to get a new fire department building.

How do we make that work and a productive building? The process of reducing the meeting room will help get some house cleaning done. The bay will need to have sheet rock the wall. If we do this in stages, it will be the least amount of disruption she believes. Ruth got a list of violations from Mr. McLaughlin. Yesterday she had a load of dirt to the fire department parking lot. Skip didn't have any issue with that. Ruth said there is a pretty good hole from where the erosion was. She was going to donate her time to fix that. She is offering to bring that equipment for free and do the work. She talked to Andy and Dean they made no comments. When Ruth got home, Betty notified her that Dean emailed her and told her that she could not do the fill because of Central VT Floodplain flood hazard regulations area. Ruth will meet with Ned Swanberg, Central VT Floodplain Manger to see what they can do or cannot do. Work has been going forward. Ruth is wondering why Dean Deasy didn't contact her directly.

Mike is wondering what the price. And what can go in what budget. Ruth read off the material and where it would be placed. \$3,415.72 that doesn't not include labor. Aaron Celley was doing repairs of GFI outlets. Ruth thinks we are ready to put a work group together. Fred is wondering if we need a subcommittee. John would hate to have another committee to move forward and ignore what we have. John and Ruth said no subcommittee. Ruth said we need to do one thing really well and that is to fix that building up. Then move on to the new building. John made the motion that we don't have another subcommittee. Ruth 2nd. John said if we decide this moving forward after the repairs are done, have the new building deceased until the repairs are done. Skip is wondering about all the repairs. Fred said fix the repairs that can be done. We realize we need the fire dept., the building, and the volunteers. Ruth said if we had all the effort in the new building should be in the old building. Fred said we are moving in that direction. We need to fix the current building. John said to Skip before that we can move forward with repair of the present firehouse and then concentrate on a new building. Fred said the voters would be served much better if we fix what we can. Ruth would like to work on each violation and cross them off as they are finished. Fred said give us enough time to fix the violations. Ruth would like to get together with Fred, Skip and John to work on the existing building. Having a core group with Skip, Fred, Ruth and any other select board member. The motion was carried to not have 2 subcommittees, but retain the working group committee. Ted, Ruth, Fred and John yes and Mike no. Sandy thinks that Ruth should be named project manager and the fire department focus on going to fire calls.

Skip said the fire department would like to be involved. Ruth said they would work together. Jessica said every year since 2016 they were voted on for the budget for the fire department. Why is it not now? Fred said now it is in the general budget. Skip said that if it is an article voted by the town but if put in the general fund, the budget is voted on overall. Skip thinks that other areas are taking their budget. Fred said they have their own budget. Jessica is wondering if could be an article instead of in the general budget. Jessica is looking in the budget line and there is no line item for violations that have been in existing in many years. Will more violations not be repaired or mentioned. Ruth said we have just assumed that it was going well. We have to be proactive on this. Skip didn't know half of the stuff on this list. Larry thought the new fire house could rent space to the CCA.

Jeff would like to clarify of transparency and Ruth got the letter from Dean yesterday and asked that Dean didn't give the letter to the select board. Why isn't Mike giving it to the selectboard. A committee needs to have an independent committee from the selectboard and objective people from the town's people. Jeff said that Dean didn't share with Ruth on the erosion. Ruth met with Andy and Dean and nothing was mentioned of the flood plain. There is fill that can be replaced in that area to put it back into its previous state. Jeff stated that Dean didn't state that to Ruth but to Betty. Jeff commented that Dean is insubordinate to the selectboard and he thinks that the selectboard should be done with Dean Deasy. The selectboard should take action against Dean. Ruth was not contacted by Dean, but it was good that Betty did contact her. Better communication. Sandy would like to question Mike and at that meeting if that letter was presented not bringing it to the selectboard. Mike was out of state on vacation. John said that the flood plain maps could be changed. Jeff is very concerned about the safety of decontamination from coming back from a fire

- b. Renovations to present FD – Ruth read a letter from a formal request from the ambulance to move the fire department meetings on the fourth Thursday on each month. Skip said the 3rd Thursday is fine to have the meetings.
 - c. Tami would like to make a clarification about a survey issue and has been used in a very misleading way. That only a small amount of people send the survey back. It's not a true representative of the town. Then it is taken at the consensus. Fred said we aren't trying to manipulate people.
8. Errors and Omissions – Betty is speaking on behalf of the listers. We have four errors and omissions to change tax bills. Tim Gochey's acreage decrease, Ryan James and the second kitchen has been deleted. 140 Sandy Beach Road deleted to types of basements since 2005. Total \$23,900. Time Payment personal property failed to report it for information sent out in April, 2019. \$28,570 equals a total of \$52,470. Mike 1st, John 2nd. Motion passed. Ted abstained. Mike asked about the reappraisal. Betty knows they are moving along. Fred talked to Jeanne that most of it is on track.
 9. CCIF – Ted said table for next meeting. Jeff asked what was the question? Betty said it is on the investment policy. Mike said Frank needs to be here. Jeff said other investment banks should be looked at.
 10. Town Auditors – Betty we are minus two auditors. One moved out of town and one resigned. Karen Larsen was elected at the Town Meeting, but resigned. Betty checked with VLCT on the auditors. The town does need to appoint three auditors. We do have an outside auditor CPA that does the audits. The Town needs to replace the auditors at this time. She talked with Lynn Jones and she will definitely stay on. Talked to Jeanne McCallum and Cecelia Gulka and both of them will help with it this year. The auditors have done the Town Report only in previous years. They offered to help Michelle and myself with the town report to get us on board to show it is done. Betty needs approval from the selectboard for interim auditors Jeanne McCallum and Cecelia Gulka. John asked Betty what her opinion is. Betty commented that her and Michelle will do the report and at town meeting have an article to eliminate the office of the Auditors. Karen Larsen also asked about a description. VLCT said that a job description is not required. Ruth made the motion would like to appoint the two until town meeting 2020. John 2nd. Motion passed.
 11. Water/Wastewater
 - a. FEMA Information – Ruth and Betty met with FEMA people due to the April 15th event. Our problem was more on inundation of wastewater system of around \$18,000 and wear and tear on membranes. We may get up to 100% replacement on membranes and hazard mitigation for sealing the manholes and pumping. Betty said they were very favorable.
 - b. Checklist for New Hook-Ups – Ruth said it is in the town clerk's office. A very detailed checklist will be followed. Ruth sent a letter of reprimand to Aaron Fuller regarding the hookup he did with Steve Meyers. Fred is wondering if there should be a fine in the future. There should be a cost for someone who does that. They are thinking a \$500 fine and Ruth said we should research that.
 - c. Other business – do testing from PFAS. A state wide testing and it costs a lot of money around \$3,000. Utility

Partners recommended go with Stone Environmental. Ruth would like to make a motion to go with Stone Environmental. Ted 2nd. Motion passed.

12. Road Commissioner

- a. Plowing sidewalk equipment – John said the bobcat could sweep, plow and clean up in the spring and many other items. It's a very handy piece of equipment. The little mower is not beefed up enough to do the sidewalks. He is talking about three pieces of equipment. The mower is five years old and is looking to be replaced with a zero turn with a bigger mowing deck.
- b. Mowing equipment – John we hired mowing this year and it looks like we haven't even done it. What did get done was done nicely. John would like to know if we should get a piece of equipment to do this. His suggestion is asking what to do for equipment. John has asked about getting a bobcat to do the sweeping and plowing. Fred said John should pursue this and have an article at town meeting. Mike would like John to go get some prices. Ruth would like John to talk to Glenn. Glenn volunteered to talk to John about. The tractor could be used to run the generator on the water pumps. Skip is wondering if a chipper was available. John opinion on the chipper to be its own equipment. Irv wonders who determines which roads will be done. John said that we worked with what the budget he had. John explained how they picked which roads. If the town had their own mower we could do all the roads and twice. John will look into what the class 4 roads policy is on sideroad mowing. Rusty would like to add if they rent the machine and hire the road crew. The class 4 roads it was easier with the old tractor. John talked about when they rented a sweeper and it was junk and if we had our own piece of equipment, it could be used when the road crew had time to do it.
- c. Other business – The paving contract has been done with Pike and waiting for the exact time. It will be in September sometime. The Willey Building parking lot up to the little flower section. The sidewalks John talked to one company and wasn't interested. He will now contact another company. Central Vermont will do some paving on Old Route 2 to do patch work. John and Aldo will go talk to Linda Savoca regarding her water issue. Don is wondering if putting a curb by her place. John will look into it and there is no simple solution.

13. Town Clerk's Office

- a. Orders - done
- b. Other business – Betty has the to do list and would like to have the select board review and see if anything should be added.

14. Other Business

- a. Chuck, Chair of the Planning Commission has been looking at neighboring towns on zoning fees. Marshfield is \$50, Danville \$40 and Peacham is \$40 and ours is still \$17. We would like to make a recommendation to increase it to \$25. Fred is thinking \$40 would be good. Ted is thinking \$50. Ruth made the motion to go to \$40. Mike 2nd. Motion passed. Betty will look to see what the rules are on changing the rate.
- b. Jeff would like to suggest on the To Do list the Class 4 road study. Betty said it is on the list. Jeff would like to ask Skip if the fire department looking for recruitment program to get more volunteers. Ruth said recruitment to go forward is always good. Skip stated that he just lost two 18 year old due to college and the service.

15. Adjourn – A motion was made by Ruth and seconded by Mike to adjourn. Motion carried. We adjourned at 7:53 pm

Respectfully submitted,

Betty Ritter, Cabot Town Clerk/Treasurer