

**SELECTBOARD MEETING MINUTES
TUESDAY, DECEMBER 3, 2019 at 6:00 PM
MEETING ROOM – WILLEY BUILDING**

Those present: Selectboard: Fred Ducharme, Ruth Goodrich, Mike Hogan, John Cookson, Matthew Nally
Town: Betty Ritter, Michelle Leclerc
Other: Stan Barosky, Marcy Martin, Steve Hogan, Tami Marian, Sandy Pond, Jeff Haslett, Bill Wheeler

1. Call meeting to order 6:00 pm Fred Ducharme
2. Approve Agenda – Ruth 1st, Mike 2nd. motion passed
3. Approve Minutes from
 - a. November 19, 2019 Budget Meeting – Ruth 1st, Mike 2nd. motion passed
 - b. November 19, 2019 (Selectboard Meeting) –Ruth 1st, Mike 2nd. motion passed
4. Public Comment – There was no public comment.
5. Discussion on Appointment of Selectboard Member – Fred would like to appoint an interim person to fill in for Ted Domey until Town Meeting. Ruth nominated Matthew Nally, Mike 2nd. Motion passed. Betty sworn him in he attended the rest of the meeting.
6. Cabot Arts 12th Night Celebration – Road Closure – John had a conversation with Johanna today and wants to close the three spots in front of the 3075 Main Street property. John thinks they can work with that for one night. That will be on Saturday, December 14th. Betty said that Dana Robinson is taking people from the Common to the Willey Building which will be on Saturday, January 4 and wants to have a short parade and have the road closed. Betty thinks it will be 10 or 15 minutes. Betty will get the details with more information. Fred said the parking spaces will be for the December 14.
7. Lower Cabot Store – Ruth has done some research and homework. The taxes and wastewater has not been paid. Sue Carpenter the delinquent tax collector called the owner and she didn't pay them because she thinks that property is going to be paid off by FEMA. No one from FEMA is contacting the Town of Cabot. Patricia Cummings has been trying to contact Karen and hasn't gotten a hold of her because she is no longer here. Patricia didn't try to reach anyone else from the town. The State has told Patricia that they are waiting for the matching funds from the town to complete the transaction. Patricia is thinking this is ready to go. Ruth asked Mike if he knew anything about it. He thinks this is from the Saw Mill Dam issue and that FEMA was going to work with Patricia. Ruth read that the town would purchase the property. Mike asked how much is she behind? She is behind this year's taxes and two or three wastewater quarters. John and Fred want to see what paperwork she has. John said if there is an application with the state, it would take three board members to vote on that. Mike said when there were issues one time they were on bottled water in that area. John is wondering if the tanks have been removed. Ruth thinks the fuel tank was taken out but not the propane tank that is in the basement. Fred discussed the problem with the leak of the tanks and doesn't know if that building was torn down if you could rebuild there. Ruth thinks Patricia may have an application and it names the Town of Cabot a sub applicant. It is signed by Karen in 2017. Fred is thinking that legal counsel should look it at. Ruth said there is a lack of paperwork on this project and no writings of any kind. Matt is wondering if there is an expiration date. John would like to have the information from Patricia before going to the lawyer. Fred would like to have it sent right away.

Ruth contacted Lauren Oats from Karen's computer. She sent her an email on this property and the current status. No response for two weeks. She has sent another email on the status. The response was that Lauren was leaving her job as of last week and gave information of who to contact. She also knew that Karen was not working with the Town of Cabot. Ruth went through the email regarding the Saw Mill Project and that the Lower Cabot Store will not go through and hopes the Town would still be interested in the buyout. Ruth will contact the new guy. There is a lack of paperwork. Fred said it's odd how no one has contacted the Town of Cabot. Ruth said part of the buyout was to get rid of her renters and she has done that. Fred asked if the rest of the selectboard would agree to have the legal counsel look into this. Fred doesn't think the Town would want to spend \$60,000 to purchase that property. John agreed. Ruth agrees and that Patricia Cummings is willing to send us the paperwork. Fred legal counsel review and if it won't go anywhere then we stop the discussion. Sandy Pond is wondering about minutes. Ruth would like to go through all the minutes to make sure. Sandy said there should be records and people's names. Fred would like to talk with legal before going forward.

- 8.
9. Emergency Management – Jeff Haslett brought some material and handed it out to the selectboard. Fred would like to have it reviewed by the selectboard before it is put on the website. Jeff discussed his hand out. The school is the principal, Glenda Cresto, Brock Miller Director of Food Services, Brandon Lawrence, Director of Operations. The EOC staff is Jeff Haslett, Jen Miner and Kurt Steinert. Ruth said to contact Red Cross as they will supply these. Jeff thought we should have some cots and blankets in our shelter. The gym will be the initial starting point. The Emergency Management Coordinator and the state calls the Emergency Management Director. Jeff says both of them get confused. Jeff thinks it should be an Emergency Management Director. Mike would like to know if he would require a budget. He is thinking around \$1,500 or 2,000. We need to know if we should budget the money. Jeff will come in to the budget meeting on Monday, December 9 and come in with a number. Betty said next Monday approximately 6:45. Ruth asked if Sandy was on that committee and he advised that she is no longer on it. Ruth would like to have Jeff notify the selectboard of any changes to staff.
10. To Do List – Betty reviewed the list. Sandy has asked if we have received numbers from the fire department. Fred said we will have a face to face with the fire dept. Ruth knows of some items that are being done. Ruth says there is another ways to obtain the information to justify the need for a new fire station. We are not asking for names just basic numbers. Sandy thinks they have no right to keep that information from the Town. Jeff said that we are ranked 9 out of 10 as the worst.
11. Personnel Policy Amendments – defer to another meeting.
12. Water/Wastewater – Ruth only has that they are going to get gutters on the wastewater building. She met with FEMA of the plant because of the damage of the membranes. The paperwork is being submitted and hoping to be reimbursed for the pumping and the membranes and what mitigation to solve this from happening in the future. The manholes have been fixed two and hoping to get more money to fix more. Fred is wondering what FEMA might give us. It may be around \$50,000.
13. Road Commissioner –
 - a. John update on Rusty's truck. It is all fixed and it has been out three storms and no belt issues. Sid found that a recall was on the truck and it was never done. That has been done and it seems it is working. John called Clark's yesterday and put the truck on hold. In the future, we might have to put it in the budget for next year. Mike thinks we should evaluate each year on the trucks. John thinks since it has been fixed we could wait.
 - b. The spare does need a new body on it.
 - c. The new skid steer delivered last week. Has used it twice this week and it works very well. Ruth asked if it has chains on it. John said no it doesn't. John thinks it will be fine without the chains.
 - d. Fred asked about the road side mower and he will get to more quotes. The tractor will be used all year round instead of renting a roadside mower two times of the year. Fred thinks if we get a price and put that on a line to be voted. We spend \$20,000 and get a so-so job. If we purchase a roadside mower for \$17,000/year and get more use out of it. John is going to put a package deal together and lease this roadside mower.
 - e. He is working with Michelle and Betty on all of these numbers to see if we approach CCIF with a better interest rate. He would like to put all of this in one big package and go with the big number. A grant for some and a small interest loan. That would save the town interest money and have one loan payment a year. Mike asked when that would be done by Monday at budget night. Michelle responded that she has it almost done and will be done by Monday nights budget meeting. Fred said we are headed in the right direction.
 - f. Matt asked how many man hours we will spend in doing the job ourselves. John said he is thinking about putting on a fourth man on and need another man who only puts up to 30 hours in. Ruth commented on when she use to do the work for towns. Having our own equipment we could do it more passes as needed and a better job. Fred thinks that we have leased one and they were able to run them but only had it for a few weeks.
 - g. John would like to have a tighter schedule on doing different equipment. John has been looking on the overtime and it is what it is because of the weather. Fred said to John to get a schedule on seeing if we would need a fourth man. John thinks the road commissioner should be more in charge of the scheduling. Fred said you want to work as a group better. John is working on that.
 - h. Jeff is on the CCIF and would rather see them help the town.
 - i. Sandy was wondering if there is an update on the Class 4 roads. John thinks so. They have done lots of upgrades and work on the roads. There will be more work to do done again next year. John reviewed some of

the Class 4 Roads. Sandy asked about roads being changed. John and Michelle are working on that. Marcy said keep up the good work. That John is doing a good job.

14. Town Clerk's Office

- a. Orders – Done
- b. Other business – A DRB meeting will be held on Thursday, December 6 at 6 pm with Leonard Spencer appealing the Notice of Violation having someone living in the restaurant portion of the building which is not zoned for residential purposes. Betty has contacted Val Covell the Health Officer to inspect the place and the violations. The camper is behind the building. One tenant has moved out. The Leonard has the opportunity to appeal it to the Superior Court after this hearing. Fred said it takes time. Betty had a phone call yesterday from the tenant in the restaurant and she put the town in a civil suit. John said they moved the vehicles off the road and now they are parking on the front lawn. Betty said she got a call from her regarding that also. It probably will be January before the building will be vacated. Is there a safety issue with people parking on the grass going over the curb, etc. Ruth was wondering? Fred believes the snowbanks might solve this situation.
- c. Winooski Natural Resources Conservation District would like to come next selectboard meeting regarding Emerald Ash Borer.

15. Other Business –

- a. John is looking into banners to put in town on a seasonal basis. Mike is wondering about the banners. They are seasonal banners. Sandy said it should be a community project and the school could make them.
- b. Fred has a question for Bill to put lights around the poles. Bill said he will be able to do it.
- c. Bill has a question about the center town road still passable. John said it is a trail. He does know that someone was camped out.

16. Adjourn – A motion was made by Mike and seconded by Matt. Motion passed and we adjourned at 7:24 p.m.

Respectfully submitted,

Betty Ritter, Cabot Town Clerk/Treasurer