

**SELECTBOARD MEETING
TUESDAY, AUGUST 20, 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: Frank Kampf, Jessica Miller, Jeff Hasslett, Rusty Churchill, Stan Baroski, Marcy Martin, Clair Pike, Jeanne Johnson, Irv Robbins, Sandy Pond, Andy Luce, Chuck Marian

1. Call meeting to order -6:01 pm Fred Ducharme.
2. Approve Agenda - #9 Constable Fees to go to executive session. Mike 1st, Ruth 2nd. Motion passed.
3. Approve Minutes from August 6, 2019 – Ted 1st, Ruth 2nd. Motion passed. Jeff would like his handout on the website. Fred asked the selectboard and they said yes they would like it on the website.
4. Public Comment – Sandy Pond requested the To Do List. Betty printed it off for the selectboard. Fred would like it be a regular meeting list. John had questions on the To Do List. Jessica wants to know about the water testing. Betty told her it will be discussed under 10. Jeff would like to hand out a Research Needed for Cabot Fire Dept. Fred said we will discuss this on #5. Mike would like anything passed out at the meeting be given to the board days before the meeting. Betty told Jeff to give everything to her and she will send to the selectboard.
5. Fire Department Update – Ruth and Fred talked with Skip and Andy. There was a group that showed up at the Fire Department on Thursday. They did painting and cleaning and made some real good progress. They discussed painting the building and John will talk to Heather from Dunham painting to see if she will agree to paint the building. Fred would like to say that both Andy and Skip will focus directly on the current fire department now and that we would find money to do these projects. Fred thinks that we have to work together with the volunteer fire department to keep in mind when we talk about the fire department. Ruth researched \$100,000 loan. \$80,000 for the property and then \$15,000 for the demolition of the house. Ruth motioned to take the \$15,000 funds out of the building fire department fund to take to fix the old building. John 2nd. Jessica said asked about the money. The money is actually \$85,000 and the \$15,000 would be to fix the old fire department. Ruth said we don't know the actual amount of project but this is a start. Ruth wants to thank everyone who helped on last Thursday. Mike said when we do the budget for next year, we will be able to put some money in for the renovations. Motion passed. John said that Aldo talked with the Dan Currier regarding the run off. The road crew will work to fix that. Sandy Pond would like to work on the Fire Department sign and she will do it free of charge and supply the paint. Andy will get that off for her. Irv is wondering who is going to make sure that it doesn't slip back. Ruth and Fred said we do have a plan.

Jeff discussed the Research Need for Cabot Fire Dept. Jeff discussing the form and John said that is what they are doing right now. Jeff thinks we need to do these options now for the Town Meeting in March, 2020. John said we are just starting out to see what the cost is. Ruth said that Jeff is looking in the future. John is not opposed to the new building but would like to work on the old building first and do the violations first. Jeff thinks we should look at the big picture. Fred said what we are doing now is taking off the violations right now and that is what we are going to focus on before we do anything on the large violations. Jeff is wondering how many violation we need to take care of. John said after we are done then we will get the fire marshal in again to see what violations we have left. Ruth would like to take the office and make it to a shower room. John understands about looking in the future but we need to focus on the current fire station. He is trying to do this building under code. We take care what we have to do. If it gets above and beyond, and the Marshal comes back and says it's good. Fred thanked him for his advisement.

Jeff would like to do a study on class 4 road and the fire department. Ruth advised we are looking into this.

Jessica questioned about the old building needs more work from the Fire Marshal. If it's not approved, then what will happen? Ruth said we are working with the Fire Marshal with the best outcome. Jessica is wondering if we would keep the fire station we have now. Fred and Ruth said we are using the old building until the town's people make the decision. Fred said we are not putting a vote on the fire department on town meeting day.

6. Errors and Omissions – Jeanne stated there are two errors and omissions that there is a mobile home that is demolished and the homeowner thought that the listers knew about it. The homeowner found about when they

received their tax bill. Cabot Commons is supposed to receive an 8.75% reduction in education tax. Jeanne called her state advisor last year and wasn't given the correct information. The current tax advisor corrected the info with Jeanne. The municipal tax went up and the school tax went down. John asked should we get a permit for a record tear down. Marcy Martin said she did get a permit to tear down. Jeanne said she doesn't have it on record. John thinks it should be a better paper trail with a completion stamp. Frank thinks permits are only required for building something and not tearing something down. John is thinking it would be a good follow-up. Chuck says there's not a permit for tearing down only for development. Mike moves to approve the errors and omissions. Ruth 2nd, motion passed. Jessica thought Cabot Commons was tax exempt. Jeanne told her no it isn't.

7. CCIF – Betty said there was a discussion on investments. We asked Frank to come and discuss it. Jeff is wondering what the investment policy should be. Frank asked Betty and she told him investment policies. Ruth is wondering how the investments are doing. Frank said it is with Union Bank with Granite Investments. Union Bank manages the accounts. We have tried to re-initiate relationship with them, and we have recently met with them and discuss the goals. We would like to see how they will invest our funds. Union Bank provide samples on how the committee might want their investments. Not to invest in junk bonds and what they would like to invest in. Fred is wondering if we are secured if the stock crashes are we ok. Frank said we are on the conservative side. To look in investments on a long term not on a short term. Jessica the original UDAG now CCIF agreement and the close out agreement from the town and HUD stated that that money is not to be specifically accumulated. Which seems that the money shouldn't be invested and used in projects. The UDAG plan has changed in 2010 and other years. That money was never to be accumulated and put aside. John said it has a 4% spending and Frank confirmed this. Jessica said it was never intended to be in an up and down on the investments. Frank said the 4% is average spending over three quarters. Jeff would like to know if anyone on the select board what the number on the investments. John said he knew. Jeff said John didn't know and then he read the number. Jeff discussed the investment and the market.
8. Planning Commission
 - a. Building Inspections – Chuck stated that the building inspections were talked about with the selectboard and the planning commission will discuss it on the next meeting. Who might be interested inspecting buildings? Chuck is wondering when they should start. Fred asked what buildings and Chuck said town buildings. Mike said there should be a check list for each building. Mike said St. Johnsbury has tons of lists. John said we are starting slowly to work thru them. He has had the grader shed painted and will have the recycling center have the roof looked at. John asked Chuck to come up with a checklist. Fred said come to our second meeting in September. John and Fred would like to be on that committee.
 - b. Zoning Permit Fee Increase – Driveway Permits – Betty said when we did the zoning increase on the last meeting we did not increase the fees for a driveway permit, which is currently \$22 and she believes we should have the same fee as the zoning permit as of \$40 and effective on September 1, 2019. Chuck is there is anything on driveways for culverts. John stated he will look into it. John discussed a culvert that he had Dan Currier from Central Vermont Regional Planning Commission to look at one West Shore Road. John will ask Dan to look into any requirements on driveway culverts. John then discussed the driveway culverts with Chuck. No need to contact Dan. Mike moved to approve the driveway permit to \$40 with a second by Ruth. Motion carried.
9. Constable Fees – executive session
10. Water/Wastewater
 - a. FEMA Information - Ruth has no further info
 - b. Water Testing Update – Ruth has no info when that will happen. It will happen by the end of the year.
 - c. Other business – We had a failure of a propane drying valve and the new valve will cost around \$9,000 and will come under Capital Expense.
11. Road Commissioner
 - a. Plowing sidewalk equipment – still working on equipment and talked to Aldo about it for the new budget.
 - b. Mowing equipment – same as equipment.
 - c. Other business – Pike is going to do the paving in September. The concrete in front of the Willey Building he is having a hard time getting a company to do this. John will contact other companies. The Porter Road project – Joe Foss has signed his easement and now John will contact Gilman and Briggs Environmental to do the wetland permits from the State and US Army Corp.

- d. John is looking into having someone else bring in the loads of sand instead of wear and tear on the town trucks and they will do it faster and more sand. John will try to make that happen.

Replacing culverts and driveways: there is one on Ducharme Road to Stone Farm Road to replace the culvert. He will check with Aldo that exact date so the road can be posted. South Walden Road will be closed for another week due to Town of Walden culverts.

Ruth would like to talk about Saw Mill road on Creamery traffic. That was discussed at CCA meeting last night. Jeff discussed about the meeting last night. That Karen, Jack, Jan, and the Creamery discussed putting a road in on Saw Mill Road. CCA would like to help with economic development. Jeff asked if Fred know about it. He did not. Jeff asked Chuck if Karen brought it to the Planning Commission meeting. Mike has been to a few of the meetings as a taxpayer not as a select board member. He told them that they would have to spend a lot of money on the bridge and the road. And he thought it wouldn't be a good idea. Ruth as a town would like to be included on this discussing. Jeanne said the CCA will be coming to select board meeting. John said his name was brought up on the meeting. He had a discussion with Jan on the road and didn't say he approved it, but would like to hear what the Creamery would have to say. Ruth would like to directly have discussions with the Creamery. More stock piling in Cabot and less wear and tear on the roads. Mike thinks the CCA would like to have development to the town. The CCA will come to the town and the Creamery needs to come directly to the board. Ruth said the entire board needs to be presented the ideas. Jessica says we don't have any idea and she then made comments on the road traffic. Fred said before any discussion we need to get together with the Creamery. This is just the start of it. He doesn't want hearsay of what they are doing. Fred's plan is to have a discussion with the Creamery.

Sandy is wondering how long this has been discussed and if Mike was the selectboard chair and it wasn't brought to the select board. Mike was never asked to be on the CCA or economic development. He was only involved in a couple of discussions. We don't know any of the expansions. Sandy has heard thru the grapevine that there was an easement on the new fire department. Fred and Mike said the select board knew about it and it was done in executive session. All legal matters are in executive session. The easement was to clean the ditch. Jeff made one more point about Jan the question that he had been working on the road and has issues with more transparency. John said the new board is working on transparency. We would listen to any suggestions and we will be transparent from now on.

12. Town Clerk's Office

- a. Orders - Done
- b. Sale of Property on Route 2 and Old Route 2 – The Routes 2 property was given to us and she would like to wonder if they would like to make a suggestion as to the sale price. The size of the lot is 3 to 4 acres. We are going to hold on this as Chuck Marian stated that we could possibly exchange this with some other property that may be a wetland, if this property is not on the wetland list. We also have a property of .20 acres on Old Route Two. We should be the sale price at \$800 to cover the expenses.
- c. Lease for ballfield – Betty sent everyone a new lease agreement with Tim and Jen Gochey as the new owners. John would like to make a suggestion on representing the town. He would like to see a sign saying Town of Cabot Ballfield and leased from Tim and Jennifer Gochey. Fred said if we leased a building we would put a sign with our name on it. John would like to have amendment for a new sign. Betty would contact them.
- d. Other business –
 1. Betty sent an email regarding Sullivan Powers auditor changing from Accrual Accounting system to the Cash Basis Accounting System. Mike 1st, Ted 2nd, motion passed. Sullivan and Powers will be back on Thursday to complete the audit on a cash basis.
 2. We also have a contract with Faith and Action that has already been approved in previous meeting and needs to be signed.
 3. Betty did a bid for the paving of \$130,000, Union Bank 2.21% fixed rate, Community Bank was 2.90%, and Passumpsic Bank at 3.14%. Mike moved to approve Union Bank and Ruth 2nd, motion passed.
 4. Dog Complaint - Betty has a response to Mr. Menard's complaint about the barking dog. Betty read the letter. Ruth can speak a little bit of the barking dogs. She can hear Brian Blaisdell pack of poodles and then Carlton Blaisdell's coon dogs get going. She hasn't heard too much of Lucy's barking. We do have a very large bear in the area. Mike asked if they are asking us to dismiss this. Betty said they did register their dog. Mike asked if there has been other times. This is the first complaint we have received. He would like the letter sent to Mr. Menard and ask him if he wants a hearing. Jessica is wondering what prevents a selectboard to go to the barking dog. Betty got a call last year and heard the dogs were out of

control. She did go and check and nothing was going on. Fred said we are not the dog catchers. We only deal with the complaints. Chuck said bears don't like ammonia.

5. VLCT will be having a meeting and the Town needs to send a delegate from the town. She said she will go if the one of the selectboard would like to go. Betty will go. Ruth moved that Betty be the delegate and Mike 2nd, motion passed.

13. Other Business –

- a. Ruth when we have trainings the town has to pay for the fee and they don't go they should reimburse the town. We will have to have a policy on that. Betty will look into that.
- b. Jessica asked about when we were from accrual to move to cash basis. Betty explained that the old accounting firm asked to accrual from cash. The accountant's strong suggestion will be to go back to cash basis accounting.
- c. Jeff would like to know the statistics from the fire department. Fred asked Andy if he would get it.
- d. John voted to have 2466 Main Street for a storage building. Andy has a set of keys and that they should all be stored in the town clerk's office. Ruth would like to have the French doors secured. Betty asked Andy to have something on the windows.
- e. Ruth said there is a transient by the Lower Cabot Store. Mike has chased him off.
- f. Irv would volunteer to figure out this class 4 with the fire department and would like a little help. Chuck the lower cabot store had an old gas pump and it is now gone.
- g. Jessica asked if it the 2466 Main Street is insured. Mike and Betty said yes it is. Ruth said the basement needs a little work with a post.

14. Executive Session – Mike 1st, Ruth 2nd. 7:54 pm

15. The Selectboard agreed to pay the Constable \$15.00/hour for every time he needs to go out. A motion was made by Fred and seconded by Ruth for this payment.

16. Adjourn - A motion was made by Mike and seconded by Fred to adjourn. Motion carried. We adjourned at 8:16 p.m.

Respectfully submitted,

Betty Ritter, Cabot Town Clerk/Treasurer