

**SELECTBOARD MEETING AGENDA**  
**TUESDAY, FEBRUARY 18, 2020 at 6:00 PM**  
**MEETING ROOM – WILLEY BUILDING**

Those present: Selectboard: Fred Ducharme, Ruth Goodrich, Mike Hogan, John Cookson and Matthew Nally

Town: Michelle Leclerc

Other: Marcy Martin, Jen Miner, Gary Gulka, Dawn Andrews, Frank Kampf, Bill Wheeler, Chris Duff, Steve Cox, Sandy Pond, Roland Payne, Jr., Jeff Haslett

1. Call meeting to order – 6:00 pm Fred Ducharme
2. Approve Agenda – Ruth 1<sup>st</sup>, Mike 2<sup>nd</sup>, motion passed
3. Approve Minutes from January 21, 2020 Selectboard Meeting Ruth 1<sup>st</sup>, Matt 2<sup>nd</sup>. Motion Passed and February 4, 2020 Meeting Ruth 1<sup>st</sup>, Mike 2<sup>nd</sup>. Motion Passed
4. Public Comment – Frank Kampf says we need to have a discussion on the grant on the Conservation Grant. The approved application sent in November and the Town Articles. John said the application didn't get signed, it wasn't approved by the Planning Commission, and then not presented to the Selectboard for the amount for the article. Frank says the CCIF only acts under the CCIF plan not the Selectboard. Frank wrote a letter to the Selectboard on December 12, 2019 requesting the grant article. The committee didn't get to the deadline by January 17, 2020 when the article was supposed to be in to the Town Clerk's Office. The Selectboard has a policy for the grants go through the Planning Commission. Mike said to put it on the next time we vote in August for the primary. Ruth asked the vice chair to the planning commission. Jen said that they asked Dawn to get more info from Gary. There was no more info. Dawn said the February meeting was canceled. The Conservation Committee still needing somethings to submit. They went to the Planning commission as a curtesy. Jen said the change was made in the summer time to have the grants go to the Planning Commission first. Frank said the CCIF is a plan and he doesn't think the Selectboard could trump the CCIF plan. Ruth ask if the CCIF is exempted from the grant policy. Frank said elected officials cannot be told what to do by the Selectboard. Ruth asked if anyone who applies for a grant that the CCIF has the authority to trump the Selectboard or the Town Ordinances. Fred said once the process is made the Selectboard is not involved in the process. It can go towards the next vote. Which is August 11, 2020. Steve says it seems like a power struggle. John explained its town money and when dealing with thousands of dollars in needs to go thru proper procedures. Ruth said the grant process came so we all are on the same page. Gary came in the Planning Commission with a nice proposal and they had concerns for land owner rights and restrictions. Gary has some comments on the grant policy and they will have no problem with the process. It was passed in August. He didn't know that grant policy until he read it in the Chronicle. The Conservation Committee went to the Planning Commission as a curtesy. Gary says the Highway is exempt and it should be clear in the grant policy. He doesn't think that there will not be enough money in the grant fund for next year. They have nine months to finish the project by the CCIF plan. Land owners have to grant permission to have someone go on their land. Gary also has a letter with some of their comments. Gary said that any town committees should be told about the new grant policy. Sandy is saying it's in the minutes and go to the meetings. Gary says this is more a procedural way to do it. Jen thinks a letter should be sent out to the committees to notify them of the Grant Policy. Frank is on the Chronicle advisory board and work out on a summary of the decisions made with the Selectboard. Chris Duff says there is multiple questions. But the question is how we can make this happen. John asked if they want \$7,000. Chris said they don't have the money for this project. Fred said they will work on it. Frank is resigning from the CCIF as of tonight. Greg Burt is the vice chair and can do the signing. Adam Overby is willing to take on the Chair. The Selectboard will meet with Adam at

the next meeting.

5. To Do List – same as last time.
6. Roland Payne 3468 Route 215 North – Tree – Roland there is a hazard tree on Paul Yamamoto tree is dying. John said received a letter from him. The tree is on the other side of the right away. John said it would be Green Mountain Power. John sent him a letter saying it is there responsibility. This tree is not encroaching on the road. John said the right a ways are not to take down trees. John thinks we are not responsible for paying for it. John told Roland that the highway crew could bring the loader to take the tree away but not pay for it. Roland is explained the trees that need to be taken down. John and Roland will meet to look at trees. Roland is wondering on the grant for the ash board tree what we are going to do. John asked if any trees are affected and Roland says none have been reported.
7. Sale of Property (.20 acres) to Chris and Chelsey Schrum – Not coming in.
8. Rental Insurance for Willey Building – Michelle presented what Betty found out with VLCT on insurance. Showed the different applications. The Selectboard will review them. A meeting with the Library in the near future regarding charges for activities that they are sponsoring and insurance. Look into buying insurance thru the town on people who do not have a homeowners insurance. John would like to know about the fee. Mike would like to know all of the list of rentals last year. Fred would like to have some input from the library.
9. Corona Virus Update – Jeff did a write up on the virus. He would like to put it in the Chronicle and the website. He thinks it is far more serious than the media is saying it is. Daniel from the ambulance squad will be the lead on this issue. They will do one step on the time to be a little ahead of it. Jeff reviewed his write up. Ruth would like to put this notice to the public. The ambulance supplies with go for the first responders first. Jen says it's also important for the town to know that they are operating on a budget from last year. They will not be stock piling. Ruth would encourage people to keep their own supplies. Ruth and Jeff discussed on using the face masks.
10. Emergency Website Content – Jeff has handed it out. Mike 1<sup>st</sup>, Matt 2<sup>nd</sup>. Motion passed. Will be put on the website tomorrow.
11. Lower Cabot Store – Ruth tried getting a hold of Patricia Cummings today. Fred asked if she has sent any paper work. Ruth said she has not sent anything. She has contacted FEMA and the gentleman Ruth talked to did research. He did not feel that with the information that he reviewed that there was enough funding to be allotted for that project. John is asking why we are getting into it anyways. Ruth said that Patricia contacted her because she didn't get a hold of Karen. Michelle said she never contacted the Town Clerk's office. Ruth said Patricia is waiting for the Town to do the funds. Ruth said an archeology research would need to be done. Matt asked is anything was signed and if there is a legal contract. John said there is nothing that has been signed. Fred asked if we are obligated to buying the Lower Cabot Store. Jen said Karen told Patricia to get rid of her tenants. Jen said there is flood damage and there hasn't been any. She doesn't want the town to be responsible for the damage or the contamination in the land. Fred is asking if we have anything legal that says we have to buy this property. Ruth talked with Mr. Roes from FEMA and we do not. John said why as we as a board send her a letter that we have no interest in this property and please contact your lawyer. Matt would like to make sure we have all the information from FEMA and paper trail from the homeowner. Fred agrees with John that we have no interest in perusing and buying this property. Ruth thinks there is toxic property. Fred is with John send her a letter because we are not interested in buying that property and if there is anything legal binding she needs to show proof. Matt agrees nothing with legal contract, then we don't want the property. John 1<sup>st</sup>, Matt 2<sup>nd</sup>.

Motion passed.

12. Water/Wastewater

- a. Other Business – Ruth over the weekend Jim Brimblecomb had a pump fail over at Elm Street. Ruth got a call from Marcy Martin regarding an alarm going off. They have a pumping station that grinds it up and blows it up to the main line. There are some others around time. The Cabot Village store has replaced it when it failed. Fred said from house to the line it is the properties responsibility. Ruth went down to Martin's and they had it pumped and the pump failed. Ruth wants to know who pays for the repair. Marcy said that there was nothing in writing. Ruth we looked it up it says under section 5.3 under the wastewater ordinance. Ruth says there is damage to their property. It's on the public work section on the website. Ruth red from the ordinance. Matt is saying what he is hearing from this that the property owner is responsible. Ruth is saying it is required in the Town to hook on to the system. Ruth found out it would be \$1,000. Matt feels that the Town going forward needs to look for it. Jen says we are taking a precedence. We need to read the ordinance thoroughly to see who is responsible for that. Utility Partners will not go from the curb to peoples home. Fred says in the meantime we need to fix that and we will figure out who will be responsible for paying for it. Fred told Ruth to get it fixed. John should the box be located in a different location and the manhole is under the deck should it be moved. Ruth said it is right where it should be.
- b. Fred is wondering they have come up with anything on warming the membranes. She will contact VT Solar. The warmer water will extend the life expectancy.

13. Road Commissioner

- a. Other Business – John has outreached to Pikes on the peeling of the skim they did last fall. It should have been done last year. Next time might have to be regrind.

14. Town Clerk's Office

- a. Orders - done
- b. Other business – done

15. Other Business – February 27<sup>th</sup> informational meeting. Review the articles. Ruth did research on the Cabot Firearms Assoc. that they don't want to reveal assets in their account. They are a 501c3 as on August, 2019. They have zero assets. Matt is wondering if they don't have to tell the town how much money they have. Ruth says they are very quiet on how much they have in their account. They say they use that for training. Jen says training is free. Mike is wondering if the amount in the Town report is what is in their checking account. Michelle told him that it was a report that John Christman provided. Ruth said that Daniel from the Ambulance has been wondering about the money and is getting info from the bank. Matt thinks that it is ridiculous to only have one person on any account. Marcy is now on the accounts for the ambulance. John said any treasurers should be bonded by any insurance. The Fire Dept. is under the Town and the Ambulance is their own entity and gets an appropriation. Fred asked when the ambulance election is. Jen said next week and they are going to take care of it. Fred said if the Fire Dept. doesn't disclose the money in that checking account. We need to see what legality we have to get information. Jeff said that an entity of the Town shouldn't have a slush fund. Matt says the information should be given freely. Fred needs clarification on what the Selectboard can ask. Ruth says if you have a checking account you get a statement. Marcy says she gets the ambulance mail and some of the fire department's mail. John Christman pays the telephone bill and asked the ambulance to pay the half. Jen contacted the Secretary of State wants to know how the fire department was established and what the relationship is what the Selectboard has over the Fire Department. What is the proper way to do it, not just that's how it's been done? Ruth would like to have a letter to follow up with the Fire Chief. John said the Selectboard on a whole has discussed this. Matt says this is a personnel issue and is should be in

executive session. Jeff would like to get something on the record. With the Corona virus the lead is Daniel and Jeff will help out. The last CCIF meeting that we will do something three months out on the investment fund to have a working session with the CCIF and the Selectboard to protect that money. Should that money be invested in the town or in another way? Protect it in a way to get some interest for the town. Seriously look at the options. Ruth agrees with that 100% and repeatedly falls on deaf ears. Put concepts on worksheets and review what to do. Ruth would like to extend an invitation to have the CCIF work with the Selectboard.

16. Adjourn – 8:14 p.m. Mike 1<sup>st</sup>, Ruth 2<sup>nd</sup>. Motion passed.

Respectfully Submitted,  
Michelle Leclerc  
Asst Clerk/Treasurer