

SELECTBOARD MEETING
TUESDAY, DECEMBER 4, 2018 AT 6:00 P.M.

Those attending: Selectboard: Michael Hogan, Jack Daniels, Fred Ducharme, Bernie Shatney

Town: Karen Deasy, Michelle Leclerc, Betty Ritter

Community Members: Bob Burke, Erica Burke, Lynn Jones, Ceclia Gulka, Aldo Nunn, Jeff Haslett, David Pike, John Cookson, Larry Gochey

1. The meeting was called to order by Michael Hogan at 6:04 PM.
2. Approve Agenda – A motion was made by Bernie and seconded by Fred to accept the Agenda. Mike then asked if there were any additions. He would like to add under Other Business – the replacement of a Library Trustee; Trails Group would like to receive approval on their form for the trails; and dedication of the Town Report. Fred would like to discuss the need for backup power at an emergency shelter in Cabot, and Karen would like to add a legal issue to discuss in Executive Session. The amended agenda was approved with these additions.
3. Approval Minutes of:
 - a. November 13, 2018 Budget Meeting – Fred moved that we accept the minutes as written with a second by Bernie, motion passed. Jack abstained.
 - b. November 13, 2018 Selectboard Meeting – Bernie moved that we accept the minutes as written with a second by Fred, motion passed. Jack abstained.
4. Public Comment – Bob Burke had a couple of questions regarding Cabot Plains Road on the entrance to the route 215. He has concerns on the safety of the entrance. Karen commented that it was narrowed down to slow down the traffic to turn on Cabot Plains Road. Other issues were site lines coming from the other way. There's no safety sign by the cemetery. Jack stated that Dubray Road should have a yield sign. Jack would like to have the Karen check into this. Karen thinks there should be a stop sign at the end of Dubray Road. Erica Burke has brought up several times to the Selectboard in the last few years. Karen will check the policy to see if the policy says yield or a stop sign. Then she will notify the Selectboard and they in turn will let the Burkes know of the outcome.
5. Errors and Omissions – the Lister's have changes to the grand list: Pitney Bowes was used by Zutano is not being used anymore. A motion was made by Fred and seconded by Jack to reduce grand list. Motion passed.
6. Town Auditors – Lynn Jones and Cecelia Gulka spoke about the proposed change in language on the Service Appropriations form regarding the date change for the petition. Cecilia discussed the policy: a Cabot Appropriation or an out of town Appropriation have two different ways of being approved and felt they should be consistent. Cecelia reviewed all of the requests. Three appropriations have requested an increase. Cecelia would like to reject a new one because they didn't follow the policy. Betty will send a letter to the group requesting this with a copy of our policy.

Lynn received five quotes for 550 reports and a printed postcard price. Repro came in at the lowest \$1,790. Fred moved that we accept the bid from Repro with a second by Bernie, motion passed. Jack asked that we consider dedicating the town report to the Cabot Creamery as part of their 100 year celebration. The Board will consider that request and any other and forward that name or names to the Auditor's.

Jack suggested that since we were talking with the auditors regarding the appropriation request and policy that we accept their changes instead of waiting further in the meeting. Jack moved that we pass the suggested wording on the policy, with a second by Fred. Motion passed.

7. Acceptance of CCIF Draft – Frank Kampf asking the select board approve this draft with the changes that have been made. The town will have to approve it at town meeting. Mike moved to approve the changes to the report with final approval at Town Meeting with a second by Jack. Motion passed. Jack suggested that we have a separate public meeting before Town Meeting regarding these changes.

8. Water and Waste Water:
 - a. Karen received an Allocation request from Topline Construction who owns 44 Danville Hill Road and converting it to a two unit apartment and will need to increase the wastewater allocation to 1.5 allocations. Larry asked if it needs a Board of Adjustment meeting. Karen said it only needs a zoning permit for two units. Fred moved to go from one to 1.5 allocations with a second by Jack, motion passed. Three units need Board of Adjustment involvement.
 - b. Fred would like to do something about the person who is plowing and parking on the Common triangle. Fred would like the car to be towed and have a sign put up there No Parking. Jack wants a written notice and a sign to be put up.
 - c. We still haven't heard back from the insurance company regarding water line project cost being covered. Fred is wondering if we should have a deadline on when we should close it out. Mike would like Karen to call Mike Tarrant regarding this, with a letter from our Attorney to the insurance carrier.
9. Road Commissioner
 - a. Project Schedule – Request form CCA to use three parking places in the Willey Building on December 15. A motion was made by Jack and second by Fred, motion passed.
 - b. Other Business – there was no other business.
10. Town Clerk
 - a. Orders – They have been signed.
 - b. Other Business:
 1. A note from the Washington County Clerk's office regarding a preliminary budget meeting December 13th.
 2. NEKWM public meeting will be December 11. Ben Davis will be contacted by Betty.
 3. Val Covell is unable to attend the meeting but is wondering about the driveway permit that was issued. Aldo doesn't see a problem there but a small car could have a hard time seeing another vehicle. Fred requested putting up signs. Jack agrees with Fred. Mike wanted to know what it will cost to put in the signs. Both Aldo and Dave suggested one sign.
 4. Policies Update – Tabled.
11. Other Business:
 - a. Library Trustee, Susan Dineen resigned and the Board suggested Angela Olge would be the replacement. A motion was made by Mike and seconded by Jack to approve this replacement. Motion carried.
 - b. Andrew Gilbert would like to receive approval of the landowner permission form. Mike Tarrant the town attorney, reviewed the form and has no issues. Jack moved that we approve the permission form by the trails group with a second from Fred, motion carried. The committee is asking to be made a permanent committee. Jack would like to have it discussed at the next select board meeting.
 - c. Fred discussed the idea of making the school an emergency shelter and being able to obtain a generator to handle everything (water, showers, food prep, heat, etc.). Fred is working on a committee to get this up and running.
12. A motion was made to go into Executive Session by Jack and seconded by Fred to discuss a legal matter and personnel matter. We went into executive session at 7:05 p.m.
13. Adjourn – Executive session ended at 8:00 p.m. A motion was made by Fred and seconded by Bernie to adjourn. The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Betty Ritter, Town Clerk/Treasurer