

## SELECTBOARD MEETING MINUTES

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Tuesday, December 16, 2025, 4:30 p.m, Old Schoolhouse Common and Zoom

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Present: Selectboard members Justin Campbell and Richard Baker; Selectboard Member Chris Whalen (arrived late); Town Clerk Bobbi Brimblecombe; Assistant Town Clerk Brittany Chouinard; Scott Ciampi (Road Crew); Steve Fiske and Bob Popp (Conservation Commission); Jim Brimblecombe (Building Manager); Lorraine Banbury (Zoning Administrator); Andrew Larosa (Architect/Consultant); Betsy Brigham, Deanna Martin, and Doris Dufresne (Budget Committee)

At 4:35 p.m. the meeting was called to order by Justin Campbell.

**Changes or additions to the agenda:** Stove for the Old Schoolhouse Common

**Minutes:** tabled

**Public Comment:** none

**Cabot Rd:** There was an accident in November that took out the new shoulder. The quote for repairs is \$18,000 for the shoulder, and \$2,500 for the paving. The vehicle insurance company is balking at paying for the repairs because they want proof of damages. They say they will send an adjuster but we don't know when. The board suggested talking to our insurance agent, and we will talk to the town attorney at the next meeting. Scott indicated that the road crew will do what they can to warn drivers about the damage.

**Conservation Commission grant:** Bob Popp explained that the commission would like to apply for grants for planting trees on the buyout properties. The first is a "Caring for Canopy" grant from Forests and Parks. That grant is \$5,000 to \$10,000 and requires a match that could be volunteer labor. Another grant from the Association of the Vermont Conservation Commissions is \$800 with no match. Bob recognized that the river study may recommend removing berms along the river and they don't want to plant where the berm is going to get removed. Steve indicated that they will coordinate with the study group. Bobbi explained that because of the nature of the hydrology study, the chosen projects will most likely be an engineering decision. She also explained that for the FEMA properties, there would need to be a plan approved by FEMA. Justin moved to grant the Conservation Commission authority to apply for the grants. Rich seconded – all in favor. Bob has done an ecological assessment of each buyout property and he will provide a write-up before the end of the year. He also expressed that the commission would like to wrap up the management plan for the Martin Bridge property.

**Onion River Campground:** Bobbi reported that the Town received a call from someone who indicated that there are still people living in campers, and there are people building a house with no permit. Lorraine Banbury reported that she had spoken with the Jacquelyn prior to the complaint, and Jacquelyn had reported that no one is living there. Lorraine is going to coordinate with the town health officer and also check in with the state agency of natural resources.

**Old Schoolhouse Common projects:** Scott indicated that the road crew can dig the trenches for the parking lot lights and the discharge from the elevator sump pump.

Bobbi reviewed a draft of the mitigation proposal. The town would apply for mitigation funds to complete the elevator sump, gutters, and waterproofing the basement. Andrew explained that the gutters may or may not withstand the snow. Jim explained that the gutter company recommends snow guards on the gutters. After reviewing the quote for the gutters, it appears to include snow guards. Chris asked whether should do flashing rather than gutters. The consensus was that we should do both.

Justin moved to apply for mitigation funds as indicated in Bobbi's proposal, including putting a sump in the elevator, and waterproofing the gym. Rich seconded – all in favor.

Bobbi explained that there is a HUD grant available for the building envelope, but we wouldn't find out if we received the grant until June. We have a FEMA project for the building grounds to rebuild the nature trail and lawn, and we can ask FEMA for an alternate project to use those funds for the building envelope or some other project. We need to apply for the FEMA alternate project before we would find out if we received the HUD grant. The Board discussed the various ways to apply for the different funds. They decided to apply for the HUD grant for a new heating system, and apply for an alternate project for the siding repair, painting, and fixing the gazebo. Andrew will finalize the RFP for the siding/rot repair, paint, and gazebo repair.

**Stove:** The Librarian has asked the Board how they intend to get rid of the old stove and how they are going to have the new stove installed. The Board suggested that the new stove could be stored in the dining room until the electrical work is done and the propane is disconnected. Chris suggested that we tell the Library that the town is paying for the electrical work, and they are responsible for the installation. Chris stated that it was also his understanding that the stove project was to be handled through the library grant. Justin stated that the town is under no obligation to have a kitchen. The Board agreed that the Library can have any funds from selling the old stove to credit towards the purchase of the new one, and the Library is responsible for the project.

**Budgets:** Bobbi presented revised budgets. Without considering the FEMA projects, the current budget is up 9.6%. When the FEMA projects are included, we have a \$1,000,000 shortfall, which represents 83% of the town tax revenue. The Town will need to finance the bridge and culvert projects. Bobbi is working on possible sources of financing.

**CDBG Grant:** The Board adopted a resolution approving the grant agreement and authorizing Chris to approve it in the grants portal. This grant is paying for the flood investigation at the Old Schoolhouse Common.

**Stranahan:** The Board signed a contract with Giroux Masonry for plowing the parking lot at the Town Forest.

**Generators:** The Board signed maintenance agreements with Yankee Generator for the Town's

three emergency generators.

**Expenses, Permits & Payroll:** Selectboard members read and approved reports for General Expenses and Payroll.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,  
Bobbi Brimblecombe, Town Clerk

The foregoing is a true copy of the Minutes of the December 16, 2025 Selectboard Meeting.  
A True Record. Attest, \_\_\_\_\_, Town Clerk

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