

**SELECTBOARD MEETING MINUTES
TUESDAY, DECEMBER 5, 2023, 6:00 P.M.**

1. Call Meeting to Order – the meeting was called to order at 6:00 p.m. by Mike Hogan.
2. Approve Agenda - A motion was made by Fred with a second by RD. Motion carried.
3. Approval of Minutes from November 7 Budget Meeting, November 7 Selectboard Meeting, November 14 meeting and November 27 Budget Meeting – a motion was made by Fred with a second by RD. Karen mentioned that on November 7 budget meeting should include research regarding leasing rather than purchase under highway which Sid will check into this. Motion carried.
4. Public Comment – Jenn Miner – effective last week resigned her position as chair of Planning Commission and a member of the PC. She made the recommendation to have Bobby Chair as he is now vice chair. The Board approved it. She does set on the DRB until March and will resign from this Board also.
5. Highway Updates – Sid had engineer, Tyler Billingsly, to review Mack Mountain. He needed the SB approval to proceed to get the hydraulic study (which has been done). He would like to have the 5 culverts that need to be put in out to bid soon. Mack Mountain on upper and lower end: the water is undermining. It is granite blocks, and this is the reason it is undermining. Some blocks are falling out. Headwalls are falling away from the road. FEMA is taking this very seriously. Pictures will be taken throughout the repairs for historic reasons. There are 3 farms that use this bridge. A motion was made by Fred with a second by RD for the bid process. Motion carried.

He would like to change Carpenter Road would like to change it to Brook Road. Road naming change must go through a policy. We will check the procedure to do this.

The roads are in decent condition currently.

6. Municipal Technical Assistance Program – Eli Toohey, CVRPC – she is on via zoom. It is for helping with large capacity pieces, eligible projects, water and wastewater, business support, climate change, other economic development, etc. If there is a question regarding any project, she will check with the Agency of Administration to see if it falls under this program. Karen asked about receiving the money. The Towns do not receive the money – it is for her time. We have a flood task force, and they are looking for some assistance. Karen is asking about a timeframe. Certain towns were identified. Once you identify projects then MATP money will be discussed. Karen wanted to know if this is a single town specific or if it is a project that is identified by several towns, will be able to work with other towns. Elis stated that they would help with technical assistant with a group. She is the point person. SB will have to opt into this program, which we have done. We will then develop a list and see what can be done, which the SB signs off. CCA may be interested in this, and it can address several projects. The workshop on this is on December 12 at 1:00 p.m.
7. Update on temporary Public Safety Building alternative site – Joel Page – Scott Engineers reviewed site plan for the new building and showed pictures of the new building. Dean stated the structure is basically being covered by FEMA but there is maintenance, and they are making it with very low maintenance. Connor Contracting needs to begin working on bids for electrical, etc. There is a possibility for Cabot to be regional FD and training. We are looking just at the exterior of the building tonight. Old FS was 3,000 sq. ft, and new one is 10,000 sq. ft. Would like a motion to accept the conceptual design. Karen – what about heating. All utilities underground, there is a propane tank in ground and the roof to hold solar panels. Try to keep heat in certain times and heat out at certain times. On site fuel tanks – diesel – above ground, if we find a place to hold gas in town it could be piggybacked. A motion was made by RD with a second by Fred to approve the conceptual design. Motion carried.

MOU – Capital Fire Mutual Aid – agreement – all towers light up at the same time. Helpful for towns like us. A motion was made by RD, with a second by Fred. Motion carried. With the storms that cell phones

were not working. They are working on a solution to this.

8. Opening Bids – discussion/Decision on Razing Existing CFD Building – bids were open and passed around. Dean will review them while we continue with the rest of the meeting.

Ben Ackermann -	\$46,750
Hogan Excavating -	\$48,971
J Fenoff Excavating	\$73,500
Mangan Excavating	\$86,071
Kirk & Son Excavating, LLC -	\$119,000

FEMA stated we must use the lowest bid. Very good reasons why we went with the lowest bid. Comfortable with either one. Fred moved that we accept Ben Ackermann with a second by Skip. Motion carried. Betty will notify Ben of the acceptance and will notify the other bidders.

9. Discussion and Decision on Administrative help for Planning Commission - Brittany has a knowledge base and critical timeframes. Frank stated that many years ago Karen did this for the PC when she was zoning administration. RD moved that we accept this administrative position for the Planning Commission with a second by Karen, motion carried. Jenn stated that when we were going through LEMP we knew that the HMP was up and only received the information from CVRPC sent the information to us in June. CVRPC has missed some items that we needed. There was a major turnover with CVRPC and with the PC.
10. Update on Local Hazard Mitigation Grant – the board appointed a group to go through the HMG. Put a plan out to bid and CVRPC received the contract and Keith Cubbon will be meeting with a public meeting next week.
11. Update on Clark Sawmill Dam discussion with Town Counsel – Mike met with meeting with Mike Tarrant and his firm hired David Mears, Environmental Law. Discussion on Clark Sawmill Dam and West Pond Dam Ed Larsen wants to fix the problems and he is going to write up a summary. We can't proceed until we own the property. Mike Tarrant will keep us informed. Concerns are about erosion of the banks upstream from the dam. Karen wanted to know about a timeline, Mike said possibly in 2024. Ed Larsen only the flowage rights of West Hill Pond Dam.
12. Water and Wastewater -
 - a. Other business – The electrical panel looks like it has some water running through it and may have to be replaced. Rodger is checking on the smoke test. Betty will check on the engineer's report.
13. Town Clerks Office
 - a. Orders -they have been signed.
 - b. Other – Betty presented an overview of the policies for the WB and will give everyone a copy of this to review.
14. Other Business – There was no other business.
15. Executive Session (Real Estate Transaction-Neighbors in Action) - A motion was made by RD with a second by Karen, motion carried, and we went into ES at 7:42 p.m. and came out of ES at 8:36 p.m. There were no decisions when we came out of ES.
16. Motion to Adjourn – a motion was made by RD with a second by Skip, motion carried and we adjourned at 8:37 p.m.

Respectfully submitted.
Betty Ritter