

SELECTBOARD MEETING MINUTES

Tuesday, January 3, 2017 at 7:00 PM

1. The meeting was called to order at 7:00 p.m. Those attending were Fred Ducharme, Jack Daniels, Ted Domey, Bernie Shatney, Mike Hogan, Karen Deasy, Michelle Leclerc, and Betty Ritter.
2. A motion was made by Fred and seconded by Mike to approve the agenda with the addition of adding the Planning Commission, motion carried.
3. Approve following minutes:
 - a. A motion was made by Ted and seconded by Fred to accept the December 20 Budget Committee Meeting minutes with a few minor corrections. Motion carried.
 - b. A motion was made by Fred and seconded by Bernie to accept the December 20 Selectboard Meeting Minutes with a few minor corrections. Motion carried.
4. Public Comment – Fred had a comment from Paul Bancroft in regards to the plowing at the pump station by his house that his lawn is being dug up. Karen will contact the road crew regarding this and we will discontinue plowing this area. Bernie also asked that the Masonic hall be shoveled out on every other Wednesday for the food drop. She will contact Tommy regarding this to make sure this is done. Jack also wanted to invite those involved with the Christmas Tree project around Cabot to the next SB meeting to thank them with a declaration on behalf of the Town for this beautiful project. Fred also reported they served around 220 people (including take outs) at the fourth annual Christmas dinner. They had many volunteers and food donations. Thank you for a job well done.
5. Larry's Ball Field Lease – We will keep this as is and will send Larry the \$1.00 for the use of the field for 2016 and 2017.
6. Public Safety and Security Work Groups – Mike will set a date for the Public Security group and Ted will set a date for the Public Safety before the next general meeting which is tentatively set for January 24. Betty will be checking with the state police on the date of this meeting.
7. 2016 Budget Status and 2017 Budget Development – A motion was made by Fred and seconded by Mike to release the sinking funds from the fire department, the listers' education, and conservation committee for the 2017 budget. This can be accomplished because we are on an accrual system and no longer have a sinking fund or restricted funds. The motion was carried. There will be a Public Informational Meeting on Thursday, January 5th at 7:00 p.m., and our next budget meeting will be on Tuesday, January 10 at 4:00 p.m. This will be the last budget meeting before we submit this to the internal auditors for the Town Report.
8. Personnel Policy – We amended a portion of the personnel policy at the emergency meeting on December 28, 2016 (this was originally scheduled for December 29, however with the anticipated snow storm we called an emergency meeting to work on the section needed by the first of 2017). There were three members of the SB present at this emergency meeting, and Jack wanted to have this approved tonight by the entire SB. A motion was made by Fred and seconded by Mike to accept this amendment. Motion carried. It was stated that we need to update other sections of the Personnel Policy and we will work on these sections in the upcoming meetings. Any changes or corrections should be sent to Betty and she will incorporate them in the Personnel Policy to show the suggested changes. She will send a list of those sections that should be updated.

9. Water/Wastewater System – Karen passed out the proposed budgets for Water and Wastewater. A motion was made to approve these budgets for 2017 by Bernie and seconded by Fred. Motion carried. A motion was made to set the Water and Wastewater rates the same as 2016 by Fred and seconded by Mike. Motion carried. Karen reviewed the wastewater usage. A motion was made by Fred and seconded by Bernie to approve the allocation schedule and seconded by Bernie. Motion carried.
10. Town Clerk's Report
 - a. Signing of orders – the orders were passed around and signed.
 - b. Tax Deficit Loan – we have secured this loan with Union Bank (as they were the lowest interest rate) and the money was been deposited in our general account on December 29, 2016.
 - c. To Do List
 1. Betty wanted to remind the SB that we will have a blood drive for the first time in Cabot on Monday, January 16, 2017 and encouraged everyone to get the word out. Betty will be putting this on the FPF.
 2. The lighting has not been installed at the Recycle Center. Jack will be checking on this.
11. Road Commissioner's Report
 - a. We received the report on the Highway and Bridge Weight restrictions for the current year. A motion was made by Fred and seconded by Ted that we accept these restrictions. Motion carried. Jack mentioned that if there should be any further restrictions necessary for the Town that we would address them as needed.
 - b. The road crew has been informed of the winter hours that are 6:00 am to 2:30 pm Monday through Friday.
12. Planning Commission meeting is meeting on Thursday, January 5 at 6:00 p.m. and would like to have the SB join them to go over the Town Plan.
13. Other Business – there was no other business.
14. A motion was made by Bernie and seconded by Fred to adjourn the meeting. Motion carried. The meeting was adjourned at 7:38 pm.

Respectfully submitted,

Betty Ritter,
Cabot Town Clerk/Treasurer