

**POLICY MEETING AGENDA**  
**Tuesday, November 14, 2017 at 5:00 PM**

Those in attendance were Mike Hogan, Bernie Shatney, Jack Daniels, Karen Deasy, Michelle Leclerc, and Betty Ritter

1. The meeting was called to order by Mike Hogan at 5:05 p.m.
2. A motion was made by Bernie, seconded by Jack. Mike asked if there was anything to add to the agenda. Ted asked Mike to add a review of the Dog Ordinance. Mike wanted to add questions about Snow Plowing, Betty had an approval for Special Event for December 16 from Caledonia Spirits, and Karen would like some information regarding Flood Hazard Regulations. The motion was carried with additions.
3. Policies:
  - a. We went over the Personnel Policy, and after a few small changes, Jack moved that we approve the Town of Cabot Personnel Policy as written and seconded by Bernie. Motion carried.
  - b. Conflict of Interest Policy – this was reviewed with the comments from VLCT. A motion was made by Fred and seconded by Bernie. Motion carried to accept the policy.
  - c. These policies will be put on the website.
4. Other business
  - a. Dog Ordinance – Ted submitted a copy of the draft for this ordinance. The Selectboard reviewed it and we will put on web site for comment from public to be returned by December 4 to the Town Clerk's office.
  - b. Snow Plowing – When we have a call come in during working hours or after hours, we need to make sure that they are channeled through Road Commissioner.
  - c. Karen passed Flood Hazard regulations were passed out to review by our next Selectboard meeting.
  - d. Special Event – A motion that we approve Special Events by Caledonia Spirits be approved, seconded by Bernie. Motion carried.
5. A motion was made to adjourn the meeting by Jack and seconded by Fred. Motion carried. Meeting was adjourned at 6:11 p.m.

Respectfully submitted,

Betty Ritter, Town Clerk/Treasurer

**BUDGET WORK SESSION AGENDA**  
**Tuesday, November 14, 2017 at 6:00 PM**

Those in attendance were Mike Hogan, Bernie Shatney, Jack Daniels, Karen Deasy, Michelle Leclerc, and Betty Ritter

1. The meeting was called meeting to order by Mike at 6:11 p.m.
2. A motion was made by Fred and seconded by Jack to approve agenda. Mike asked if there were any additions. Jack stated he would like to add Budget Work Session. The minutes were approved as amended.
3. Budget Work Session – We will begin next Monday to look over the budget vs. actual from July 1, 2016 through June 30, 2017 and year to date and Karen presented the highway budget to go over. Michelle will print out an actual from July 1, 2016 through June 30, 2017 to give an idea as to what we will be looking at. Betty will be contacting those that need to submit a budget.
4. Other business – there was no other business.
5. A motion was made by Fred to adjourn and seconded by Jack. Motion carried. Meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Betty Ritter, Town Clerk/Treasurer