SELECTBOARD MEETING Minutes Draft
Tuesday July 21, 2026, 6:00P.M.

Jen Miner, Fred Ducharme, Skip Bothfeld, Peggy Miller, Mike Hogan, Jeanne Johnson, Amy M, Brittany B, Trish Cox, Doug Cooke, Dean Deasy, Lorraine Baneberry (CVRPC)

1. Call Meeting to Order Meeting called to order by Jen at 6pm all selectboard present.

2. Approve Agenda Mike moved Skip seconded. Motion carried.

3. Approve minutes from 7/7/2026 and 7/14/2026 motion by to approve by Mike and 2nd by Skip motion carried.

4. Public Comment-none

5. Beaver Baffles- Chief Deasy spoke on this issue. On west shore road the Beavers made a dam on the dry hydrant and also into the culvert under the road. The beavers are being removed and relocated. There have been 3 beavers taken out and relocated elsewhere. The dam is still there however; it is believed that there are more beavers coming down from the wetlands above and keeping that dam up. 2 choices a beaver baffle or a beaver culvert protector fence. They are leaning toward the culvert protector fence. There is a slight difference in price between the two, < $200. Mike wants to know where the money is coming from. Dean says that they had money for beaver trapping and now this is not in the budget for the fire department. Jen says in talking with Sid as well it appears that there is still an issue even removing the beavers they are still working hard on impacting the road and dry hydrant even more. Mike says to make this a budget discussion and have dealings with beavers have its own line item. How much money was put in the budget for dry hydrants, Amy says $7,500. Trish Cox spoke about her dealings with the beavers on Coits Pond and that maybe if the dry hydrant and road are or could be impacted that maybe the Agency of Natural Resources will intervene. Brittany asked if this is the hydrant that the homeowner doesn't want on the land. Board voted to go with the fence Motion carried.

6. 215 Dry hydrant bid reconsideration-The bid comes back to us because the bid that was chosen was not itemized. The winner of the bid was asked to resubmit an itemized bid. Jen says that in her re-reading the grant paperwork, it isn't clear who is responsible for what for funding. There is also the side of the road that has erosion happening and what that will do to impact the price of the project. Should we do the formal RFP process because some of the bids were above or at 20,000. The board is then asking do we do one bid or 2 separate ones because it is 2 issues? Is it two issues or do they need one to do the other? If this goes out to bid, Deans' only concern is that they grant people only get together 2 times a year and if it isn't' fixed that is a whole year that the dry hydrant will be out. Motion: Go forward with chosen bid (Ben Ackermann) and the road will be dealt with by the road crew. Liz says the selectboard constructs specifications for the road work and she can insert into the already current RFP and then reissue it for RFP. Just a note that in the future bids that don't meet the requirements should not be selected. Motion Carried, Mike and Jen Abstained, Peggy, Skip and Fred said yes.

7. Central Vermont Regional Planning Commission: Website: bit.ly/cvrpcfluMAP Lorraine came to speak on what is different from the 2024 version to the 2026 version. She explained the color differences on the map and we now have a map in the town office. This matters for opting into tier 1 a or b if we have certain things in place. The map layer makes no changes to our current zoning or land use. These documents can be viewed in the office or library.

8. Notice of Reappraisal required under VSA 32—Spoke to the plus and minus of the grand list. The listers added 6,000,000 in value while there was value that came off from the utilities and those seeking tax exemption. We will have to do one more solo reappraisal before we work with surrounding communities in having reappraisals. Jeanne would like to add a handful of tax-exempt parcels to the work of the reappraisal next time. The school neighbors in action, the church, Whittier Hill Temple, and a few others. The board thinks that we can talk more about this when it gets closer. Jeanne believes we may have a firm here by 2028 Brittany thinks closer to 2030.
9. Conservation Committee
    a. Appoint Brian Wagner to replace Gary Gulka Motion to appoint Brian Wagner to replace Gary Gulka. By mike 2nd by Fred. All are in favor.
    b. Request to expand committee to 7 members-motion to expand from 5 to seven members—tabled- Contact Brian to introduce himself and to talk more about going from 5 to seven members. Put on Aug 4th Meeting.

10. Water and Wastewater update- Amy says the water bills took quite a while to figure out. She hopes next time it will be a bit easier. We would need a utility billing module to help interface for billing of 100ish properties at a cost of +/- 3000.

11. Town Clerk's office
    a. Orders
    b. Other business approve West Hill Cider (this Friday) and White for Pransky's (Aug 1)motion by Mike 2nd by Skip all approved, motion carried.
12. Other Business- Amy: Our next line of credit is maturing August 1st and the bank is rewriting it. The payment (28,000) will need to be made next week, and the loan will be rewritten. We opened a bank account, and we have referred to it as the flood account, can that account be used for grant funds or are there prohibitions on that account. One requirement for the north tributary is the account has to be a noninterest bearing account, or we can use the existing flood account that we have opened. Amy will ask the auditors tomorrow. But we think that we will need to open a new no interest account.

    Jen received a call from Jackie Folsom and had a lengthy conversation about all the creameries closing, do we need to meet with Agrimarks' leadership to see what their plans are. Jen is going to reach out to leadership to see if we can set up a conversation to see what their plans are, if any.

    Jen also got a phone call from Sid this afternoon from the refurbishment company and the costs are coming in at +/- 10-14,000 over what we were quoted, most is under the hood in the front end. This will have to be warned as a special meeting. 4:pm on Thursday for a special meeting with just Sid's truck on the agenda. Amy said her and Sid spoke and if he sells his old body of the truck he believes he can get 15,000 so that would make it a wash.

    VFD radios will be on the Aug 4th agenda

    Motion to enter executive session, Mike made motion 2nd by Fred at 7:56, motion carried. Out of Executive session at 8:17pm Motion by mike and 2nd by Peggy

13. Executive Session for za reappointment. 8:17 move to approve administrative contract for ZA for 3 years with the caveat that we bring on an assistant or intern next fiscal year. Motion made by mike and 2nd by Peggy, Motion Carried.

14. Motion to Adjourn Fred, Mike 2nd at 8:18

Zoom Summary

Quick recap

The Cabot Select Board meeting on July 23rd covered several key topics including beaver deterrent systems for West Shore Road, dry hydrant repairs on Route 215, and updates on various town projects. The board approved moving forward with a culvert protection fence for beaver control at West Shore Road, with Chief Deasy authorized to contact the trapper for implementation at a cost of $1,400. Regarding the dry hydrant project, the board voted to proceed with the previously accepted bid despite itemization concerns, with Chief Deasy planning to meet with the grant board to address funding requirements and potential additional road stabilization work. The meeting also included discussions about Central Vermont Regional Planning Commission's future land use map updates, property reappraisal requirements, and Conservation Committee appointments, with the board approving Brian Wagner's appointment to replace Gary Volta on the committee and discussing the potential expansion to seven members. Additional topics included water meter installations, special event permits for local businesses, and concerns about Agrimark's future plans following recent building sales in the area.

Summary

Meeting Issues and Process Updates

Amy discussed several topics including meeting cancellations, wire products for meters, and ongoing issues with underpayment reports and state tabs calculations. The discussion also touched on grievances and appeals processes, though specific details about timeline requirements and next steps remained unclear.

Beaver Deterrent and Dry Hydrant

The meeting focused on two main issues: beaver deterrent systems and a dry hydrant project. For the beaver problem on West Shore Road, Chief Deasy reported that three beavers had been trapped and recommended installing a culvert protection fence for $1,400 to prevent future dam building. The board approved moving forward with this solution. Regarding the dry hydrant project on North 215, Jen explained concerns about contractor bids exceeding the initial $7,380 estimate and discussed the need for proper grant approval and potential RFP process due to the project's proximity to a road bank. The board decided to have Dean meet with the grant providers to address these concerns

before proceeding.

Dry Hydrant Project Planning Meeting

The board discussed proceeding with a dry hydrant project that requires draining a pond and potentially addressing road bank stabilization issues. After debate about whether to rebid the project due to missing itemization in the current bid, the board voted 3-0-2 (with 2 abstention) to move forward with the previously accepted bid. The board agreed that Chief Deasy would present the project to the dry hydrant board with required itemization, and the road department would be on standby to address any stabilization issues if needed after the pond is drained.

Covenant Hills Land Use Discussion

Elizabeth informed the board that the Methodist Church had deeded hundreds of acres on Covenant Hills Road to the Abenaki Tribe, which may result in the discontinuation of a dry hydrant. Jen confirmed plans to meet with the tribe through Ruth to discuss maintaining access to the dry hydrant. The meeting then shifted to a discussion about the Central Vermont Regional Planning Commission's future land use map, where changes were presented, including an expanded Cabot Village Center and adjustments to flood hazard districts. The group discussed the need for subdivision regulations to pursue tier one development, with plans to address this with the town attorney when he returns on August 10th.

Act 250 and Property Reappraisal

Brittany discussed the town's decision regarding Act 250 tier one B subdivision options, explaining that while the town could opt in, current Act 250 permits on existing land would limit development opportunities. She clarified that the regional plan mapping is required by statute and doesn't change existing zoning or development plans, emphasizing that it's primarily informational rather than implementable policy. The group also addressed property reappraisal requirements, with Jeanne explaining that while the current $60,000 increase represents a significant $6,053,000 in property value changes, additional independent reappraisals will be required before the regional reappraisal district concept is fully implemented. The conversation ended with a discussion about potentially adding non-taxable parcels to the reappraisal, with specific focus on the school and church properties.

Conservation Committee Membership Updates

The board appointed Brian Wagner to replace Gary Gulka on the Conservation Committee. The Conservation Committee requested to expand from 5 to 7 members, and the board agreed to reach out to Brian Wagner to introduce himself and discuss potential additional members. Fred reported progress on water meter installations, with only a few remaining, and noted challenges with billing due to integration issues with their new system, suggesting potential future consideration of utility billing software.

Board Meeting Updates and Decisions

The board discussed several topics including Brittany's first election where she requested Betty's assistance with the counting process, and approved special events permits for West Hill Cider and White Mountain Distillery. They addressed a loan maturity issue requiring a $28,000 payment and discussed the need to open a new bank account for grant funds due to restrictions on using the flood account. The board also planned a special meeting for Thursday at 4 PM to discuss truck refurbishment costs estimated at $10,000-$14,000, and concluded with an executive session regarding the zoning administrator position.

Respectfully Submitted,
Brittany Butler
7/17/2026