SELECTBOARD MEETING AGENDA

Tuesday August 18, 2026, 6:00P.M.

In person at the Willey Building or via Zoom

Meeting with ZOOM (info at the end of the page)

Telephone and Computer Audio Meeting ID 986 742 3548

1. Call Meeting to Order
2. Approve Agenda
3. Approve Minutes of August 4, 2026 and August 6, 2026
4. Approve Hearing Minutes for Dog and Knox box Ordinances
5. Public Comment
6. Beavers adjacent to Rec field (05-003.000) discussion/action
7. Highway
   a. Truck update
   b. Beaver Baffles
   c. other business
8. Act 162 Burn Permits Discussion/Action
9. Volunteer Fire Department Update Discussion/Action
10. Water and wastewater
    a. Meter Update
    b. Other business
11. Town Clerk's Office
    a. Orders
    b. Other Business
12. Other Business
13. Motion to Adjourn

Town of Cabot is inviting you to a scheduled Zoom meeting.
Topic: Selectboard Meeting, Time: Tuesday, August 18, 2026, 6:00PM Eastern Time (US and Canada)Join Zoom Meeting: https://us02web.zoom.us/j/9867423548?omn=81190520529 **Meeting ID: 986 742 3548**
Dial by your location +1 646 558 8656 US (New York)

SPECIAL SELECTBOARD MEETING Minutes-draft
Tuesday August 4, 2026, 6:00P.M.

Jen miner, Skip Bothfeld, Peggy Miller, Fred Ducharme, Mike Hogan, Jeanne Johnson, Amy M. Brittany Butler, Brian Wagner, Gary Gulka, Chris Duff, Dean Deasy, Ben Moll, Doug Cooke, Trish Cox, Will Ameden, Sandy Pond, Maria Acchione ONLINE- Kris Schmitt, Michael Miller, Elizabeth Wilkel Allison Hogan, Stephen Hogan, Connie Hourihan, Sid Griggs

1. Call Meeting to Order-Meeting Called to order at 6:00 PM

2. Approve Agenda- was approved with item 10 and 11 removed. Motion carried

3. Public Comment -Gary Gulka-Issue at Guzman's beavers and he wants to donate the barn and that roughly half acre to the town. Skip wants the fire wardens taken off the website. Described the new process for getting a burn permit.

4. Approve minutes from 7/21 and 7/23- Mike moved to approve the minutes Fred 2nd, motion carried

5. Liz Wilkel Present for CVFD, SCBA Mutual Grant Application with Hardwick and Greensboro (discussion/Action) Regional grant application through the Gary foundation, she looked further and found that it was not really for a regional application and not as a group application. Now we are seeking approval for the VFD to go for a grant for new SCBA equipment. There is a letter of interest that must be submitted and then they will invite you to apply if the letter of interest is accepted, for 25,000. Both of these are private grants and require no town money at all. Mike made motion to approve going for both grants, Skip 2nd and motion carried.

6. Conservation Commission- Brian Wagner and going from 5-7 members (discussion/Action) Chris Duff-Chair of the Committee, the request from last meeting was to approve Brian Wagner as a new member and then to expand from 5-7 members. They have no waiting list but would like to have more people involved. Mike wants to know the goals for the next year. Chis says that they are getting their footing after Garys departure, they are still wanting to control the invasives along the road side and working with Roland on the emerald ash borer. Motion to approve new member Brian Wagner by Fred and 2nd by Skip, motion carried. Motion to approve membership from 5-7 member board. Mike made motion and skip 2nd, motion carried.

7. Review and approve contract with East Engineering for north tributary bridge replacement project (Gary) Gary talked about the next steps on the North Tributary. We don't have all the funding secured and he does not advise starting until that is in place. He does advise moving forward on the contract with East engineering for the preliminary and final engineering design of the north tributary. We do not know time frames and because of that it has been extended into the 2027 construction season. One other thing that Tyler has done is some survey work around the bridge, he has come up with a concept, as we can't have an elevated bridge (as previously discussed) and has an idea in mind with only going 1-1.5 feet above the current elevation. This would alleviate the need to elevate driveways. He would recommend approving the contract, having Tyler sign and then hold onto it until the funding is in place, Mike wants to make that a contingency in the motion/contract. Jen wanted to know if he has talked to any of

the landowners, Gary says he has not, but Peggy said that she did speak to him for a minute about this. Mike asked about the duration of the project and if the precast has shrunk the time, Gary was unsure. Wants to add the provision of the project not starting until the funding is secure. "acceptance of this contract is contingent upon securing funding." Mike also wants people to remember what it looked like in 2023 and also 2011. Motion to add contract language ,moved by mike 2nd by Fred. Motion Carried.

2 conditions that we have to meet, environmental review, but they are backed up so we are unsure of when that will be complete. The other contingency is to get Memorandum of Understanding from all 4 landowners. We have only received 3 MOU's. The final one hasn't been signed only because they don't believe that this will solve the problem debris will still come down and create issues.

8. Participation in Vermont Council on Rural Development program- CCA has been working on this grant and this is an update on that. It is a grant for emergency action plans, for shelters etc. He talked about Hardwicks plan and how user friendly it is, as well as some of the things they do every year to keep themselves in the how to. Jen asked for this to be shared with Doug who is the current Emergency Management Director. Gary said without a clear direction that he doesn't recommend going forward with it.

9. FD radios (Discussion/Action)-The last time the amount was 70-80,000 and Dean said that things were missing and so he went and received a new quote that is at 103,000 as there are some chargers that were missing from the quote. Jen wants everyone to know that 2 of the radios will be coming out of the general fund for the west hill pond dam and for the emergency management director, those would be kept in the town offices until/when needed. Jen asked for a breakdown of the radios where do they go? Dean gave a breakdown. In the quote there is a 5,000 charge to install in the apparatus, dean does not want to do that as that would be a lot of driving and he would like them to come out to the VFD. Motion to approve Kenwood radios at the new quote of approx. 103,000. Leeway for the installation figure. Mike made motion Skip 2nd motion carried.

~~10. New loan signatures (Action)~~

~~11. Water and Waste water hook up Jenkins~~

12. Town Clerks office
    a. Orders
    b. Other Business—Electrical at common-we asked Aaron for a bid to put electricity at the common so that we don't blow breakers during 4th of July or when we have events on the Green. The board believes that we should get more bids (local) and that it will have to wait until next fiscal year, so it will not be remedied by next 4th of July.

       Beavers rec field-Louie called asking for the beavers to be taken care of behind the rec field. Gary says that the town should because Louie has agreed to 3.2 acres of riparian buffers along the river in order to meet the requirements for the north tributary bridge.

       North Road Logging -Hyde is going to start logging around East Long Pond and has requested access through the North Road (TH 36) as that is how they logged the last time they went back there and cut. They will bring the road up to condition for the trucks. The board said to put it on the agenda for Aug. 18.

13. Other Business- Amy-Signing of new load documents was taken off the agenda because we got 113,000 from the close out of Jug Brook project so she paid off the loan. Lovely Road will need a new loan for that project. She also met with the auditors about the flood account and the auditors said to close that account. We will have to open a new account for the North Tributary Bridge as that is a requirement.

    Contractor is going to start working on the energy resiliency stuff at the wastewater plant. The one thing that hasn't been done is for the solar. We still have a lot of money left in the grant. Sam's suggestion is for design and construction of solar at the wastewater plant. She thinks that we can save 55% at the WW plant. And just for the design on the willey building.

    Wastewater plant: Auditors asked when the last time rates were raised, we don't know they said there should be an increase every year by at least 3%. 166,000 vs expenses of 324,000. Trish asked when the pavement in front of the town garage happened and if it was in the budget. Sid says yes, we get 50,000 for paving and he has been adding extra aprons and pavement in front of the garage. Maria wants to know why they are discussing paving Whittier Hill. Sid says it is to try and stop the silt and sediment from coming down.

14. Highway Department Update – more bad news on Sid's truck there is a tooth broken inside on the transmission. The new amount is 2500-3000 for painting and then another 20,000 for the transmission. There is money in the equipment fund and that is where it will come from. Set meeting for noon on Thursday for Sid's truck additional funding. Started roadside mowing and going to start the sawmill road better back road grants. Thursday there is a culvert change on Bothfeld Hill road. Wants to pull the berms on Cabot Plains.

    Westshore culvert- Met with an owner on West Shore Road who has a culvert that goes under part of the house and doesn't daylight for at least 100 feet. There is nothing in our culvert/ROW ordinance that says you cannot hook onto the ROW culverts.

    Lovely Road setting footers tomorrow (Wednesday).

    Tuesday morning Sid is going to pull the rest of the dam out and they will start the dry hydrant on West shore Road.

    He has been in contact with Ben about the dry hydrant on 215 N (Greaves) and will be available if needed.

    Salt went up another 8$ a ton. He sent an email asking about salt and the issues that we saw last year. He has approached other towns about going in all together to get a better price on salt.

    Motion to go into executive session by Mike 2nd by Fred and motion carried at 8:10.

15. Executive Session-Sid's evaluation Motion by Fred to come out of executive session at 8:33, motion carried.

16. Motion to Adjourn- Motion by Fred at 8:35 to adjourn. 2nd by Skip, motion carried.

Meeting summary

Quick recap

The Cabot Select Board held their regular meeting on Tuesday, August 4th to discuss various town matters including public safety, infrastructure projects, and administrative updates. The board approved Liz's request to pursue grant applications from both the Gary Sinise Foundation and Leary Firefighters Foundation for new SCBA equipment, with both grants being private funding requiring no town money. The Conservation Committee's expansion to seven members was approved, with Brian Wagner confirmed as a new member. Gary presented a contract with East Engineering for the North Tributary Bridge replacement project, which the board approved with a contingency clause requiring appropriate funding from the Vermont Community Development Program. The board approved the purchase of Kenwood radios for approximately $103,000, including installation, to improve fire department and emergency management communication capabilities. Several infrastructure items were discussed including electrical upgrades on the common, beaver management issues at Guzman's property, and potential logging access through North Road, with these topics scheduled for future meetings. The town's wastewater plant financial challenges were addressed, with auditors recommending annual rate increases to cover operating expenses, as current user fees only generated $166,000 against $324,000 in expenses. Highway department updates included ongoing road maintenance, culvert work, and discussions about salt supply contracts and truck traffic impacts from the local creamery.

Next steps

Summary

Select Board Meeting Updates

The meeting began with discussions about boiler repairs and volunteer work in the community. The Select Board then convened and approved the agenda with two items removed: new loan signatures action and water and wastewater hookup for Jenkins. The board also moved to approve the minutes from the July 21 and July 23 meetings, though the transcript ended before the vote was recorded.

Select Board Meeting Updates

The Select Board approved minutes from July 21 and 23, 2026, with no objections raised. Gary reported that Louis Guzman requested to donate a half-acre parcel to the town, excluding a weather vane. The board discussed updates to fire permit information, with Dean noting that 14 permits were issued recently but the website hasn't been updated yet. Liz sought approval to apply for SCBA equipment grants from the Gary Sinise Foundation and potentially the Leary Firefighters Foundation, both private grants that would require no town funding. The board approved Liz's request to pursue both grant applications. Chris Duff, chair of the Conservation Committee, requested approval for Brian Wagner as a new member and to expand the committee to seven members, though no additional applicants were present.

Conservation Committee Expansion and Bridge

The meeting focused on two main items: expanding the Conservation Committee from 5 to 7 members and approving a contract with East Engineering for the North Tributary Bridge replacement project. The committee approved Brian Waggner as a new Conservation Committee member and voted to expand the committee to 7 members. Regarding the bridge project, the Selectboard approved amending the contract language to make acceptance contingent upon securing grant funding from the Vermont Community Development Program, with Gary authorized to send the modified contract to Tyler Billingsley for signature. The grant award remains pending due to two conditions: an ongoing environmental review and the need for Mary Ann Morrison to sign a memorandum of understanding, though she expressed concerns about the proposed solution addressing debris issues.

Flood Mitigation and Emergency Preparedness

The meeting focused on two main topics: flood mitigation and emergency preparedness. Regarding flood mitigation, Brittany discussed concerns about debris flow with a new flood bench structure, noting that while the replacement bridge design aims to reduce risk, there are uncertainties about debris accumulation and the need for ongoing maintenance. The group decided to have Tyler speak with property owners about debris issues and review upstream photos from the 2023 flood to better understand the challenges. On emergency preparedness, the discussion centered on improving the town's emergency management plan, with Gary recommending that the town review Hardwick's plan as a model rather than using the current template from Vermont Emergency Management. The group also addressed the need for an emergency generator, particularly for the school, and discussed fire department radio equipment purchases, with current quotes from Kenwood and Motorola at $103,000 and $125,967 respectively.

Equipment Purchase and Electrical Project

The board approved the purchase of a Kenwood radio package for the department, with Chief DC explaining the breakdown of 11 apparatus radios, 5 mobiles, and 2 dual-band portables. The discussion then shifted to an electrical project on the common, where the board decided to postpone approval of Aaron's $837 quote until they can gather additional estimates from other electricians and include excavation and Green Mountain Power costs in the next budget cycle.

Infrastructure and Environmental Planning Issues

Brittany discussed several infrastructure and environmental issues requiring attention before the next 4th of July. She addressed a beaver dam problem at Guzman's property, noting that while the town doesn't own waterways connected to the dam, there was an agreement to implement a 3.2-acre riparian buffer as part of a FEMA hazard mitigation grant requirement. The discussion revealed complexity around timing, as the buffer project won't begin for two years, potentially creating conflicts with beaver management. The conversation ended with a discussion about a logging company's request to use the discontinued North Road for accessing East Long Pond, though questions remain about the road's current status and whether it should and could be used for logging operations.

Solar Plans

She explained that a $113,000 FEMA payment allowed them to pay off an existing loan early, and auditors recommended closing their separate flood account to improve financial tracking. Brittany also announced plans to proceed with an RFP for solar installation at the wastewater plant, with potential savings of up to 55% or $20,000 annually, and Sam will help prepare the RFP to be issued next week.

Wastewater Plant Financial Challenges

Amy discussed the financial challenges of the wastewater plant, highlighting that user fees income of $166,000 was insufficient to cover expenses of $324,000. She recommended exploring bonding options through the bond bank to address the current deficit and future capital expenses, as raising user fees alone would not be sufficient to cover costs. Amy also emphasized the need for a long-term plan and suggested pushing ANR for additional funding to prevent the system from failing.

Highway Maintenance and Budget Updates

The meeting covered several key topics including highway maintenance, budget discussions, and infrastructure updates. Sid reported on a truck transmission issue requiring additional funding of $20,000, which will be discussed in a special meeting on Thursday. The highway department plans to begin road-side weed cutting and has identified several culvert maintenance needs, including a specific issue where a culvert runs under a house that needs relocation. The board also discussed salt supply challenges, with prices increasing to $109 per ton, and explored potential collaboration with nearby towns to secure better pricing and logistics.

Thursday Aug 6, 2026-Special Meeting – Jen Miner, Skip Bothfeld, Peggy Miller, Mike Hogan, Jeanne Johnson, Gary Gulka, Amy Monahan

Summary

The Special Meeting for the Cabot Select Board was called to discuss truck refurbishment. Gary reported that he had sent a contract to Tyler Billingsley for approval, which included provisions about funding from community development and the need for a grant award before work could begin. Gary mentioned that Tyler had scheduled a drill to conduct borings around a bridge as part of the planning process.

Drill Boring Project Delays

Gary discussed challenges with scheduling drill boring work for a project, as the contractor indicated a 4-month delay due to limited availability and restrictions on pre-award activities. The possibility of using CCIF funds as an alternative, but noted this would require a board vote and clarification on reimbursement eligibility. The environmental review, which is being conducted under contract, is behind schedule, and the grant award itself is pending completion and approval of this review, which could take another month.

Project Status and Progress Updates

Jen acknowledged the hard work put into the project by Gary and the town, but noted that significant progress is still pending due to external factors such as waiting for an MOU and environmental review. She emphasized that despite some delays and obstructions, the project remains important and needs to move forward. The discussion highlighted the current status of the project and acknowledged the ongoing waiting period.

Project Funding and Allocation Discussion

Jen discussed contacting Tyler about a project that is expected to receive funding, though there is a delay in the award process. She then explained that Sid had contacted her about significant issues with his truck refurbishment project, including a broken gear tooth in the transmission that would cost $6,500 to replace. Jen informed Sid that a special meeting would be held to consider an additional $20,000 allocation for the truck refurbishment project.

Truck Refurbishment Funding Approval

The board discussed approving an additional $20,000 for truck refurbishment, bringing the total to $35,000. Jen explained that Sid had found a transmission issue and estimated the total cost would be about half the price of a new truck. The board approved the additional funding, with the money to be taken from the planned $25,000 equipment fund allocation.

The board also noted that Sid plans to sell the dump body for $15,000-$20,000, which will help offset the equipment fund. Motion To approve additional spending of up to 20,000 by Mike and 2nd by Peggy. Amy asked where this money was going to come out of? Jen said the equipment fund. All are in favor, motion passed.

Motion to Adjourn by Peggy at 12:16 and 2nd by skip, all were in favor.

Respectfully Submitted,

Brittany Butler

Dog ordinance hearing- Minutes

In attendance: Jen Miner, Skip Bothfeld, Fred Ducharme

Jeanne Johnson, Brittany Butler, Doug Cooke, Trish cox, Brian Wagner.

Hearing opened at 5:30pm. It was asked if there was public comment and then discussed the changes that happened with the ordinance, mostly the monetary amount and time that a dog could be held.

Motion to adjourn at 5:44 by Fred 2nd by Skip.

Respectfully Submitted,

Brittany Butler
Town Clerk

Knox Box Ordinance Hearing

August 4, 2026 at 5pm

In attendance: Jen Miner, Skip Bothfeld, Fred Ducharme

Jeanne Johnson, Brittany Butler, Doug Cooke.

Jen opened the Hearing at 5:00pm They reviewed the ordinance and opened discussion for the public.

Motion to adjourn by Fred at 5:09 and seconded by Skip.