

TOWN OF CABOT SELECTBOARD AGENDA
APRIL 14, 2020
REMOTE CALL IN

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

Town: Betty Ritter, Michelle Leclerc

Other: Sandy Pond, Jen Miner, Adam Overbay, Norm Patenaude from Pike's, Andy Gilbert, Clare, David Barnett, Ellen Cairns, Gary Gulka, Steve Cox

This was our first meeting by Remote during the Covid-19 quarantine.

1. The meeting was called to order by Fred Ducharme at 6:01 p.m. Fred mentioned that because this is being done by phone that we need to take every vote by roll call.
2. Approve Agenda – A motion was made by Mike and seconded by Matt. Fred then asked if there were any additions or deletions to the agenda. There was none. Motion passed.
3. Review and approve previous meeting minutes from 3-16-2020 – Mike 1st, Matt 2nd motion passed
4. Public comment – Norm Patenaude from Pike Industries no expense to the town put another coat on where it has peeled off and then the final coat. Mike wondering when the work will be done. Norm would do both at the same time. This is up to Governor Scott when the executive band is lifted. We would want to do this early mid-May or first of June. He looked at the parking lot and it looks great. You have to remember it was built from the ground up. It will last longer. Matt is there any damage down below the skim coat from last year. Norm there will have some cracking because that's what mother nature does. If they see an area next year called a crack healing process.
5. To Do List -nothing has changed. We did not review this.
6. Local Emergency Plan Update – Jen discussed the plan explaining that it has been simplified. They did not extend the deadline on this and must be sent in by May 1. A motion was made by Mike and seconded by Matt. Motion passed.
7. Conservation Committee - Town Meeting Grant & Contract for Personal Service – Gary discussed the draft of the grant contract and the process. A motion was made by Mike, seconded by Matt. Motion passed.
8. Trails Committee - Municipal Planning Grant Extension Request – Andy we need to request an extension. Betty will need to make a formal request. She will put a call into Claire at CVRPC. Matt and Ruth have no concern.
9. Trails Committee - CVRPC Contract Extension – Betty and Clare need to work this out together.
10. Trails Committee – Posting of Legal Trail off Route 2 – Legal Trail 6 have put barriers across and has posted it privately. Right across from Kempton's property right past the bridge. Fred asked Ruth and they have no idea. Andy said it's not the snowmobile trail. Ruth thinks it may be Roy Folsom's. Andy will talk to him.
11. Corona Virus Update – Jen she discussed the virus from 11 a.m. phone conference today. The extension for closing of businesses and social distancing is until May 15 and maybe changes prior to that date. She will put info on Front Porch Forum for a website for donations and volunteers. If any questions or concerns, contact Jen.
12. CCIF – Update on Investments/Loan to Town – Adam Overbay stated that we have lost 2% on our funds, which is okay given the market.
13. Ruth mentioned that we need to appoint a new Chair for the CCIF. Mike motioned that we appoint Adam as a temporary chair with a second by Ruth. We then asked if Adam would consider this appointment. He agreed. Motion carried.
14. Appoint Fire Warden and Assistant Fire Warden – A motion was made by Mike and seconded by Ruth to appoint Andy Luce as Fire Ward and Skip (Walter) Bothfeld as Assistant Fire Warden until July, 2025. This was seconded by Ruth. Motion carried.
15. Road Commissioner – would like to move this to Executive Session.
16. Highway Budget -

- a. Gas Pumps/Cards – We had a quote from Selectric for approximately \$5,200. A motion was made by Mike and seconded by Ruth that we contact them to have this installed. Motion carried.
- b. Highway budget – we do need to bring this budget under control where we can. Mike suggested that we put a moratorium on any overtime and to get permission from the Selectboard for anymore expenditures. Also under the Governor’s Executive Order that the highway crew should be doing repairs only as necessary. Matt suggested that we keep them on the payroll but no overtime and the only do emergency repairs to keep the roads in good shape. Steve Cox was concerned about the roads and could cause a hardship for the milk trucks. Fred and Matt will discuss all of this with the road foreman.

17. Water/Wastewater

- a. FEMA Update – Betty has been talking with FEMA for a final sign off and then we will be able to start mitigation on the membranes and manhole damage. We may not get anything for the manholes, but it is worth a try.
- b. Other business – Elm Street pumping station had some more difficulties and had to be fixed.

18. Town Clerk’s Office

- a. Orders – Betty asked that the Selectboard come in and sign the orders either Wednesday or Thursday.
- b. Update on Dog issues – 2 complaints – Beth Herrick and Lisa Howard – Beth Herrick’s two dogs have been running around. Beth called after the it happened and apologized. Lisa had to take her dog to the vet’s for the dog bite. Betty doesn’t know what else to do with Beth and her dogs. Ruth wanted clarification on the issue. Both dogs were over at the Commons and attacked Lisa Guy’s dog. Ruth said she needs to keep her dogs restrained. Mike said the dog has to be leashed at all times. Mike thinks any fine she be deferred and give her a little more time. She can’t let her dog run loose. If she continues to let that dog lose her dogs will be impounded. Ruth is ok with no fine but not letting her dog run loose. In the letter Betty told Beth her dogs will be impounded. Beth called and said they are now restrained.
- c. Betty sent a letter to her neighbors regarding their dogs. That even living in the country you need to have you dogs leashed. Will has been up there to discuss the issue with her. She hasn’t responded. Betty will write her another letter. Fred wants another letter sent and if she doesn’t comply her dog will be taken away.
- d. Betty has extended the penalty until June 1 for dog licensing.
- e. Bids for Consolidation of Highway loans – go with Union Bank Mike 1st, Matt 2nd. Motion passed. Mike would like to put it on the agenda for the next meeting.
 - 1. Union Bank - \$410,000 – 5-year loan – 1.87%, 2 yearly payments of \$43,307.73 (or \$86,615.46 per year; \$710,000 – 5-year loan – 1.87% 5-year loan – 2 yearly payments of \$74,996.32 (or \$149,992.64) – this will create a deficit of \$53,589.64 for 20-21 budget.
 - 2. Community National Bank - \$410,000 – 5-year loan – 1.95% 2 yearly payments of \$43,350.92 (or \$86,701.84 per year; \$710,000 – 5-year loan – 1.95% - 2 yearly payments of 75,090.85 (or \$150,181.70)
 - 3. Passumpsic Bank – 5-year loan of \$410,000 – 2.34%; 5-year loan of \$710,000 2.34% (they did not give me the payment structure.
- f. Town Road and Bridge Standards – Betty discussed the form Mike 1st, Matt 2nd. Motion passed.
- g. Annual Financial Plan for Town Highways - Mike 1st, Ruth 2nd. Motion passed.
- h. Update to Porter Road – Friday, May 22 at 10 a.m. at Porter Road. Bids opening Tuesday June 2 at 5:30 p.m.
- i. Other business -Betty was wondering if the next meeting be May 5th or April 21 or 28th. Mike would like to have the meeting April 28th and not wait until May 5th. Everyone agreed.
- j. Betty checked with VLCT regarding the payments of taxes changed and we can do this in an emergency situation. First a motion from the Selectboard for changing the dates for the 1st payment due October 15 and the 2nd payment January 14th. Fred has no problem with that. Mike 1st, Ruth 2nd. Motion passed. We will be sending out postcards to all home and landowners to advise them of the change.

- k. Betty received a letter from Mike regarding state education taxes. Mike would like to have it sent to Kitty Toll. Mike was chatting with Kitty already and he would like to have the letter still sent to her. The legislature is aware of the short falls.
 - l. Betty has a letter that was received from Joanne Luce. Mike doesn't think it's a select board issue.
19. Other Business – Adam discussed the financials of the CCIF. The accounts are down by 2% which isn't bad. He will be able to go to a meeting to discuss this further. Mike wondered if Adam will be available for a meeting with the future use of the fund. Adam will be available. Mike would like to have a discussion with Adam and the board and maybe just a time for him. The next meeting will be April 28th. Sandra asked if there will be moneys available for small biz from this fund. CCIF is not giving loans at this time. Steve is wondering why road commissioner stuff is going in executive session. Mike stated it is because it is a personnel issue.
20. Executive Session – Personnel Issue 7:40 pm
21. Adjourn – 8:04 p.m.

Respectfully submitted

Betty Ritter, Clerk/Treasurer