

Duxbury Selectboard Meeting

Draft

June 13, 2016

Selectboard Member: John Murphy, Patty Delany, Amy Scharf, Steffan Defeo, Eric Ladensack

Attendees: Adam Magee, Jeff Poitras, Eric Zetterstrom, Maureen Harvey, Brian Fitzgerald, Susan Senning, Larry Smith, Pam Fecteau, Alan Quakenbush

1. Call to order by John Murphy 6:02
2. Introduction of Selectboard members, sign in sheet for citizens/guest.
3. Additions/changes to the agenda
 - a. Change internet service for general office staff
 - b. Sand bid (under highway report)
 - c. Labor relations agreement moved from executive session to New Business
 - d. Lister's update
 - e. Letter from Mo LaVanway about war memorial under treasurer's report
 - f. Budget review under treasurer's report
4. Citizens and visitors to address the board – None
5. Approval of minutes – Motion made by Amy to approve minutes from May 9th with corrections noted, Patty seconded, All in favor.
6. Highway Foreman report

Stop sign was put up on Winooski Street bridge and dangerous intersection signs put up on River Road for Winooski Street bridge intersection, ditching on Crossett Hill Road and will be meeting with CVRPC on July 5th.

Motion made by Amy to sign MOU between CVRPC and Town of Duxbury. Patty Delaney seconded. All in favor.

Road foreman has to work with CVRPC on culvert survey and high risk erosion survey. Crossett Hill will be closed on June 20th and June 29th. Signs are posted to close it to all traffic to repair slide above David Specht's house. Adam met with J.A. McDonald about culvert replacement on Route 100. There will be no blockage to the town gravel pit while construction is happening. With traffic being rerouted on River Road there was discussion of getting a roller that goes behind the grader to pack the road while grading. Discussion between towns of Moretown and Bolton about purchasing hydro seeder to seed ditches and shoulders after work has been done on them. Hydro seeder necessary due to Act 64 regulations mandated by the State. Maple Street which is a private road is used turn around for the town trucks especially in the winter. Susan Senning spoke on behalf of the residents about the possibility of having the town replace the culvert.

Motion made by Amy to approve culvert replacement at beginning of Maple Street.
Eric seconded, All in favor.

Property has been offered at the end of Richardson road for a new turn around.
Discussion on paperwork for using private property for turn arounds. John Murphy to pursue paperwork on legal issues of turnarounds.

Sand bids opened and reviewed. Patty made motion to accept low bid for winter sand.
Steffan seconded, All in favor.

Letter from Gary Myrick saying thank you to road crew for going a good job on Crossett Hill Road.

Town Treasurer – VLCT provided an insurance quote for the vehicles, buildings, liability and workman's comp. More information was needed on the assessment of the property.

Futures Planning Association invoice was presented and Anne wanted to know what fiscal year that the board wanted to pay the invoice. Amy made a motion to pay the invoice in the current year. Steffan seconded, All in favor.

Adoption of Accounting, Auditing and Financial Reporting procedures. Discussion on adopting procedure. Motion made by John to accept accounting procedures with discussed changes, Patty seconded, All in favor.

Discussion and update was provided on the double refunded tax payments which have made one taxpayer delinquent on their taxes

Discussion of funds transfer from escrow to cover FY2016 sand and gravel expenses and it was tabled.

Discussion on changing to Comcast internet service for faster service and it would be complimentary since Comcast does business in our town. Patty made a motion for the chair to sign the service contract with Comcast. Eric seconded, All in favor.

Letter from Mo LaVanway to take late property tax penalty money to move the war memorial off private land to town land. We will obtain a quote on the moving costs and revisit discussion after quote.

Emergency Management – Discussion on testing alert system. Received quotes from three companies on communication equipment (radios) for emergencies.

Planning Commission - Zoning revisions are underway. Discussion on Town Forest property and on their involvement on the town gravel pit.

New Business – Zoning violations were reported but the zoning administrator was not present and had not provided additional information so it was tabled. Adam reported

that they still have the violation of a water line in the ditch and culvert on Turner Hill Road.

Scheduling of a special town meeting to transfer from MRRMA to CVSWMD. Dates were provided to check with the school and the moderator to schedule the meeting.

Discussion on establishing a committee to get management plan for town forest and have same committee manage Cubit property. More discussion in July.

A labor relations agreement for the town road crew and a flexible work schedule was reviewed.

Patty made a motion to adjourn the meeting at 10:06 pm. Steffan seconded, All in favor.

Griffin & Griffin Excavating, Inc.

1909 Airport Road
 N. Fayston, VT 05660

Estimate

Date	Estimate #
6/10/2016	921

Name / Address
Town Of Duxbury 5419 VT Route 100 Duxbury, VT 05676

Project	Terms
	Net 15

Description	Qty	Cost	Total
SAND HAULING BID 4000CY FROM VARIN'S TO DUXBURY PIT OUR PRICE:	4,000	3.49	13,960.00
		Total	\$13,960.00

Signature _____

Phone #	Fax #
802-583-2500	802-496-5478



116 WEST ROAD • BARRE VT 05641 PHONE: 802-476-1183 • FAX: 802-476-1183

To: Town Of Duxbury
From: Jeff Newton
Date: June 9, 2016
Re: Sand Hauling Bid

Newton Construction LLC. is pleased to quote the Town of Duxbury on the hauling of your winter sand for the 2016 year. We dispatch a fleet of 23 safe, late model trucks that are in compliance with state and Federal Motor Carrier Regulations. Our fleet has power load covers, to cover the sand. We will provide a copy of our current certificates of insurance, and will have municipal excess weight permits in place.

For the 2016 season, we are pleased to offer the Town of Duxbury a delivered price per cubic yard of **\$3.74** (three dollars and seventy-four cents). The total bid price, based on 4000 cubic yards would be: **\$14,960.00** .

To ensure work for our fleet, and help with budgeting for the town, We would offer a price for the following years:

2017 \$ 3.85 (\$15,400.00)

2018 \$ 4.00 (\$16,000.00)

If you have any questions, or require any additional information, please contact me at 802-839-0552. Similar municipal references are available if necessary. We look forward to working with the Town of Duxbury again.

Sincerely,

Jeff Newton
Owner
Newton Construction LLC.

A handwritten signature in black ink that reads "Jeff Newton". The signature is written in a cursive style and is positioned to the right of the typed name and title.

**Adam Stone Trucking
2586 Chelsea Road
Williamstown, VT 05679
802-477-2799**

Town of Duxbury
5421 Route 100
Duxbury, VT 05676

June 10, 2016

Re: Sand Hauling Bid

I am submitting a bid for the Duxbury sand haul from Bolton to Duxbury Town Garage for \$3.99/yard for the next two years. The total bid is \$31,920 to transport sand for the summer of 2016 and 2017.

Adam Stone
Owner, Adam Stone Trucking

**CHENEY TRUCKING
PO BX 1334
MONTPELIER VT 05601
1-802-223-5744**

**Town OF DUXBURY:
SAND HAUL BID**

Cheney Trucking will haul 4,000 yards of road sand from Varins Pit (Bolton) to the Duxbury holding yard for \$4.39 per yard. For the year of 2016.

Thank you



Cheney Trucking 6/9/16

Stephen P. Wilder
Wilder Trucking
1194 Crossett Hill Road
Duxbury VT 05676
802-793-0382 (cell)

TO: Town of Duxbury

DATE: May 31, 2016

RE: Bid for winter sand

The following is offered as a bid for transporting sand from Varin's Gravel Pit in Bolton to the stockpile at Duxbury Town gravel pit.

Total Bid: \$4.35 per yard trucking service only.

Contract Term: 1 year or 2 years – your choice @ set rate of \$4.35/yd

If you have any questions, please call me anytime.
I look forward to hearing from you.

