

**MINUTES FOR SPECIAL DUXBURY SELECTBOARD MEETING**  
**December 7, 2015**

**PRESENT:** Marty Wells, Maureen Harvey, Amy Scharf, John Murphy, Betty Gibbs, Jeff Poitras

Called to Order by Amy Scharf at 6:00PM

**AGENDA – Resignation of Treasurer and Assistant Treasurer**

- Amy read the letter of resignation that was given to her from Beth Wilbur to the board members and opened it up to conversation.
- Question was asked on status of the assistant treasurer as there was not a letter of recognition that anybody was aware of?
  - o Amy will contact to get official word on status.
- John made the motion to accept the resignation from the town treasurer as of 12/7/15
  - o 2<sup>nd</sup> by Betty, all in favor.
- Actions to be taken by board are as follows:
  - o Post a notice to towns people of the vacancy of town treasurer in Duxbury – John
  - o Need to contact NEMRC about the resignation of treasurer – Maureen
  - o Contact neighboring town treasurers to see how they deal with this situation and to see if there is some kind of support out there – Maureen
  - o Put together an advertisement for open vacancy with Times Argus and Waterbury Record – John
  - o Contact Jill Smith – Amy
- Marty made motion to adjourn at 6:54PM, second by Maureen, all in favor.

Minutes taken by: Marty Wells