

**TOWN OF DUXBURY
TOWN BOARD
May 12, 2003**

**The regular meeting of the Town Board was held on Monday, May 12, 2003 at the
Duxbury Town Hall, 3316 Crossett Hill Road, Duxbury, VT. 05676**

Chair Robert Magee, Jr. called the meeting to order at 6:05 p.m. with the following people present: JoAnn Berno, Paul Brusa, Harry Rook, Jill Smith, Ken Scott (Town Clerk and Treasurer), Al Quesnel (Zoning Administration), and Daniel Mac Walters to take the minutes. Attending: Clinton Bedell, Gloria Bedell, Dave Quenneville.

- I. Mr. Daniel Mac Walters was introduced as the new Board Secretary and a brief discussion about his responsibilities, pay and how he found out about the position.
- II. The Chair introduced some reading material on the school board Act 60 status currently being discussed in the state senate.
- III. Mrs. Gloria Bedell explained in detail about the speed problem on main street in the village. Mr. Clinton Bedell main concern is the road takes such a sharp right turn, it s an accident waiting to happen, he recommends taking straightening out the road (taking the curve out).

The Chair talked about the fees of the different law enforcement for patrolling that area. Mrs. Berno suggested speed bumps might be the solution for slowing the traffic down. One problem of speed bumps, might be snow plows blades being caught on the bumps. The chair will check out the speed bumps and alternative s solution for this problem.

- IV. The chairperson introduced the Town Treasurer to explain the status and the situation with The Edward Jones Corporate account and the Capital Reserve Fund.

The Winooski State.Bridge account was separated and the new Corporate account was opened with 17983 on 1 June 1979. As of Friday 5/9 it has 19,274 dollars, which is a gain of 1291 over 11 months at 6% annual rate.

The Treasurer recommends that the town Selectboard consider combining these two accounts into one, to be termed the Tax Stabilization Fund, by investing the total funds in the Bank North two-year CD at 2.1%.

He further recommends that the Selectboard consider adding one cent on the Tax Dollar per year to this new Fund as we currently do with the nine cents per year for the Capital Reserve Fund.

Mr. Brusa recommends the Bank North account for the tax stabilization fund and leave the Edward Jones account the way it is. The current tax stabilization account draws no

interest and the future investment would be at 2.1% with no penalty for withdrawal.

The Motion made by Ms. Smith, to move the tax stabilization fund to Bank North at 2.10% no penalty for withdrawal(s) with a two-year CD. Mr. Rook second the motion. The Selectboard voted unanimously for approval.

Ms. Smith, made the recommendation that the Selectboard direct the Treasurer to look into the penalties for withdrawal from the Edward Jones Corporate account and acquire a prospectus for future trends and strategy before making any further decisions. This issue is to be revisited at the next meeting.

Mrs. Berno, recommends that the Treasurer reminds the board to create an article and presentation for Capital Reserve funds at the next Town meeting because it is the tax payer s dollar.

- V. Al Quesnel, Zoning Administration, made the following presentation. He addressed the meeting by saying he worked with the Town clerk in redesigning the package which included the application for an access permit, application for zoning permit, and the application for certificate of occupancy. Mr. Quesnel recommends the occupancy permit fee increase by approximately four percent.

The cost recommendation: Above 200sqft is 87 dollars,
Below 200sqft is 57 dollars.
Occupancy fees of 57 dollars.
Curbs cut is 27 dollars.

The Board discussed the cost increase and changes. One correction was made to the Certificate of Occupancy, that the Road Commissioners be changed to the Chair. The key point is to make sure that septic tank, road, curbs cut is in accordance with all state and town regulations and the zoning administrator agrees that everything be done correctly and all state and town requirements are met before the occupants move in. Mr. Quesnel indicated the importance of maintaining a legal paper trail. Mr. Quesnel suggested highly that a web database be designed for easy tracking of the permit packages.

The Chair recommends that the Board come back to this discussion at a later date.

- VI. Ms. Smith inquired about the ownership of the old Ice house estate whether it is state or town property, because she received email that someone is dumping there. A question on who s responsibility it was to keep it clean. The Chair briefs the board on the history of the estate and tasks Mr. Quenneville to put two cement blocks at the entrance to deter dumping.
- VII. Town Office and Town Garage plans and next step.

The Chair briefed the board on the meeting with Charley Grenier. He indicated there not enough room to put the garage at the current location because of the environmental issues and the big problem would be the septic runoffs. Mr. Rook, indicated that the mound septic system is a constant problem and should not be considered. The Chair indicated that the first phase is getting a survey and the board should look at what the break down plans entails. The next phase is to research the cost of construction for the garage. The discussion turned to where the location of a garage will be if the present location is unsuitable for expansion.

The Chair moves to revisit the issue at a later time.

- VIII. The Town Clerk presented the expansion plan for the town clerk s office. His plan for the building designed is in an L shape. The extension of the current building is to go out 30 ft in to parking lot (south side of the building) and cutting back and having the town clerk s office on the back side of the L building making the current office the Meeting room. The Town clerk indicated some of the items that would have to be modified and possibly moved (i.e., the vault and the oil tank). The Chair indicated that this will be an ongoing issue, so we should move on.

Mr. Rook inquired into the cost of having the sewer lines brought across the river from Waterbury up to the town hall. The Chair is going to call an inquire from the Kingsbury Construction and Bill Shepeluk (Waterbury Town Manager) about the cost of having the sewer line brought across the river.

- IX. Cont. Request for land by town.
Ms. Smith reiterated the request and current situation for Mark Laphere to purchase the land adjacent to his property which is currently part of the Old Duxbury school s property. Because of the time and the possibility that this purchase might jeopardize any possible sales.

Mr. Brusa recommends that we go ahead with the subdivision process with Mark s help. The suggestion was made to get all permits and requirements done for the subdivision.

The Chair suggests that we bring this case in front to the Development and Review Board (DRB) for process and inform them of our plans. .

Mrs. Berno suggested Tammy Bash to do the survey, but suggest that the surveyor be contacted as soon as possible because of the season it might take up to three months to complete.

The Motion made by Mr. Brusa, that Ms. Smith contact a surveyor to survey the Old Duxbury school land to include a subdivision from the ditch to the property line of

Duxbury Auto-tech and present the application to the zoning administrator for the subdivision to be submitted to DRB. The motion was second by Mr. Brusa. The Selectboard voted unanimously for approval.

Mrs. Berno made the suggestion to create a Request for Proposal (RFP) for the sell of the Duxbury School because of the time issue.

X. Ms. Smith indicated the school's lease is up on 31 July 03 and is cost-effective way to extend the lease on a month to month basis until the sale of the Old Duxbury School. Mrs. Berno suggested the Selectboard contact the lawyer for this situation.

XI. Road Projects for 2003
The Chair gave a description and situation of the road projects and the gravel pit as proposed by Mr. Quenneville: [The project for reclaiming the gravel pit is a time issue for this year.]

- A. The sand will cost \$1.65 a yard for 5000yds for a total of 8,250 Dollars (Line number #111).
- B. The gravel will cost \$2.30 a yard for 3000yds for a total 6,900 Dollars (Line number #112).
- C. The gravel will cost \$2.30 a yard for an est. 2108yds for a total 4850 Dollars (Line number #112),

Dave has requested the use of 20 thousand dollars for both #111 and #112 in case he has time to do more crush gravel. The balance of funds is 4,850 which would be line item #112.

- D. The excavator will be 1,00.00 per week. for this project and will come out of line item #137.
- E. The balance of this fund which is \$500.00 will be used for seed and mulch.
- F. The Bulldozer will take around 20 hours, at a rate of \$50.00 per hour and will come from line item #119 and will not exceed 1,000 Dollars.
- G. We will need a wood chipper and operator to remove trees the cost of this is not to exceed 500.00.
- H. This would come out of line item #117 at a rate of \$50.00 per hour with 10 hours of work.

The Selectboard suggests that the board would not expend more than twenty thousand dollars on line items #111 and #112 for this project. The person hired to bulldoze will be hired for his time (and no other) and any problems with the equipment are at his expense. The cost will come out of line Item #119 equipment rentals.

A Motion by Mr. Rook, to accept the plan suggested by Mr. Quenneville. The motion was Second by Ms. Smith. The Selectboard voted unanimously for approval.

A Motion by Ms. Smith, to make the limit correction be passed to the Town Treasurer to adjust the thousand to twelve hundred for the excavator. The motion was second by Mr. Brusa. The Selectboard voted unanimously for approval.

XII. The Chair gave an update on the following projects:

- A. River Road s project - The Chair briefed the board on unfinished cribbing of replaced coverts on River Road last year.

The Chair suggested making a call to a place in Williston for price on a half a load of rocks.

- B. Scrabble Hill Project - Started last year. This project is to widen some parts of the road to include cutting of trees, disposal of stumps, reinforcing of steep slopes, replacement of some culverts, gravel resurfaces mulch banks and installs guardrails where needed.

The Chair hasn t notified the joint land owners because of some issues of sand. This will be a July. Mr. Quenneville know there is some issues when the power company put poles that the natural guardrails will be removed.

- C. Camels Hump/Scrabble intersection. A very serious situation when it comes to navigating the turn at Camels Hump road and Scrabble road. The Bank needs to be stabilized and guardrails intalled.

- D. The Signs age and guardrail repair will wait until the fall. This will take approximately one week to repair damaged guard rails and get signs to compliance. There is a mapped plan on this project and the Chair will being to next meeting.

- E. Washing of bridges, which include decks, main beams, inspections of structure and removal of any brush and trees around the bridges. The removal of tree s made a significant improvement around the bridges. It looks pretty Good

- F. On-going cleanup around town garage and town office. Dave already knows that he needs to cut wood and come up with a list.

- G. Debris and brush- Ongoing.
There still are many areas which are need to be cut and chipped. This will be

addressed in our July meeting. If you see areas of concern let Mr. Quenneville know.

- H. There is some need for blasting. Still to early in the game. Due to getting the gravel pit up to date this might have to wait. If it is does happen this will be on future summer project.
- I. Scheduling of grading and dust control.
The chair suggested a schedule (Plan of Attack) for grading and dust control be kept in IAW state articles. Mr. Quenneville indicated because of weather and other conditions a schedule is impractical and no schedule will be kept.
- XIII. Ms. Smith brought up the discussion on hiring a extra person for hauling materials. The board indicated that the decision is up to Mr. Quenneville on who to hire.
- XIV. Mr. Brusio brought up the discussion for buying a pole saw to cut limbs for the town garage. Mr. Quenneville indicated the steel pole saw will cost 600.00 Dollars.
- A Motion by Mrs. Berno**, to buy a steel pole saw and two extra blades for 600.00 for cutting tree limbs. The motion was second by Mr. Brusa. The Selectboard voted unanimously for approval.
- XV. Meaker Road.situation.
The Chair gave a description on the situation on Meaker Rd. Mr. Quenneville gave the description of the problem. Mr. Rook wanted it noted to improve the spring run off a covert to route the water to the stream would improve the situation. Mr. Quenneville will write up the suggestion and submit it to the board.
- XVI. U-45 Request.
The Chair gave the description of the request. Waterbury has requested the assistance of Mr. Quenneville to work (equipment) with Waterbury town to improve the parking lot.
- A Motion by Ms. Smith**, That Mr. Quenneville work with Waterbury to improve the American Disability Act (ADA) at Thatcher Brook Elementary School. The motion was second by Mr. Rook. The Selectboard voted unanimously to approve for approval..
- XVII. Bridge funding for Camel s Hump.
The Chair gave the description of the problem with the Camel s Hump Bridge being deteriorated and the current financial situation for the bridge.
- A Motion by Mr. Rook**, to apply for the Alpha 80 grant, design a conceptual design and request from the voters a grant approval for the improvements on Camels Hump Bridge.

The motion was second by Ms. Smith. The Selectboard voted unanimously to approve the request..

XVIII. Washout near Duxbury School on the Winooski River side.

The Chair gave the current situation of the washout and some ideas for improvement.

The general discussion on how to improve the situation is to dump a load of gravel at the site.

It was suggested by the Chair to put this on the to do list for June or July.

XIX. Jimmy King s Road issue.

The Chair talked about the problem and the current situation. It was agreed that any trails is not the town issue. It was stressed that Mr. King did want the problem fixed. Does the Town fill the hole or should Mr. King find out who owns the land first. The Chair stressed that the Town is not responsible for the trail by law.

XX. Mr. Quenneville briefed the board on the current situation at Mr. Mac Walters residence on Morse Road. Mr. Quenneville requested permission to dig out the trench and the covert near Mr. Mac Walter residence. Mr. Quenneville point out that the other trench was blocked by the owner, which forces all the waters down to the Mac Walters trench. Mr. Quenneville said, He will contact the owner for retrenching the ditch. The Chair approved the clearing of the ditch, cleaning of the covert and the moving of the covert to the proper angle.

XXI. The Chair presented a request for road race on RT 100.

The discussion on the problems with the road race was discussed in detail. The board will study the race this year to approve or reject any future races. Mrs. Berno wanted it noted: That this is the busiest day of the year and the major problem is traffic and business irritation.

A Motion by Mr. Rook, to approve the request for the race this year and study the race concerns for next year s approval. The motion was second by Ms. Smith. The Selectboard voted unanimously to approve the request.

XXII. The tree cutting situation between Mr. Reynells and Mr. Terry.

The Chair described the detail on the tree cutting situation which borders Mr. Reynells and Mr. Terry residences. This is a town issue because of an infringement issue between the two parties.

The Chair suggests that two board members look at the property line an to bring this issue up at the next meeting.

XXIII. The Welcome to Duxbury Town sign.

The Chair informed the board that the town sign will look really nice on the hill at the intersection of Main and Rt. 100. There is two possible locations for the other end of town the board is looking at.

A Motion by Mr. Brusa, to have Mrs. Berno proceed with the permitting process for Duxbury town the signs and have Mr. Bob McGee contact the land owner. The motion was second by Ms. Smith. The Selectboard voted unanimously to approve the request.

XXIV. The review of the minutes.

Mr. Brusa indicated that the minutes of last months had an error the corrections was made.

A Motion by Mr. Brusa, to accept the minutes with corrections as the selectboard knows. The motion was second by Mr. Rook. The Selectboard voted unanimously to approve the request.

XXV. Special Emergency Meeting

A Motion by Mr. Rook, to request a special meeting on April 18. The motion was second by Ms. Smith. The Selectboard voted unanimously to approve the request.

XXVI. Discussion on writing checks.

Mrs. Berno suggested that the check writing be moved from Monday to Wednesday. The Board approved the move.

XXVII. Truck,

The chair informed the board on the situation on the truck

XXVIII. Personal Policy review and additions

The Chair announced that Mr. Rook had some addendum changes to the personal policy. The Chair suggest the Ms. Smith and Mrs. Berno should review the policy in a whole and make recommendation to Mr. Rook.

XXIX. Town Rodeo

A Motion by Ms. Smith, to request 75 dollars be made to the bike rodeo from line item 447. The motion was second by Mr. Brusa. The Selectboard voted unanimously to approve the request.

XXX. Law Suit

The Chair brief the Board on the current situation with the law suit and where is stands.

XXXI. **On a motion by Mrs. Berno**, Seconded by Smith, the meeting was adjourned at 10:00pm.

Respectfully submitted,

Daniel MacWalters

Approved, with noted corrections, on _____, 2003

Bob Magee, Chair

JoAnn Berno

Pual Brusa

Harry Rook

Jill Smith