

SELECTBOARD MEETING MINUTES MONDAY, MARCH 16, 2020 at 6:00 PM MEETING ROOM – WILLEY BUILDING

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

Town: Betty Ritter, Michelle Leclerc

Other: Marcy Martin, Jenn Miner, Charles Miner, Bill Wheeler, Larry Gochey, Paul Stecker, Gary Gulka, James Wojcik

1. Call meeting to order 6:03 p.m. by Fred Ducharme
2. Approve Agenda – Mike 1st, Matt 2nd. Betty advised that we needed to go into executive session for legal matter. Motion passed.
3. Approve Minutes from Minutes form 3-5 Selectboard Meeting – Ruth 1st, Mike 2nd. Motion passed.
4. Public Comment – James Wojcik would like to open an EV Station at the Willey Building. John said conduits were put in the ground before they black topped the Willey Building. Fred agreed. John said if you have any grant information please bring it in to the Town Clerk's office or the Willey Building Committee. James has received the paperwork for it but couldn't print it off. It shouldn't cost the Town anything before or after the project is done. The state will supply the sign and GMP will supply the meter or we can get a refurbished one from Florida. Fred said bring the proposal to the Willey Building Committee. Betty said the grant has to go to the Planning Commission. Matt asked if Marshfield breaks even and James says they do. He would also like two plugs. Larry was checking in on one and to sell it and put it by the ballfield. Marty's from Danville is a pay per charge. The Plainfield one has no regulations with the company. He would like that one. Fred asked when he will be able to get the information. James has a spreadsheet that he will bring in.
5. Conservation Committee – RFP for Town Meeting Grant – Gary Gulka the Conservation Committee drafted a grant to follow the purchasing policy for a RFP paperwork. Gary discussed his Request for Proposals Consulting Services. December 1, 2020 is the deadline to expel funds. Mike 1st, Matt 2nd to put out for a RFP paperwork. Motion passed.
6. Pending Highway Projects
 - a. Porter Road – John said 11 companies interested. There is a pre-bid meeting that will be coming up.
 - b. Old Route 2 Culverts – 15 Culverts to be taken care of and cover some extra paving
 - c. Paving – John talked to Norm at Pike's about grinding the areas that are bad. They will give a couple of loads to shim for free. Then they will put the top coat on certain areas on Route 215 South. That should be done in June, 2020. Fred asked about Danville Hill Road. John said in the next budget it will be done up to Erma Perry's. There's two man holes on that road. There will be a berm so the water divert into those two culverts. Larry asked if Pike's can do it. John will talk to Pike's after he talks to Central VT Construction.
 - d. Fuel Meter/Cameras – Fred and Mike were up to the Highway Garage with a security company to discuss a meter on the tank and would have a card for the fire dept., ambulance, school bus, and the highway crew. Larry is wondering if they would have a credit card. Fred is saying that is just what they are doing. Ruth wanted to know about cameras. Fred said we talked to someone today that we can have as many cameras as we need. Matt asked who would monitor these – the company or us. Mike said it could be monitored by the Selectboard. The Selectboard will look into further on cameras and the fuel meter.
7. To Do List – Betty reviewed
8. Corona Virus Update – Jenn as this afternoon the 50 gatherings has changed to 10 people on a gathering. Governor Scott has changed his 250 as of right now. Jenn has been very busy with a lot of community outreach with people volunteers for with the elderly, deliveries, and other items. Lots of emails and phone calls. We are being proactive with the CDC and keep the calm with information and not overloading people. She also wanted to let people know that rumors on trucking industry that it will not be stopped. The next update on social media that if there is any needs for food or daycare they should call 211. Jenn is asking people to streamline efforts to contact Betty or Jenn. Jenn needs to know what frequency and info they would like to have the information. The SB advised her to keep them in the loop as she feels necessary

She also discussed the need to do our local emergency plan to be approved by May 1st. The plan implemented from

last year needs to be reviewed. Jenn would like a much simpler model and rotate staffing so you are not expecting people to do 18 or 24 hours long. She will email the current version with the Fire Chief and the Constable and work with Betty. She would like to get an approval from the Selectboard. Mike is asking what date would she like to have for this. Jenn would like to do it the first meeting in April. Mike said our first meeting is April 7th. Mike thinks the updates on front porch forum are great.

9. Water/Wastewater

- a. Martin Wastewater Repair bill/Wastewater Policy – Mike recommends to look at the ordinances and amend the ordinance. Ruth is wondering if we should ask the Martin's to pay on a portion on a quarterly basis. Mike says how should we want go forward with this. John would like to ask Marcy. Marcy can't afford it and the insurance company will not cover. Marcy said she would pay half and would like the ordinance reviewed. Matt thinks that is fair and the town is at fault for not having it clear. A motion was made by Mike that we have the Martin's pay for half of the grinder over a period being added to their quarterly wastewater invoice with a second by Matt and Ruth will recuse herself. Motion passed.
- b. Other Business – Ruth has one application that might want to go on the wastewater system but first needs ANR approval.

10. Town Clerk's Office

- a. Orders – done.
- b. Liquor License – Cabot General Store – Betty has liquor and tobacco. Fred gave it to Mike to review. Betty said no violations. Mike moves to approve the 2nd class liquor license and tobacco license. Fred 2nd. Motion passed.
- c. Other business – Betty needs approval on her being a Town Clerk. All signed.
- d. Betty received information regarding reappointed for Town Forrest Fire Warden and Deputy. Andy Luce is Warden and Skip is Deputy. That will be on April 7.
- e. The governor said all bars and restaurants will be closed tomorrow at 2 p.m. Ruth thinks more anxious people with nothing to do. Betty will forward the phone to her house. John is wondering if the Town Clerk's office will close. Betty is saying no. Fred is wondering if we could get by with one person. Betty said it is fine the way it is. Ruth said the place still needs to function. Jenn would like to have Ruth the Selectboard a liaison to the Emergency Management. Mike 1st, John 2nd. Motion passed.

11. Other Business – There was no other business.

12. Executive Session – Mike 1st, Ruth 2nd. Motion passed. 6:51 p.m. Out of executive session 7:29 p.m. with no action taken.

13. Adjourn – A motion was made by Mike and seconded by Matt. We adjourned at 7:29 p.m.

14. We did need to go back into session at 7:30 p.m. John would like to continue to work on the projects that were discussed at no charge. Ruth motioned to have John continue to oversee the existing projects on the current budget year. Mike seconded. Motion passed.

15. A motion was made by Ruth and seconded by Mike to adjourn. We adjourned at 7:34 p.m.

Respectfully submitted,

Betty Ritter, Cabot Clerk/Treasurer