

## MINUTES

### 3/8/04 MEETING OF THE DUXBURY SELECTBOARD

The meeting was called to order by the board at 6:30 p.m... Selectboard members present were Jill Smith, Harry Rook, JoAnn Berno, Fred Collins and Paul Brusa. Other people present were: David Quinville, Gordie Marcelle, Ruth Haskins and David Specht.

1. Motion JoAnn moved to nominate Paul Brusa as Chairman of the Duxbury Selectboard. Second by Harry Rook. Approved 4-0-1.

A discussion followed and the board decided to rotate the chairman position among board members who were interested in the position on an annual basis.

2. The board discussed the advisability of having a Vice-Chairman who would fill in for the Chairman when he was absent. It was agreed to have such a position, but it was also agreed that the vice-chairman was NOT the automatic Chairman the following year.

Motion Harry Rook Nominated Jill Smith to be Vice-Chairman. Second by Paul Brusa. Approved 4-0-1.

3. David Quinville gave a brief road report. He requested board approval to have a group of telephone poles moved before he started with blasting. The board agreed and gave David the authority to make the arrangements.

The board had a discussion on road posting and it was agreed that David Quinville would be responsible for enforcement and granting limited time exemptions when the roads were frozen and after they were dried and firm.

Motion JoAnn Berno moved that the roads be posted starting Friday, March 12 and last until May 15, 2004. Second by Jill Smith. Approved 4-0-1.

4. Motion JoAnn moved that the regular town selectboard meeting be at 6:30 on the second Monday of each month. Second by Harry Rook. Approved 5-0.

5. Gordie Marcelle discussed enforcement of illegal ATV use and Snowmobile use on town roads. He stated that ATVs are prohibited on class three and class four town roads and that a rider must have written permission from a land owner of record to ride on private property. Harry Rook noted that the town had the final authority over use of town class four roads and town trails. Gordie agreed, but said that the enforcement division of the Fish and Wildlife Service had instructed him to enforce the prohibition of ATV use on class 4 roads. He agreed that until the matter is resolved, he would only issue tickets on class three and above roads and on private property, including VAST trails. Gordie agreed that snowmobiles could use town roads to get to and from VAST trails, but could not be used for general riding instead of VAST trails.

6. Ruth Haskins addressed the board with a request to use a portion of the Town Office basement to open a Duxbury Food Shelf. The board agreed to address the issue under New Business.
  
7. The board took the following actions on town appointments:
  - Clerk of the Board Jill Smith nominated Harry Rook. Approved 4-0-1
  - Newspaper of Record Jill Smith nominated the Times Argus and the Valley Reporter. Approved 5-0.
  - Health Officer Jill Smith nominated David Specht. Approved 5-0.
  - Planning Commission Postponed until next meeting.
  - Development Review Board JoAnn moved that the selectboard reappoint the current members of the DRB whose term had expired (Ken Griffith, David Rapaport and Wayne Walker). Second by Harry Rook. Approved 5-0.
  - Regional Planning Commission Jill Smith nominated Stan Walker. Approved 5-0.
  - State Police Advisory Board Harry Rook nominated Joseph O Hara. Approved 5-0.
  - Fence Viewer Harry Rook nominated George Welch. Approved 5-0.
  - Inspector of Lumber, Shingles and Wood. Harry Rook nominated George Welch. Approved 5-0.
  - Weigher of Coal JoAnn Berno nominated Jimmy Perry. Approved 5-0.
  - Tree Warden JoAnn Berno nominated Eric Potter. Approved 5-0.
  
16. The board held a discussion on establishing a committee structure to gather information and make recommendations to the selectboard on regularly scheduled items. It was agreed to establish the following committees: Budget and Finance, Roads and Highways, Building Construction (Town Garage and Town Office), Ordinances.  
The following appointments were agreed upon:
  - Budget and Finance Committee Paul Brusa and JoAnn Berno.
  - Roads and Highways Committee Harry Rook, Fred Collins and Paul Brusa.
  - Building Committee Paul Brusa, Fred Collins and Harry Rook.
  - Ordinances Committee JoAnn Berno and Jill Smith.
  - Jill Smith was asked to coordinate Tax Mapping and Town Road Report to the State with updates.
  
22. Motion Harry Rook moved to approve the two sets of February Selectboard Minutes. Second by JoAnn Berno. Approved 5-0.
  
23. Old Business:
  - The board approved the minutes of the 2004 Town Meeting with Corrections. Jill Smith recommended that the Town Clerk add more details on important discussion items in next years Report of the Town Meeting.

- The board discussed the 2004 Town Budget. Paul Brusa and JoAnn Berno were delegated to sign bills and to assign budget code numbers. Jill Smith was appointed alternate.

26. New Business:

- Motion Harry Rook moved the board approve use of a portion of the Town Office basement for the new Duxbury Food Shelf and to have Ruth Haskins provide the Jill Smith with a certificate of insurance. Also, Mrs. Haskins is responsible for resolving any zoning issues concerning the food shelf use of the Town Office at no expense to the town. Second by Paul Brusa. Approved 5-0.
- The board agreed to put out a notice for citizen membership on the Town Building Committee. It was agreed that the committee should have up to four interested members who were residents of the town in addition to the three selectboard members.
- Motion Jill Smith moved to approve the funding to have Harry Rook attend the VLCT Seminar on Town Roads to be held on March 18<sup>th</sup>. Second by JoAnn Berno. Approved 5-0.
- Motion Jill Smith moved to direct the Town Clerk to order a Selectboard Book for Fred Collins. Second by Harry Rook. Approved 5-0

31. The meeting was adjourned at 10:07 p.m.