

MINUTES OF THE CABOT SELECTBOARD (SB)  
18 JULY 2007 MEETING

The Cabot Board of Selectpersons did meet, as warned, at the Willey Building on 18 July 2007 at 7:00 p.m..

Attending were: Andy Leinoff, Ted Domey (SB Member), Larry Gochey (SB Member) and Caleb Pitkin (SB Chair), Velma White (Assistant Town Clerk – Treasurer), and Doug Harvey.

Selectboard Agenda, copy attached hereto, reviewed and duly noted.

Caleb called the meeting to order at 7:05 p.m.

1. Agenda Item (AI) 1 – Approval of Minutes. Ted moved to approve the minutes of 2 May 2007 and 18 June 2007 as printed; Larry seconded. No discussion, motion passed unanimously.

2. AI 2 – Public Comment – No public comment.

3. AI 6c – Urban Development Action Grant (UDAG) Account Discussion. Andy recommended that the board adopt a resolution (attached) authorizing the UDAG Committee Chairman, currently Andy, and the interim Cabot Town Treasurer, to be announced, to write checks on the UDAG Fund checking accounts.

Discussions concerning management of the UDAG funds ensued. Andy indicated that currently the UDAG committee is providing \$2500 per year to the Town Treasurer to perform the UDAG treasurer's duties. The UDAG committee feels that the \$2500 could be better utilized, possibly adding additional funds to the scholarship fund. Thus, he recommended that the UDAG Treasurer's responsibilities transfer from the Cabot Town Treasurer to the UDAG committee. The SB agreed that all administrative responsibilities, including the treasurer duties, be transferred to the UDAG committee. Velma agreed to collect and pack up all UDAG documentation and provide it to Andy. Larry requested and Andy provided an update on the UDAG funds.

4. Ted moved to enter Executive Session to discuss personnel issues; Larry seconded. No discussion, motion passed unanimously.

Entered Executive Session at 7:45 p.m. – Out of Executive Session at 8:00 p.m..

5. Larry moved to appoint Doug Harvey as the interim Town Clerk; Ted seconded. No discussion, motion passed unanimously. Larry moved to appoint Doug Harvey as the interim Town Treasurer; Ted seconded. No discussion, motion passed unanimously. The SB decided to postpone making an appointment to fill the Lister position. Ted

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agreed to contact Kathy DeWolfe, Director Elections Division, to determine if filling the Lister position could wait to the 2008 Town Meeting.

6. Ted moved to accept Andy's UDAG resolution (see item 3 above) as written; Larry seconded. No further discussion; motion passed unanimously. Signed resolution given to Andy to provide to the bank for file.

7. AI 3 – Administrative Duties

AI 3a – Ted moved to accept the 2007 Municipal Property Tax Rate as follows:

General:	\$ .1902
Highway:	\$ .3108
Local Agreement:	\$ .0002
Total:	\$ .5012

Larry seconded the motion. No discussion, passed unanimously.

AI 3b – Letter of Agreement (LOA) for Computer Appraisal Services from VT Property Valuation and Review (PVR); SB members reviewed the same. Larry moved to accept and sign the LOA; Ted seconded. No discussion, passed unanimously, SB members signed the same.

AI 3c – AG Edwards – Corporation Account Cash Agreement Form; SB members reviewed the same. Larry moved to accept and sign the Agreement; Ted seconded. No discussion, passed unanimously, SB members signed the same.

AI 3d – Mutual Aid Agreement for Firefighting Services between Cabot and Danville; SB members reviewed the same. SB members requested the agreement be provided to Walter (Skip) Bothfeld Jr., Cabot Fire Chief, for review and approval before they will sign.

AI 3e – Ultramar Heating Fuel Agreement Form (Overdue); SB reviewed the same; Larry will contact Ultramar to negotiate the fuel cost.

AI 3f – Cabot Skylighters Landowners Permission Form; SB reviewed the same; SB members requested a member of the Cabot Skylighters attend the next SB meeting to discuss.

No further Administrative Duties.

8. AI 4 - Correspondence

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AI 4a – 911 Emergency Service for Ennis Road – Lori Clark; SB reviewed the same; Caleb stated he would write a letter to Lori, to inform her of the process required to resolve this issue.

AI 4b – Federal Emergency Management Agency (FEMA) – Final Community Coordination Meetings for Flood Insurance Rate Maps; SB reviewed the same; No action required.

AI 4 c – Agency of Natural Resources – Notice of Draft Amendment to General Permit 3-9020 (2006) (Storm Water Construction Runoff from Construction Sites); SB reviewed the same; No action Required.

9. AI 5 – Legal – No legal business to discuss.

10. AI 6 – Other Business

AI 6a – Dog Issues; SB reviewed three letters from residents (Lori Clark, Melissa Mason, and Jennie Gilbert) concerning dog attacks and “dog do-do” problems; general discussion ensued. SB requested invitation be presented to Lori Clark, Melissa Mason, Jo Guertin (Animal Control Officer) and Bud Greenburg for attendance at the next SB meeting to further discuss the dog issues. Larry volunteered to have signs made and installed around town to remind owners to police up after their own animals.

AI 6b – Zoning Fees – Need for Increase; SB discussed the need for increasing the zoning fees, several suggestions were discussed. SB requested Carlton Domey develop and provide a proposed fee schedule for review at the next SB meeting.

SB also discussed how to proceed in receiving reimbursement for bills received for legal fees with the Telecommunication facilities project. SB requested Doug and Velma review the Telecommunication Ordinance to determine what application fees should have been assessed and to contact Roy Folsom about holding the permit until the fees were collected.

AI 6c – UDAG Account Discussion; SB discussed under item 3 above.

AI 6d – Review Applications for Open Town Positions; SB completed this AI during their Executive Session. Caleb will provide letters to all applicants informing them of the SB decision, thanking them for their submissions and to encourage them to consider running for election at the 2008 Town Meeting.

AI – New – Chatot/Forant Properties; Caleb provided a package submitted by Chatot concerning an illegal structure being built on the Forant land; SB reviewed and discussed the same. Need to check if a building or sewer permit was ever issued to Forant. Issue will be discussed at next SB meeting.

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11. Larry moved to adjourn the meeting; Ted seconded. No discussion, meeting adjourned at 9:30 p.m.

Respectfully submitted:  
Douglas Harvey; Town Clerk – Treasurer

**The next regularly scheduled Selectboard meeting will be held  
Wednesday August 1, 2007 at 7 pm**