

SELECTBOARD MEETING MINUTES
TUESDAY, June 3, 2025, 6:00 P.M.

Those present: Mike Hogan, Fred Ducharme, Skip Bothfeld, Jenn Miner, Betty Ritter, Jeanne Johnson, Amy Monahan, Marie Achionne, Shatney Jacobs, Dean Deasy, Gary Gulka, Frank Kampf, Constance Hare, Ruth Goodrich, Glenn Goodrich, Jean Goodrich, Ethan Garrison, Connie Hourihan; via zoom: Kris Schmitt

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 with a second by Skip. Mike asked that we move the Public Comment to #3. Motion carried.
3. Public Comment
 - a. Shatney Jacobs was wondering if there is any help on getting wastewater to Fred Jagel's house. Mike stated that we are working on this and suggested that she talk with Brittany about any information she may have. At this time, we cannot give you any definitive answer.
 - b. Marie Achionne – Advocate on her road (McKinstry Road). This is an on-going situation, and the water is coming from the overflow of a pond on Mangan property. She now has two sump pumps in her basement. It is worse than ever and not stopping. Skip said that if Ian is willing to dig a ditch to have it go in the woods. Fred wanted to know why no one called the State. Marie's understanding is that Richard Young did contact the state. Gary Gulka stated there are permits and regulations regarding ponds. It was noted that the pond was already there and all he did was enlarge the pond. Marie stated that it is urgent that we need to take care of this.
 - c. Amy Monahan – last week sideswiped the car in the parking lot. She was wondering about security in the town. We should have some type of security. Betty has called regarding the security cameras and will check with the school regarding security cameras and how their system works. Cameron has discussed security cameras in pavilion. The fire station does have cameras, and they can also view the basketball court.
4. Jenn – LEMP has been approved. We did need to add Mike's name and email then have it posted.
5. Approve Minutes of May 20, 2025 – A motion was made by Jenn with a second by Skip. Motion carried.
6. Other Business –

Gary – Flood Resiliency - last week encouraging news about the applications and ranked highly which is good news. However – the cost analysis and project cost exceed the costs of the project. Last minute FEMA changed some of the guidelines. They had a meeting with VEM, ecological restoration to add restoring buffers which will help with the amount. They suggested that we find a few properties where there are bare plots to bring up the eligibility. Louis Gutzman was agreeable to submit a letter to add 3 acres, and Chris Tormey to add a narrow buffer, and we could use it along the north tributary. We will need a letter and support letters to add cost to what it would cost the buffers and should bring our cost analysis up. We would like to add the rec field and add the buffers with a letter for the buffer in the north tributary easement. A motion was made by Fred with a second by Skip, motion carried. Gary said we are optimistic about this addition.
7. Planning Commission – They did not receive a Municipal Planning Grant and would like to turn the appropriation back to the general fund. When they are ready with the new rules and regulations they could use this money for the attorney's review. A motion was made by Jenn with a second by Fred to reallocate for the attorney review. Motion carried.
8. Recreation Committee – General Discussion on Use of Pavilion – we are looking at parking for the rec field. Cameron or Jessica will try to come to the next SB mtg. Fred and Ben reviewed the area, and there are a couple of possibilities. Fred – parking – Ben Ackermann to see where we could get more parking. It was thought we could do something about parking. Dean will send Betty the contact information from FEMA. Is there any reason why FEMA would have any obligation. Brittany told Fred that the wetlands would not cause a problem. We can also get someone from the State to discuss this. There was another parking area – parking up Whittier Hill. We are exploring. We also need to put up "No parking signs". Fred suggested parking on

Common for school events. This would work when the Common is not wet. Sid is checking about the equipment to stripe. Peggy brought up the land being donated by Perry about not permanent structure being built on the parcel. Betty said that we do have the information in the land records and will send this out to everyone.

9. Tires on Spencer Property – Discussion – Property has been sold, and Gary Katz has talked with Peggy, Mike, and Betty and wanted to know what is going to happen with the tires. Mike said that he is not sure what the new owners are going to do. At this point we cannot do anything regarding this situation, and it has been reported to the state. Peggy said she would be happy to do some investigation and take it on as a project. Mike said that we should wait and see.
10. Changes to Cabot Fire Department VFIS Insurance policy Discussion and Possible Action – Dean stated that it would save the town some money if the FD would switch over their insurance to VFIS instead of having insurance with VLCT. It is up for renewal soon and felt that we would have better coverage for the volunteer – VLCT Insurance may not be right for the FD and the VFIS insurance is better for firefighters as it adds sickness and liabilities and specialized coverage on equipment. He will have some sound figures at the next meeting, and we can possibly approve at the next meeting. Dean though it should save us some money.
11. Fireworks Policy -discussion – Fireworks policy – should we go to the ordinance. Mike stated that it will be impossible for us to have an ordinance as it must be posted for at least 60 days. Dean stated that he is trying to find the middle ground of those that want fireworks and those that don't want fireworks. The person that has the permit is held responsible for any damage to another person's property. Mike suggested that Dean would post on FPF and Cabot Connects, post office, store and Den to let people know we are considering an ordinance to enforce fireworks. Jeanne asked Dean to write an article for the Chronicle which will come out in late June.
12. Highway Update – Menard Road is going along well and may be open now. Jug Brook is to begin work tomorrow.
13. Dog Ordinance review – Some serious work – next agenda for future meetings. Make sure to review it and mark it up.
14. Water and Wastewater
 - a. Other Business – Betty advised that they begin cleaning the reservoir on June 16.
 - b. We are in the process of ordering meters for water readings.
 - c. Jim Abbott has asked for Wastewater approval for the 3 houses he is going to build (one which is already built). A motion was made by Fred with a second by Skip. Motion carried. Betty will write a letter approving this. She also mentioned they would like to name the private road Rose Knoll Road. Betty is checking with E911 to see if they can approve of this name
15. Town Clerks Office
 - a. Orders – orders have been signed.
 - b. We have an application for the Cabot Store. A motion was made by Mike with a second by Fred to approve this. Motion carried.
16. Other Business – there was no other business. Mike asked for a motion to go into Executive Session re CAES Contract. A motion was made by Fred with a second by Skip. Motion carried. We went into ES at 7:35 P.M.
17. Executive Session – CEAS Contract
18. The Board came out of ES at 7:47 PM and went back into the open meeting. The Selectboard on June 3, 2025, approved a 3-year contract for the Cabot Emergency Ambulance Service from July 1, 2025- June 30, 2028, with a motion by Fred with a second by Skip. Motion approved 5-0.
19. Motion to adjourn - by Jenn with a second by Fred Ducharme to adjourn. Motion carried, we adjourned at 7:50 p.m.,

Meeting summary for Selectboard Meeting June 3, 2025 (06/03/2025)

Quick recap

The Select Board meeting covered various town infrastructure and safety matters, including FEMA support, water drainage issues, and ongoing road projects with security concerns. The board discussed several planning and regulatory matters, including flood mitigation projects, parking solutions, and potential building restrictions, while also addressing insurance needs for the volunteer fire department. The conversation ended with discussions about fireworks regulations and various town updates, including license approvals and equipment installations.

Next steps

- [Betty: Contact the sheriff regarding security patrols in the village and Houston Hill area](#)
- [Water Department: Implement the new EJ Prescott meter system installation throughout the town](#)
- [Betty: We received the new defibrillator installed in the Willey building and organize training sessions](#)
- [Betty: Upload the updated Emergency Management Plan to the website after making the required tweak](#)
- [Mike and Fred: Visit and assess the water drainage issue near Mangan's property by the end of the week](#)
- [Betty: Follow up with Brittany regarding the Elm Street property sewer line location and connection costs](#)
- [Water Department: Coordinate the reservoir maintenance inspection on June 16th](#)
- [Betty & Mike: Research other towns' fireworks ordinances and their enforcement methods](#)
- [Dean: Write an article for the Cabot Chronicle about fireworks policy and current courtesy procedures before July 4th](#)
- [Betty: Research security camera options for the town building](#)
- [Betty & Frank: Check with the school about their security camera system and policies](#)
- [Planning Commission: Consult with town attorney Mike Tarrant regarding zoning regulation updates](#)
- [Monash Team: Clean out storm drains on Main Street and other identified locations](#)
- [Betty: Follow up with 911 regarding the approval of "Rose Knoll Lane" as a new road name](#)

Summary

Property Sewage and Drainage Concerns

The Select Board meeting addressed several issues, including a letter of support for FEMA and a public comment regarding a property on Elm Street without septic or sewer. Mike advised the property owner to consult with Brittany, the zoning administrator, to determine the proximity of the sewer line and potential connection costs. The board also discussed a water drainage issue affecting multiple properties, with suggestions to contact state authorities and consider permits for any solutions.

Security and Emergency Management Updates

Mike discussed ongoing road projects in the town and Amy emphasized the need for security measures, particularly in light of a recent incident involving her car. She proposed exploring the installation of security cameras, citing liability issues and the need for safety. Betty also mentioned addressing issues with 4-wheelers and dirt bikes in the area and working with the sheriff to address these concerns. Jenn informed the board that the Emergency Management Plan had been submitted and approved to Vermont Emergency Management with a minor tweak approved by the Select Board.

Flood Project Cost Analysis Update

Gary reported that while their flood mitigation project was ranked highly as one of the top infrastructure projects, it failed to meet FEMA's cost-benefit analysis requirements due to recent formula changes, with the benefit-to-cost ratio dropping below 1. The Vermont Emergency Management team advised that the project could become cost-effective again by implementing technological restoration, though the exact details of this approach were not specified.

Vegetative Buffer Implementation Plan

Betty discussed the need to create vegetative buffers along tributaries and the main stem of the river to improve the benefit-cost analysis of their application. She mentioned obtaining letters of support from property owners and updating maps to include these areas. The application was ranked highly in the infrastructure category, and Betty expressed cautious optimism about its chances of funding. The planning commission's request to reallocate their municipal planning grant funds to consult with the town attorney on regulation updates was approved.

Rec Field Parking Solutions

Betty discussed parking issues at the rec field, noting that additional parking could be added on the left side of the basketball court by extending a culvert, though there were concerns about wetlands and FEMA regulations. She also mentioned exploring

parking options at Whitaker Hill and the need for no-parking signs in certain areas to prevent dangerous street parking. The group discussed the success of recent school events and the potential for striped parking spaces in town, with plans to possibly lease equipment from Harvard for this purpose.

Land and Tire Disposal Issues

Betty discussed two main issues: a potential building restriction on land donated for a recreational field, and a large number of tires found on recently sold property. Regarding the land restriction, Betty could not locate the original documentation about a permanent building ban, though she had discussed it with Mike and Bernie Shatner. On the tire issue, Betty explained that the new property owners from Texas were unaware of the large tire pile, and while some people had offered to take the tires, the town should wait for the new owners' plans before taking any action.

Volunteer Fire Insurance Policy Review

Betty discussed the importance of volunteer firefighters in the community and highlighted the need for adequate insurance coverage tailored to their unique risks and challenges. She explained that the current insurance policy through VLCT is not specifically designed for fire departments and proposed switching to VFIS, which offers customized coverage for fire departments and their members. Betty also mentioned preliminary savings and requested a quote from VFIS to cover the fire department assets and members, which she will present at the Select Board meeting on the 17th.

Fire Department Insurance Policy Review

Betty presented information about a new insurance policy for the fire department, explaining that it would cover equipment and personal items lost or damaged while on duty. She highlighted potential cost savings and benefits for the town, suggesting that the department should consider switching to this policy. Betty also mentioned that she would provide detailed numbers and bring in Jeffrey to assist with the transition. The board discussed the budget implications and agreed to review the policy further, with a deadline of July 1st for implementation.

Fireworks Permit Process Discussion

Betty presented a proposed fireworks permit process to the board, which would require residents to notify the town clerk 15 days in advance of their fireworks display, allowing for public comment and safety inspections. The process would replace the current system of notifying adjacent landlords, and while fines could be imposed, the board decided not to adopt any formal ordinance at this time, choosing to continue discussions and gather public input.

Community Fireworks Safety Discussion

Betty discussed the challenges and concerns surrounding fireworks in the community, particularly regarding noise, animal distress, and safety issues. She emphasized the need for better neighbor notification and suggested exploring formal regulations, including potential fines, to ensure responsible fireworks use. Betty proposed writing an article for the Cabot Chronicle to raise awareness and gather input from residents, while also planning to research how other towns have addressed similar issues. The group agreed to continue discussions and gather more information before the Fourth of July.

Town Updates and License Approvals

Betty provided updates on several town matters, including road construction at Menard Road and Jug Brook, a pending ordinance change for dog regulations, and the installation of new water meters that will improve efficiency and leak detection. She also discussed the need to clean storm drains annually and mentioned that the town received a defibrillator with a \$500 grant, which will be installed in the Willy building. Betty moved to approve a second-class liquor license for the Cabot store and a wastewater allocation for two properties on Danville Hill. The conversation ended with a motion to go into executive session regarding the Cabot Ambulance contract.