

Final SELECTBOARD MEETING AGENDA
Posted 8/29/2026
Tuesday September 1, 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

Skip Bothfeld, Mike Hogan, Jenn Miner, Jeanne Johnson, Amy Monahan, Brittany Butler, Eric Bach, Tim Greaves, Doug Cooke, Kim Coldicott, Tom Considine, Frank Kampf, Maria Acchione, Shane Smith, Mark Doblier, Will Ameden, Karen Larsen, Jen Ivory, Dean Deasy

1. Call Meeting to Order-at 6:00pm 3 members
2. Approve Amended Agenda: Skip moved Mike 2nd -changes additions Treasurer
3. Approve Minutes from August 18, 2026 – Mike move skip 2nd motion carried
4. Public Comment-

Road run off Tom Considine- Driveway in the village and the run off into the driveway. Every time it rains it erodes the driveway.

Trish wants to know if there is any more action for the potential logging on the North Road.

5. Eric Bach Introduction-Running for house of representatives. He brought some information about himself. Wanted to introduce himself and leave contact information. Jeanne wants everyone to know that on sept 23 there will be a candidate forum.
6. Molly's Falls discussion- Jenn Ivory came to speak. She is the park ranger for Mollys falls state park. They have had several accidents at the entrance to the park. She is asking for a letter from the selectboard to have a traffic study done in that area of route 2. The speed limit is 50 currently and it takes over 175 feet to stop in perfect conditions. Dean says the FD supports this decision/study as they are frequently called to that area for accidents. Mike agrees that it is a good idea. Motion to send letter requesting traffic study around the area of Mollys falls park entrance, and Mr. Brown for a contact, in charge of safety. Motion Carried.
7. Local Emergency Management Plan-Doug Cooke came to talk about changes to the local emergency management plan. Doug has updated the plan internally, state of Vermont only wants updates once a year. Contacted the school to ask about the showers, they are working and clean. Contacted Chief Don Stevens to ask about additional shelter options for the town, he is very willing to work with the town. Sid says that we have PTO generators. Doug wants to know if they are functional. Jen believes that there are 2 generators in the recycle building. She agrees that we need to test them. Doug will contact Sid to see if they work. Chief Deasy wants contact for Chief Don Stevens. Karen has a quick question on the west hill pond emergency action plan. She believes there is several names that need to be changed and there should be a yearly meeting, which is approaching. Also wants to know if there is any list for emergency numbers, or robo calls. Jenn says that there is only VT Alerts. Mike says that he wonders if we can solicit numbers during voting to compile a phone list/Email list.
8. Danville Hill Wellhouse/action Mike says to use money from the water fund to make some beautification. Brittany will talk to Allen and Jack to see if they can make time for it.
9. Dry Hydrant 215 N-Greaves- They went with the lowest bid, but now there is concern about the other side of the pond that when drained it will collapse. This is not covered under the grant funding and will not be paid for. The location is about 75feet from where the dry hydrant is located. This is an important location to maintain for our ISO rating. Dean is wondering if we go back out to bid or what the next steps will be. Skip asks if anyone has done work to it. Mr. Greaves says not since he put in the pond. Do other communities use that water source. Dean says time is of the essence. The next hydrant is at Bricketts Crossing. Jenn says should we go out to bid. Are we close to the 20,000 mark? Mike believes a complete rebid. Dean believes it will be 18-19,000. Who is placing the RFP? Dean says Town Clerk should do the RFP since we are approaching 20,000. He will have it to me tomorrow or the next day. Motion to rebid dry hydrant by Mike and 2nd by Skip, Motion Carried. Can Brittany make the winning bidder aware that it is going out to bid. Yes she says. She will also

email the other bidders once the RFP is complete.

10. Ordinance discussion/action- Recently we amended some ordinances, there are some other ordinances that need some amending, water, wastewater, rite of way/culvert. Jenn relayed a conversation that her and Brittany had with the sheriff. He suggested the board motion to open the roads to ATVs and say that we are working on an ordinance. They are working on something similar in Calais. This would make it so that the Sheriff can concentrate on only those not following the rules of the road and not every ATV on the roads. Ruth suggested a yearly fee for those that want to use the roads and that money can be used for whatever the board decides on if the board chooses to create an ATV ordinance. E-mails from residents for or against are welcome. No action was taken other than choosing the rite-of-way ordinance to work on next meeting.
11. Zoning issue-215N-discussion due to lack of attorney communication—This is just to show that we are trying to work on this issue and it is not being forgotten. Mike and Jenn are going to have a face to face with the town attorney.
12. Listers- Errors and omissions-Action- The Solar array, was taxed on education although statutorily they are exempt from education tax. Motion to approve the errors/omission Mike 2nd skip motion carried.
13. Wastewater gate at reservoir/action There was an accident and the chain and posts were taken out. The woman that had the accident called and is requesting to purchase the poles and chain to replace. Motion by mike to have Brittany reach out to her and get bids for putting the poles in.
14. Town attorney-discussion/action -Amy had contacted several attorneys as we have not had contact with our town attorney to see if we can get another attorney to help with some issues that we need handled. The board is going to wait to see what and if we can meet with Mike Tarrant.
15. Water and wastewater
 - a. Rate increase-action-163,000 in fees for last year, the operating expenses were 240,000. This is not feasible. Mike asks if this includes the new skid, membranes, the answer was no. Mike talked with Bonnie Wanniger from VLCT to start pursuing grants for the wastewater plant. Mike says that he has gone after this grant in the past but we need to keep trying. Current rate is 1000 a quarter. Mike would rather try and find some funding as opposed to raising rates. Jenn says that we can't triple user fees and we aren't going to double our users. Amy says that the auditors suggested.
 - b. Hook up on 215 south discussion-Tabled until we have a plan from the state.
 - c. Other business
16. Town Clerk's Office
 - a. Orders- signed
 - b. Department of Liquor: 7 permits for Cheese and Culture festival/action Mike read the permits that are requesting permits for the cheese and culture and motion to approve the 7 permits for the festival skip. Maria asks if they are also selling spirits.
 - c. Other Business -beaver update—there is currently nothing to report we had heard he got one at Bricketts Crossing but we have not heard anything about the dam behind the rec field.
17. Treasurer lovely road loan – We received our certificate of completion for the lovely road project. Which also 975,000. Only 75% is paid by fema so the town has to pay 240,000 of that. She needs to go after a loan to pay the bills that we have yet to pay. She will have all of the paperwork ready before the next meeting for the loan.
18. Other Business-Deasy-follow up about the tablet for the warden. Amy says that we have 3 tablets in the clerks office that are not being used. She is going to reach out to rural solutions to see if they can make them work.
19. Motion to Adjourn 7:15 pm Mike motion and Skip 2nd. Motion carried.

Summary

Cabot Select Board Meeting Updates

The Cabot Select Board meeting began with agenda approval and minutes from the August 18th meeting being approved. Tom Considine raised concerns about road runoff affecting his property, showing videos of drainage issues and requesting potential solutions. Trish Cox inquired about updates regarding potential logging on North Road, but Brittany reported being unable to contact Andrew Myer for information. The conversation ended with Eric Bach introducing himself as a state representative and offering to share information with the board.

Traffic Study and Emergency Planning

The board agreed to support a traffic study at Molly's Falls by writing a letter to AOT, with Jen Ivory presenting safety concerns about the driveway entrance including stopping distances and passing zones. The group discussed updates to the local emergency management plan, including contact information changes and verification of shower facilities at the school as an alternate shelter site. The board also addressed PTO generators that need testing for emergency use and agreed to contact Sid about testing these generators before winter.

Emergency Action Plan Updates

The group discussed updates to the emergency action plan, including the need for an annual tabletop exercise and the creation of an emergency contact list. Karen suggested collecting email addresses from voters as a way to build the contact list, though legal concerns about public records were raised. The meeting also covered the Danville Hill Well House, which needs maintenance after tree clearing, with suggestions to pressure wash or paint the building.

Dry Hydrant Project Rebid

The board decided to rebid the dry hydrant project at 215 North on the Graves property, including additional rock wall repair work that was not in the original scope. Chief Deasy will provide a paragraph describing the additional work for the town clerk to add to the original and the town clerk's office will handle advertising the new RFP with an approximate two-week bidding period. The board agreed to potentially hold a special select board meeting on September 17th to review the new bids, with the goal of completing the project before the end of the season.

Select Board Meeting Updates

The Select Board discussed several key topics including ATV/vehicle regulations, legal matters, and wastewater operations. Regarding ATVs, the sheriff reported having to stop all riders due to lack of town ordinances, unless/until the board makes a motion to open the roads and a timeline of when an ordinance will be drafted and the board agreed to prioritize reviewing the culvert/right-of-way ordinance at the next meeting on September 15th. The board addressed ongoing challenges with their municipal attorney Mike Tarrant, who has been unresponsive to communications, and discussed potential alternatives including a Burlington-based firm. The wastewater system showed a significant operating deficit of \$70,000 annually between revenue and expenses, leading to plans for pursuing grant funding, to address both operating costs and needed capital improvements. The board also approved seven tasting/sale permits for the upcoming Cheese and Culture Festival and discussed beaver management issues, including a large dam behind the recreation field that needs monitoring. Finally, they addressed

the completion of the Lovely Road project which came in under budget at \$975,000, though the town will still need to carry \$240,000 due to only receiving 75% FEMA reimbursement.

Attendees: Brittany Butler (Organizer), ben moll (External), Google Pixel 10 Pro (External), Alisson Hogan (External), Ruth's iPhone (External), Jennifer Churchill (External), Stephen (External), ben moll (External), Michael Miller (External), Trish Cox (External), Kris Schmitt (External), NEK News (recording) (External)