

**SELECT BOARD MEETING MINUTES**  
**TUESDAY, OCTOBER 19, 2021, 6:00 p.m.**

Those present: Mike Hogan, Fred Ducharme, Ian Ackermann, Michelle Leclerc, Betty Ritter, Frank Kampf, Bernie Shatney; via zoom: Matt Nally, Kris Schmidt, Jim Brimblecombe, Jenn Miner, Jeff Paladino, Michael Wood, Brittany Butler

1. Call Meeting to Order – The meeting was called to order by Mike Hogan at 6:00 p.m.
2. Approve Agenda – A motion was made by Fred and second by Matt. Motion carried.
3. Approve Minutes from Minutes from October 7 ARPA and SB meetings and October 12 Budget Meeting – Fred would like to amend to the Budget Meetings from \$10,000 to \$2,000 A motion was made by Fred, second by Ian to approve the minutes with the October 12 budget meeting minutes corrected. Motion carried.
4. Public Comment –
  - a. Bernie would like to have the snow mobile bridge dismantled behind the post office. Kris believes that the snowmobile club is responsible. Will check with her father.
  - b. Village Map will be considered later.
5. Emergency Management Update – Numbers were 137, 45 hospitalized, 6 in ICU. 390 new cases in Washington County. No new cases in Cabot. The state is still hoping to see a downtrend. Mike wanted to know about people that have been vaccinated and got Covid. Jenn said that it seems to be mixed.
6. Approve Ruth Goodrich member for Regional Emergency Management Group – Ruth is second in line for Regional Emergency Management alternate. Fred made a motion that Ruth Goodrich will be the alternate to the Regional Emergency Management Group with a second by Ian. Motion approved.
7. Gutzman – discussion of gift to replace the grist wheel donated to the Town. Bernie gave some background on this wheel. It was originally at the saw mill, and Joe Perry was interested in it and he purchased it. The Gutzman's bought the property from Joe Perry. Brian Talbert talked with Mr. Gutzman after he purchased the property and asked if he would like to donate the stone to the rec field in honor of Joe Perry and he agreed. It was then moved to the present location at the Rec field. When they moved it and dug the hole it, they used 4-5 lbs. of cement to hold it in place. There will be no further action on this.
8. Municipal Parking Policy – Mike read the policy and would like to add another line, which he read. This is a temporary policy until the Planning Commission offers a new more detailed policy on the ballot for Town Meeting in 2022. Jenn would like to add something – when a business is holding an event, to have a sandwich board and signage. The Board felt that this can be implemented and not in the policy. Matt suggested that we may have an overnight issue with a camper, but it does state there is no overnight parking. Any vehicles will not be left overnight for any reason. This revision will be offered as a temporary policy. A motion was made by Ian with a second by Fred, motion carried.
9. Vote on ARPA Funding for Land Records Software and Water/Wastewater – Mike suggested that we hire a grant writer. This will come under discussion later.
  - a. Land Records Software – According to the information received from ARPA, the first thing is to allocate this money which will be under \$20,000. A motion was made by Mike to allocate under \$20,000 with a second by Ian, motion carried. We now need a motion to spend the ARPA money for the Land Records Software. Mike motioned that we spend under \$20,000 for Land Records Software with a second by Fred, motion carried.
  - b. Water/Wastewater – Jim was on zoom regarding the needs for water and wastewater. Mike wanted to know how time sensitive are the needs.

Jim stated that we went through a bid process for an inspection that is mandatory and Dufrense Group was the one selected. This is something that is required by the State, and our system has never been reviewed before. They will advise us of anything that needs to be corrected or upgraded and will cost around \$48,000 with the gifting half of this amount which would then bring the cost to \$24,000. The money should be allocated sooner than later for this.

WW upgrade of controls would cost \$69,100. These need to be replaced as these controls are all obsolete and cannot get replacement parts. We will leave the UV in place at this time.

Water is the same thing. Controls and other vital parts for the wells are obsolete as well. The Monitors on pump stations seem to be getting plugged up. We can do this in the winter as it involves inside work.

WW weather dependent and can do in the spring, but should allocate for both at this time. Do them next spring. Water is not as critical – allocating enough for this winter and rest in spring. What is the amount for winter? It would be around \$30,000. There is a possibility that ANR has some grants for wastewater and water. We will work on getting the particulars at our next meeting. Fred asked what else would Jim would like at the WW plant. Ultra Violet light – not really critical, we have had it in since the plant opened and it is obsolete and hard to get parts. If it goes, it would cost around \$50,000. We have 3 units, and if we bought one and have the other standby. We could get one plumbed in and ready to go. Fred wanted to know what is our current capacity for the WW plant. Jim stated we are averaging 20,000/day. The Plant can handle 50,000/day. We are at 50% capacity and could add another 30-40 users onto the system without any worries. Fred asked about sup-pumps in people's homes and if we could go into the home and check into this. Jim thought we could, but will check into this.

Fred wanted to know if we have any problems with water – no problem. Very good shape – two wells. Do we need to spend any many on the Danville Hill building – good shape, new door – don't really need anything there. Again, we may be able to use grant money from ANR. Jim said he could attend the next meeting if needed.

10. Water/Wastewater

- a. Other Business – This was all discussed under ARPA.

11. Highway

- a. Ian – Update from Highway – He is working on grants with Alan May and will be getting back to the Board next meeting. We also have one that Michelle has for 2022.
- b. Other business – Class IV roads – Mike said there was something in the grants for Class IV roads and will check into this.
- c. Plowing bids for approval for sidewalks and hydrants will be at the next meeting.

12. Town Clerk's Office

- a. Orders – The have been signed.
- b. Other business -
  1. ARPA Checking Account paperwork needs to be signed.
  2. Account/Correction for Errors and Omissions \$6,358.33 less from the budget because of this.

13. Other Business – Ian was asked by Dan Dunham about the tree that is to be taken down by his house and is in the Town Right of Way. It will cost around \$4,800 for taking the tree down and clean up and was wondering if the Town could possibly help with this as it is in the Town right of way. This is a gray area and we have not helped with the expense on this before. This could set a precedent. We will defer to next meeting.

14. Adjourn – a motion was made by Fred with a second by Ian, motion carried. We adjourned at 7:06 p.m.

Respectfully submitted,  
Betty Ritter, Town Clerk/Treasurer