

**SELECTBOARD MEETING MINUTES
TUESDAY, March 10, 2026, 6:00 P.M.**

Those present: Mike Hogan, Fred Ducharme, Jenn Miner, Peggy Miller, Skip Bothfeld, Brittany Butler, Amy Monahan, Frank Kampf, Steve Hogan, Lori Augustiak, Doug Cooke. Beth Herrick
Via zoom: Sandy Pond, Ruth Goodrich, Alisson Hogan, Kris Schmidt, Dean Deasy, Kim Coldicot

1. Call Meeting to Order – the meeting was called to order by Mike at 6:01 p.m.
2. Elect a Selectboard Chair – Fred, Skip for Jenn motion carried. Mike stated this is his last year, so this will be a year of training Jenn as Chair.
3. Elect a Selectboard Vice-Chair – A motion was made by Peggy with a second by Fred to nominate Mike as vice chair, motion carried.
4. Elect a Selectboard Clerk - Fred, Mike Peggy – motion carried.
5. Adopt and use Roberts Rules of Order for Small Boards – A motion was made by Mike with a second by Skip, motion carried.
6. Approve Agenda – A motion was made by Fred with a second by Skip, motion carried.
7. Appointments by Selectboard - following is the list of appointments for the coming years:

Position	Name	1st	2 nd	Term	Expires	Approved
1st Constable	Stephen Hogan	Skip	Fred	3 yrs	2029	Yes (M. Hogan abstain)
2 nd Constable	Nell McQueeney	Fred	Peggy	3 yrs	2029	Yes
Animal Control Officer	Cheryl McQueeney Ruth Goodrich	Fred	Peggy	3 yrs	2029	Yes
		Peggy	Skip	3 yrs	2029	Yes
Fence Viewers	Laura Knowlton David Pike	Fred	Mike	3 yrs	2029	Yes
		Fred	Peggy	3 yrs	2029	Yes
In.Wood, Coal Lumber Shingles	Anson Tebbets	Fred	Mike	3 yrs.	2029	Yes
Fr. Warden	Andrew Luce			5 yrs.	2027	
H. Officer	Jenn Miner			3 yrs.	2027	
EM Coord	Doug Cooke	Fred	Skip	1 yrs.	2027	Yes
Town Energy	Michael Socks			NonT		
ZA	Brittany Butler				2026	(July appointment)
Planning Commission	Bobby Searles Glen Goodrich Kate Chatot	Fred	Mike	3 yrs.	2029	Yes
		Fred	Skip	3 yrs.	2029	Yes
		Mike	Fred	3 yrs.	2029	Yes
Development Review Board	Jeanne Johnson Brad Alexander Sue Carpenter Stephen Hogan	Fred	Skip	3 yrs.	2029	Yes
		Fred	Skip	3 yrs.	2029	Yes
		Fred	Skip	3 yrs.	2029	Yes
		Fred	Skip	3 yrs.	2029	Yes (M. Hogan abstain)
Conservation Committee	Dawn Andrews Chris Duff Michael Delacey Cedric Alexander	Fred	Skip	3 years	2028	On hold
					2027	Yes
					2027	On hold
					2027	
Trails Committee All on hold till next meeting. We need	Lynn Rockwell Kris Schmidt Chuck Talbert				2027	
					2027	Yes*

Position	Name	1st	2 nd	Term	Expires	Approved
2 more people.	Michael Socks					
Rec Committee Needs 3 additional	Cameron North Jessica North				Non term Non Term	Vice-chair
Master of Colors	Bill Walters	Skip	Fred	1 year	2027	Yes
Regional. Planning. Representative Alternate	Brittany Butler Harrison Martin- O'Brien	Mike Mike	Skip Skip	1 year 1 year	2027 2027	Yes Yes
NEKWM	Betty Ritter R. D. Eno	Peggy Skip	Mike Mike	1 year 1 year	2027 2027	Yes Yes
Transportation	Sid Griggs	Mike	Peggy		Non-term	Yes

Emergency Management Coordinator – Jenn explained that she was for one year and wanted to know if anyone would be interested. Doug Cooke expressed an interest. A motion was made by Fred with a second by Skip. Doug did ask if he would have any training. Jenn advised that she would work with him for the paperwork and anything he would need for the coming year. She also advised that at this time we do not have anything needing emergency management. Motion carried.

8. Public Comment – Lori – Childcare Center should be open by April 1. 4th of July – kids' activity, floatable, inflatable games, does the town insurance cover this. Mike will check with VLCT. She also spoke of a resilient grant hub in the amount of \$50,000. resources when they arrive, CCA does not have any ideas but would like to start a group and coordinate, building up of the community, and how to get people involved. Marshfield, Plainfield, and St Johnsbury are hubs. Peggy is willing to help contact other hubs and help with grant writing. This will be on the agenda to approve CCA overseeing this on the 24th of March.

Jenn wanted to be on record that she as health officer received a call not from Cabot about a person living on Houston Hill without electricity and heat. She was informed that the owner stated they were not going to reside there and there has been no activity at this place. The complaint is on file.

9. Approve Minutes of February 17 Minutes and February 28 Special Meeting – a motion was made by Skip with a second by Mike. Motion carried. Jenn abstained for the 27th meeting.

10. Highway Update

- a. Annual Financial Plan – This needs to be filed in case we apply for grants with Better Back Roads, etc. with the state. This is a prefilled form estimating how much we would need to raise in taxes. Also showing that 1/3 winter, 2/3 for other maintenance in the years. A motion was made by Mike with a second by Fred. Mike and Greg met and the Transportation is 30 million in the red, and even the amount of aids going to town is going to be less. Peggy wanted to know about the flooding. Mike stated it is how much is coming from the federal government. Highway updated – sold the international truck. \$65,000 and is on hold for the refurbishing of Sid's truck.
- b. TH47 clarifying wording – discontinue need to say reclassify. Strike the word discontinue to reclassify. A motion was made by Skip with a second by Fred, motion carried.
- c. Sid will be coming to the next meeting.
- d. Other Business – there was no other business.

11. Water and Wastewater

- a. Update – we have begun a new way treating membranes with chlorine and citric acid and they turn out almost like new. We have ordered another set. H20Innovations will work it out that we will pay them a monthly payment along with the monthly invoice. We will get the information to Peggy about possible reimbursement for the membranes.
- b. Other business – Fred wanted to know that the building that now houses the Volunteer Fire Department, no water pressure because of ¼ copper. ½" now and will need to run a bigger line. That would be a cost to the Town. Peggy asked if it needs to be sprinkled.

12. Town Clerk's Office
 - a. Orders
 - b. Lawn Maintenance Award bid went out and we will review on the 24th
 - c. Other Business – Betty said the training is going well.

13. Other Business – Amy received the paperwork for rest of the money from FEMA as may receive within the next two weeks \$370,000. We received a bill for Kirk Fenoff - \$113,000 for the bridge on Lovely Road which seems to be on track.

14. Executive Session-New Town Clerk – A motion was made by Fred with a second by Jenn. Motion carried and went into ES at 7:09 p.m. We came out of ES at 7:47 p.m. No motions were made, only discussed hours of operation for Town Office.

15. Motion to Adjourn – a motion was made by Jenn with a second by Fred to adjourn. Motion carried, we adjourned at 7:47.

Respectfully submitted,
Betty Ritter

Meeting summary

Quick recap

The Select Board held their annual organizational meeting to appoint board members and discuss various town positions and committees. They elected Jenn Miner as chair and Mike Hogan as vice chair, and approved several appointments including Steve Hogan as First Constable, Ruth Goodrich for Animal and Dog Control Officer, and Doug Cook as Emergency Management Coordinator. The board reviewed committee appointments for Planning Commission, Developmental Review Board, Conservation Committee, and Trails Committee, with some positions remaining open. They also discussed a grant opportunity for creating a resilience hub in town and approved changes to TH47 reclassification wording. The conversation ended with updates on water and wastewater treatment, including new membrane installations, and news that the town would receive a FEMA award of approximately \$370,000 for the temporary fire station project.

Next steps

- Fred: Check with Nell McQueeney's mom regarding her interest in continuing as Second Constable
- Fred: Contact Cheryl McQueeney to confirm her willingness to continue as Animal and Dog Control Officer
- Fred: Reach out to Laura Knowlton to confirm her interest in continuing as Fence Viewer
- Mike: Ask Gary Gulka if he has any recommendations for candidates to fill the open Conservation Committee seat
- Brittany: Reach out to Harrison Martin O'Brien about serving as alternate for the Regional Planning Representative
- Amy: Sign and submit annual highway financial forms to Agency of Transportation
- Peggy/Jen: Obtain receipt/invoice details for new treatment for membranes for potential grant funding
- Board: Review and consider approval of Resilience Hub grant partnership at the next meeting (March 24th)
- Board: Review and act on Maintenance Award proposals at the next meeting (March 24th)
- Mike: Contact Vermont League of Cities and Towns to confirm insurance coverage for 4th of July inflatables
- Sid: Attend next meeting to present highway updates
- Board: Review and act on updated TH47 wording (reclassify vs discontinue) at next meeting

Summary

The board held an organizational meeting to elect new leadership positions for 2026. Jenn Miner was elected as chair and Mike Hogan as Vice Chair, while Peg was appointed as clerk. The board agreed to adopt Robert's Rules of Order for small boards and approved the agenda. Regarding constable appointments, Steve Hogan will continue as First Constable, while the board discussed reappointing Nell McQueeney for the Second Constable position despite being unable to reach her directly.

Town Position Elections and Appointments

The meeting focused on confirming various town positions and their terms. For the First Constable position, Steve Hogan was elected to a 3-year term. For Animal and Dog Control Officer, Ruth Goodrich was elected to continue in the position, with Cheryl McQueenie's position being held pending contact. The Fence Viewer positions were discussed, with Laura Knowlton's one-year term being extended to 3 years, and David Pike being elected to a 3-year term for the second position. The Inspector of Wood, Lumber, and Shingles position was changed to a lifetime non-term position, with Anson Tibbetts continuing in the role. For Emergency Management Coordinator, Doug Cook volunteered to take on the role, with a detailed explanation of responsibilities provided by the current coordinator, including managing emergency plans, coordinating with community resources, and handling incident command training.

Board Committee Appointments Approval

The board discussed and approved several appointments for various committees and positions. Doug Cook was appointed as Emergency Management Coordinator, and Glenn Goodrich, Kate Chateau, and Bobby Searles were reappointed to the Planning Commission. All four members of the Developmental Review Board were reappointed, and Chris Duff was appointed to the Conservation Committee. The board left the Conservation Committee seat previously held by Gary Gulka open, with plans to reach out to him for potential candidates. The discussion about the Trails Committee was incomplete due to confusion about terms and contact with some members.

Committee Appointments and Positions

The board discussed committee positions and appointments. Khris agreed to continue serving on the Trails Committee after Paul Wade stepped down due to health issues. The group considered reducing the Trails Committee from 7 to 5 members to make recruitment easier. For the Recreation Committee, they clarified that Cameron is serving as Vice Chair due to potential conflict of interest concerns with his wife if he holds the chair position. The board approved Bill Walters for a one-year term as Master of Colors. Brittany Butler requested an alternate for the Regional Planning Representative position, suggesting Harrison Martin O'Brien, and the board agreed to follow up with him about serving as an alternate. They also identified a need to fill the Transportation Advisory Committee position, which John Cookson was previously appointed to but declined to continue serving in.

Advisory Committee Nominations and Updates

The meeting focused on nominations for advisory committee positions, with Sid being nominated and approved for the Transportation Advisory Committee liaison role for Cabot. Betty was nominated and approved for the NEKWMC (Northeast Kingdom Waste Management Commission) representative position, and RD Eno was nominated and approved for the alternate position. Lori provided updates on the Child Care Center's reopening, scheduled for April 1st, and discussed arrangements for 4th of July activities, including inflatables, with a question about insurance coverage that Vicki agreed to investigate.

Resilience Hub Grant Discussion

The meeting covered several key topics including a potential resilience hub grant opportunity. Betty presented information about a \$50,000 grant from the Vermont Housing Conservation Board to create a resilience hub in Cabot, with applications due end of March. The group discussed including partners and creating a playbook for emergency response. The meeting also addressed highway updates, including the sale of a 2017 International truck to Worcester for \$65,000, and water/wastewater issues including membrane treatment and potential infrastructure needs on South Walden Road. The group approved minutes from February meetings and received an update about FEMA funding for the temporary fire station, with an expected check of over \$370,000 coming within two weeks.