

APPROVED

Town Of Duxbury Selectboard Meeting Minutes Monday, February, 9, 2015

In attendance: Dick Charland, Brian Fitzgerald, Maureen Harvey, Daniel Izor, Mo Lavanway, Adam Magee, Bob Magee, Ty McWalters, Matt Mientka, John Murphy, Shawnee Perry, Jeff Poitras, Alan Quackenbush, Diane Sansone, Amy Scharf, Kate Wanner, Doug Webber, Marty Wells, Beth Wilbur, Kate Willard

1. Dick called the meeting to order at 6pm
2. Dick let everyone know that the candidate that expressed interest in being the clerk for the Selectboard is no longer interested and we could take item 7-g off of the agenda.

Additions made to the agenda included: Executive Session for a personnel matter, Request for a Washington Electric permit on Ryan Road, Acceptance of the Town Plan, a Resolution from Rutland's Selectboard, Road Mileage Certificate and salt use by Crossett Brook Middle School.

3. Approval of Minutes:

- * Minutes of 1/12/15: Maureen made motion to approve minutes with minor corrections. Mo seconded. All in favor.
- * Minutes of 1/19/15: Maureen made motion to approve minutes with minor corrections. Marty seconded. All in favor.

4. Citizens and Visitors to address the board:

- * Bob Magee checking in with Selectboard on if the Town Clerk and Town Treasurer terms that were presented in a petition would be a Town Meeting article. Dick assured him that it is. Mr. Magee also commented on the budget proposal that does not include either a trailer for chloride or salt equipment. Dick shared the Selectboard's decision and thoughts behind it. Also shared that both pieces of aforementioned equipment are in the Capital Reserve Plan.
- * Diane Sansone asked if Town Meeting information has been sent out yet. Dick shared that it is at the printers and needs to be in taxpayers' hands 10 days prior to Town Meeting.

5. Reports:

a) Highway Foreman:

- * Freightliner repaired the newest truck and we have the truck back now. Charlebois took a rear end off of one of their new trucks and put it on ours in order to get our truck back on the road faster. This rear end will still fall under our manufacturer's warranty.
- * Road crew did minor body work on the '03
- * Plowing lots of snow and going through sand and salt

- * Adam and the crew want to say thanks to the townspeople for allowing them room to plow and turn around safely
- * Road crew cutting back on salt use on flat areas / straightaways of road in order to conserve for the rest of the season

b) **Town Treasurer Financial Report:**

- * Budget status notes were taken and certain line items were briefly discussed

c) **Road Committee:**

- * Committee did not meet this month

d) **Emergency Management Committee:**

- * No representative available

e) **Sign Bills:**

- * The Selectboard was reminded to sign the bills on the table by meeting's end

6. Old Business:

a) **Personnel Policy:**

- * John Murphy recommended that the Selectboard now bring the policy to our attorney
- * Edits were made and discussed to the policy draft
- * *Mo made a motion to have Maureen make final edits and the Selectboard then send the Personnel Policy to our attorney. Maureen seconded. All in favor.*

b) **Town Clerk Health Insurance Discrepancy:**

- * No new news

c) **Ryan Road:**

- * Update on license involving the town equipment turn around at the end of Ryan Road on private property

d) **Act 250 Hearing on Gravel Pit Fill Permit:**

- * No new news

e) **Father Logue's Camp:**

- * Kate Willard from the VT Department of Forest, Parks and Recreation was present for questions and discussion concerning the State of Vermont possibly transferring the property over to the town.

f) **Gate at Vigilante Road:**

- * Kate Wanner was present to help answer questions and for clarification on this issue
- * Dick shared VCLT information on gating a Town Trail. Overall, it is legal to do so, just need the Town's approval via the Selectboard.
- * There is a meeting on February 17th at 3:30pm concerning the Dowsville State Land Plan at CBMS
- * No decision by the Selectboard has been made concerning gating Vigilante Road

7. New Business:

a) **Heath Officer, Issue on Camel's Hump Road:**

- * Ty McWalters, Duxbury's Health Officer, gave a detailed report to dealings associated with 492 Camels Hump Road
- * Questions were answered
- * Zeb Towne, Duxbury's Dog Catcher, the State of Vermont Department of Children and Families as well as Adult Protective Services as well as the Vermont State Police have all been involved
- * The town's attorney has been contacted for assistance and possibly to write out a health issue as the focus is on public health, including the health of the occupants.

b) **AOT, Engineering Grant for Atwood Road Culvert:**

- * AOT said that the town could apply for a road engineering grant
- * The Atwood Road culvert is the next large project for Duxbury to tackle
- * Dick contacted engineer Doug Newton and Adam sent him the hydraulic study for review
- * *Mo made a motion to apply for an engineering grant from AOT. Marty seconded. All in favor.*

c) **Road Posting Notification and Enforcement:**

- * Adam shared history of mud season road postings and protocols
- * Adam asked Selectboard what they want him to do for this upcoming mud season. The State needs to know by the end of February.
- * Some confusion regarding if any exceptions can take place. Dick is calling the VT DMV for clarification.

d) **Sale of Road Side Mower:**

- * History of equipment shared
- * Town is looking to sell mower. Adam has cleaned up the equipment for selling.
- * VCLT has a bulletin board dedicated to selling items that the town will look to
- * Dick is calling to get an estimate for how much the town should try to sell it for

e) **Audit Status, Training with Bill Hall:**

- * The town's financial audit for FY 2014 is almost complete. We are waiting on the 60 day after the town's fiscal year ends for deferred revenue (delinquent taxes that have not been collected)
- * Bill Hall is a financial consultant from the VCLT and the Selectboard is planning a meeting on Thursday, February 19 at 6:00pm.

f) **Capital Reserve Plan:**

- * Mo reviewed the plan and changes that have been made

8. Additions to the Agenda:

a) **Town Plan:**

- * Dick shared that the Central Vermont Regional Planning Commission has approved the Town of

Duxbury's Municipal Town Plan

b) **Washington Electric Coop Permit Request on Ryan Road:**

* Washing Electric Coop is looking to put an overhead power line up Ryan Road – specifics shared and questions answered

* *Maureen made a motion to approve the permit for Washington Electric Coop for power on Ryan Road. Marty seconded. All in favor.*

c) **Rutland Selectboard Resolution:**

* Letter read by Dick. Dealing with local involvement in solar development and renewable energies. Creating a coalition of municipalities.

* Opinions shared

* *Mo made a motion to sign the resolution that the Rutland Selectboard put forth. Marty seconded. All in favor.*

d) **Road Mileage Certificate:**

* Needs to be updated every year

* Mo reviewed the road mileage chart

* Devlin Road may need adjustment

* *Maureen made a motion to approve the road mileage chart certificate. Marty seconded. All in favor.*

e) **CBMS Salt Use:**

* CBMS uses approximately 1 ton of salt from the town of Duxbury's supply for their sidewalks and school area which equates to about \$80

* Nobody at CBMS seems to know where the permission to do so came from

* Opinions shared

* *Dick made a motion that the town waive any charge for salt use under the condition that the school contacts Adam when going to use it. Maureen seconded. All in favor.*

– Went into Executive Session to deal with a personnel matter at 8:47 pm.

– *Mo made a motion to come out of Executive Session at 9:44 pm. Maureen seconded. All in favor.*

– *Marty made a motion to adjourn the meeting at 9:44 pm. Dick seconded. All in favor.*

**Minutes Submitted by Amy Scharf
Approved 3/9/15**