

Duxbury Selectboard Meeting, April 23, 2012, 6 pm

Members present: Mo Lavanway, Maureen Harvey, Craig Isvak, Mike Marshall

Others attending: Kristen Fountain, Jill Smith, Brian Fitzgerald, Jeff Poitras, Steve Manosh, Lars Dickson, Shawnee Perry, Ames Robb

The meeting was called to order at 6:02 pm

Election of a Selectboard vice chair: Maureen nominated Craig. 2nd by Mo. All in favor (4-0)

Approval of 4/9 Selectboard meeting minutes: One correction on page 2: Lars met with Jim from Brookfield on the generators, not Dick. Motion by Maureen to approve with correction on page 2, 2nd by Mo, All in favor (4-0).

Road Report, Steve Manosh: Steve presented Henry Amistadi's application for access. There was a motion to approve by Maureen, 2nd by Craig. All in favor. (Steve noted that the standards for culverts are 15" under driveways 18" under roads).

The town received a bid from McCullough for crushing 5,000 cubic yards of gravel in the town pit of \$15,750. Craig requests that Steve check back in with others who bid higher last year to see if we can get a better price. Steve to check with at least one other company.

The town backhoe will be moved to state garage tomorrow morning for repairs. Steve used it for a couple of washout repairs this morning. They are going to continue working on grading. Craig: Ward Hill needs some work below Quarry Dr. Maureen: concerned about wood caught in bridge on Winooski St. Who is responsible for taking care of that? Steve will check on that. Mike: Pollander Rd. needs a look. Steve wants to use annual \$10,000 grant from State to line the Pollander bank/ditch with big stone. Mike: Culvert on Pleasant St needs attention, it has been problematic in the past.

The Town Clerk & Treasurer was not present so there was no Treasurer's Report at this meeting.

Emergency Management update: Lars is awaiting a bid from VT Generator who assessed the town office and garage. We already have the bids from Brookfield, which address lower tier needs. Mo asked about the emergency phone system? Per Lars, Bob Magee will have to update the EM team on Thursday about that.

Monument relocation: no updates

Website updates: the final design of the new website went live on Friday, April 20. The next section needing work is the "Other Elected & Appointed Officials" page. It was suggested that the board put a notice in the paper encouraging people to sign up for email alerts. There are currently 49 people signed up for the website email alerts. A page for the Cemetery Commission will be added to the site.

Listers: Maureen resigned as a Lister in a letter to the Selectboard chair. Craig: motion for Board to accept her resignation. 2nd Mike. Audrey Quackenbush was suggested as a replacement. Ads for vacancy have been posted on the website and Front Porch Forum.

Updating of tax maps: this should be finished soon per Jeff Poitras (lister). The problems started by using the parcel ID instead of the tax map ID in the town's system. Not everyone is assigned a parcel ID. Tom does not understand why there is a problem, as all of his Duxbury maps are updated. But he is going through the Grand List and will have everything straight in the next week or so. New copies of the correct maps will be made for the town office.

Winter sand trucking bid solicitation: it was suggested that the town's mailing address be included in the ad. The ad is to run for two weeks in papers of record. It will also be posted online. Craig moved to approve, Maureen 2nd. All in favor. (Ames will follow up with the ad rep to see if we can add town office address to the ad in the paper; she was cc'd on an email by Dick and has the email address for the ad rep).

RFP for Town Single Audit: Craig has developed a draft. The FEMA deadline for the audit is September 30, 2012. Craig recommends bids to perform the audit come in by May 28. He will send out to bid to four firms he knows of who are capable of the audit (out of 8 qualified firms listed by the state auditor's office). This will include an audit on the town's annual finances at the same time. Maureen: should we solicit bids from all 8 firms that are qualified? Craig has chosen 4 firms based on his knowledge of their capacity.

Change in road crew job description: Equipment Operator, Level 1. Motion by Craig to add "lead person" to title and to add to job description: "in the absence of the road foreman, the individual in this position will act as the lead person on the day to day operations of the highway dept. exclusive of financial decisions." 2nd by Maureen. All in favor (4-0)

Brian Fitzgerald, Planning Commission (PC) Chair re: CVRPC road study on Route 2/100, North Moretown intersection. Duxbury was represented on the study steering committee by PC and SB members (Brian, Erica, Ames). The consultant came up with three options: 1) traffic signal (\$820k), 2) traffic signals and a right turn lane onto rte 100, 3) roundabout (\$970k). Roundabout was identified as the preferred option. PC voted to back the roundabout as the long term option. It is likely that the full cost will be covered by federal funds. Making space for the roundabout would mostly cut into the Hannon property. A short term solution requires more discussion with VTrans. A three way stop and addition of crosswalks is one option. Short term solution would need to include

traffic calming features, slower speed limit, etc. There is a general feeling that a short term solution is needed due to pedestrian safety. PC agrees there should be a short term fix with stop signs. VTrans does not want stop signs; they suggest signalizing. Brian is hoping that the SB will back the PC's recommendations, and that the SB and PC will recommend this via a formal joint letter to the RPC.

Maureen moves to submit a letter in conjunction with the PC noting our preference for short term stop signs, long term roundabout. Mike 2nd. All in favor. Brian will draft letter and submit to Dick Charland for signature.

Mo and other Road Committee (RC) members had a meeting with the Greens, who are abutters to the town gravel pit, before the last RC meeting. The Greens would like a letter explaining that the Town will be eliminating the pile of gravel nearest to their property (which is not in the right place); that gravel is going to Camels Hump Rd. Seeding & mulching will be done of berm to help with dust and erosion issues.

The Selectboard opened two sealed bids for hardwood (est. 24-25 cords): 1) Jim Perry \$525; 2) Butch Sherman \$500. Mo moved to accept Jim Perry's quote to remove existing hardwood in the pit. The SB will send a letter announcing the winning bid to Jim and reiterating the due date for removal of the wood. Maureen 2nd. All in favor. Mo will ask Jim who will be hauling the wood to see if they could take the pulp wood out as well. Mo thinks Dale Franklin would take the pulp wood for the price of the hauling for his outdoor furnace. He will check with Jim and follow up with Dale.

Jeff Poitras: wants lines painted on Main St. Steve will follow up with AoT.

Mo: motion to move into executive session for discussion of a legal issue around the gravel pit. Craig 2nd. All in favor. The SB moved into executive session at 7:25 pm.

Motion to end executive session at 7:48 by Maureen. 2nd Mo. All in favor.

Motion to adjourn by Mo, 2nd Craig at 7:49 pm. All in favor.

Minutes submitted by: Ames Robb