

MINUTES OF THE DUXBURY SELECTBOARD  
March 12, 2012

Members present: Dick Charland, Chair; Maureen Harvey, Craig Isvak, Moe Lavanway, Mike Marshall

Others present: Ken Scott, Steve Manosh, Jeff Poitras, Dawn Poitras, Jill Smith, Steve Wilder, Don Welch, Shawn Perry, Bob Magee, Mark Morse, Doug Weber, Jody Carpenter, Lars Dickson

The meeting was called to order at 6 p.m.

As the first order of business, Craig Isvak nominated Dick Charland as chair of the Duxbury Selectboard. Maureen Harvey seconded the motion, and all were in favor of it.

Dick then took over as the chair, presented an agenda for the meeting, and said that he would like the meeting times to be every 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month at 6 p.m. The next meeting will be on March 26. Perhaps there will only be one meeting during the summer months. Dick then said that Handbooks for the Selectboard will be kept in the cabinet in the meeting room.

Approval of minutes: Mike Marshall made a motion to approve the minutes of February 13 and February 27. Craig Isvak seconded the motion, and all were in favor of it.

Reports: Highway Foreman: Steve Manosh reported that the River Road had been graded today and tomorrow they will be pushing back snowbanks. There is still some work to be done on the trucks. Bob Magee reported on the issue of the backhoe which will go to the road committee. The road committee will also be taking up the issue of new road standards.

Town Treasurer: Ken reported that there was a mistake on the date of the Merchants Bank line of credit. They have corrected it, and the selectboard re-signed it. Then Dick Charland made a motion to deduct \$11,980 from Account #113 (salt) and move that to Account #111 (winter sand); Craig Isvak seconded the motion, and the motion passed. Ken then passed around a plan to pay the storm/Irene bills. After some discussion regarding FEMA money and FEMA projects, Moe Lavanway made a motion to pull \$101,310.82 from the general fund and \$331,895 from the line of credit to pay off the expenses incurred as a result of Irene. Mike Marshall seconded the motion, and all were in favor of it. Dick Charland announced that Bill Hall has been invited to attend the March 26 meeting to explain the process of auditing the town's books.

Road Committee: Dawn Poitras and Mark Morse attended the meeting because of concern about the make up of the road committee and the charge of the road committee. Dawn was looking for prior minutes of the committee but was not able to find them. Dick Charland said he would get the minutes to her. Dick said that the road committee is not a

decision making body but is set up simply to provide support to the road crew and the highway foreman. Both Dawn and Mark asked for clarity on the make up of the road committee and the charge of the road committee.

**Emergency Management Committee:** Bob Magee said that the Emergency Management Committee would be meeting on Thursday, the 15<sup>th</sup> with three items in mind. 1) research of different telephone systems; 2) discussion of marking the roads every half mile and setting up zones. They would also like to get a list of local contractors; 3) obtaining a generator for the town.

**Waterbury Fire Contract:** Dick reported on a meeting with Bill Shepeluk and Gary Dillon concerning the town's fire contract with Waterbury. Dick was very pleased with the meeting and feels we have a good working relationship with them. Moe Lavanway made a motion to have the Waterbury and Moretown fire contracts listed in the budget as two separate items, numbered 411 and 411a. Maureen Harvey seconded the motion and all were in favor of it.

**Historical Society:** Don Welch attended the meeting to report on the Historical Society's work preparing for the 250<sup>th</sup> anniversary of Duxbury which will take place in 2013. There are two parts of planning for this, the planning part and the fund raising part. They welcome help on this project from all members of the town. Also, 63 T-shirts were sold at town meeting. Orders for the T-shirts can be placed at the Town Clerk's office. Among the many activities being planned, they hope to have a re-enactment of the signing of the town charter.

The selectboard then finished signing bills.

**Old Business:** The new town website is close to completion. Ames Robb is still working on it and has done a very thorough job of putting it together.

The listers will be updating the tax maps with the assistance of Tom Vickery. Now that Maureen Harvey is on the selectboard, a new person needs to be found to replace her as a lister.

Dick explained that FEMA separates projects into small jobs and large jobs. They require contracts for the large jobs.

**AOT Grants -** Dick met with two FEMA people who advised that the town take a close look at the project for Pollander Brook. The board is in the process of meeting with Patrick Ross to get a determination as to what he will allow us to put in there.

**New Business:** Craig Isvak made a motion to postpone the appointment of town officers until the March 26 meeting. Maureen Harvey seconded the motion, and all were in favor of it. Maureen Harvey recommended appointing Steve Wilder to the road committee. Discussion ensued as to what his role would be. It was suggested that he would act as a resource to the road crew, a road liaison. Lars Dickson suggested that he be appointed

tonight with an amendment to have a written policy by March 26. Then we can move forward. Lars' suggestion was accepted.

Road Postings: Moe Lavanway made a motion to post the roads now. Mike Marshall seconded the motion, and all were in favor of it.

The second signatory for bills will be Maureen Harvey.

Moe Lavanway has checked on replacement of lights at the town garage. He reported that downcast LED lights to replace the present lights would cost \$200 each but with a \$175 rebate from Efficiency Vermont, the cost would only be \$25 per light. Motion detectors would be \$15 each. The board still needs to find out about wiring.

The board signed the new fire contract with Waterbury which runs from April 1, 2012, until March 31, 2013.

Regarding selectboard compensation, Mike Marshall will look into compensation for other towns of similar size.

So that the North end of town has easier access to information, Craig Isvak made a motion that the town build and install a posting board at the north end of town parking area at the bottom of Camel's Hump Road. Moe Lavanway seconded the motion, and all were in favor of it.

Streams Committee: Dick Charland will talk to Alan Quackenbush regarding the formation of a streams committee to monitor the streams in town.

Dick will deal with Ken Scott on drawing up an e-mail list.

The gravel pit was inspected and there are 25 cords of firewood there but most of the wood there is from Irene and is soft wood that could be sold as pulp. Lars Dickson will take a look at it when the roads are dry.

Regarding the town's equipment policy, Dick passed out for the board's perusal Contracts and Sales Agreements for Town Employees and Elected Officials.

The board would like to let the contractors in town know that they are invited to bid on town projects. This will be put in the newspapers.

The board will take a look at a surplus generator for sale in Brookfield and will also be looking at the cost of replacing the oil boilers.

Rebuilding Waterbury will be looking at Community Block Grants. Duxbury may be able to benefit from this, and Mike Marshall will attend a meeting on this on March 21.

The Board of Abatement will meet on March 19, 2012, at 5 p.m. in the town's meeting room.

Dick handed out the Model Financial Policies Handbook for the board to review.

Other Business: Maureen Harvey wanted a clarification on her new job as clerk of the board. It was made clear that she was responsible as clerk of the selectboard only.

Dick Charland made the motion that the papers of record for the town be the Times Argus, the Waterbury Record, and the Valley Reporter. Craig Isvak seconded the motion, and all were in favor of it.

Maureen Harvey made a motion to go into executive session to discuss personnel issues at 8:25. Craig Isvak seconded the motion, and all were in favor of it. At 8:50 Mike Marshall made the motion to come out of executive session; Craig Isvak seconded the motion, and all were in favor of it.

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Pam Dever