

Duxbury Selectboard Meeting, May 14, 2012

Members Present: Dick Charland, Maureen Harvey, Craig Isvak, Mike Marshall, Mo Lavanway
Others Present: Alan Quackenbush, Brian Gibbs, Adam Magee, Christy Caforia, Ken Scott, Jeff Poitras, Steve Wilder, Bob Magee, Lars Dickson, Mark Morse, David Patterson, Shirley Marshall, Shawnee Perry, Brian Fitzgerald, Don Welch, Kristen Fountain, Ames Robb

The meeting was called to order at 6:00

The minutes for the meetings on April 23, 2012 were approved with two corrections on the second page (Motion: Maureen, Second: Mo. All in favor). The meetings of May 8, 2012 were approved with a change to the list of attendees (Maureen, Mo. All in favor)

4. Citizens and visitors to address the board

Alan Quackenbush thanked the road crew for all of their help with Green Up Day pickups. Alan met with Friends of the Winooski, state DEC reps and some neighbors on Camel's Hump Road, and they would like to do some plantings at the bottom end of the "Upper Slide" where all of the trees were cut down. They are getting a supply of shrubs through NRCS. Volunteers to help with the plantings would be welcome (contact Alan). Alan also requested the town crews help with some erosion at the top of the slide near the guard rail and to stabilize the access to the swimming holes. Steve responded that he would get there when the backhoe is repaired and that they would plant grass seed on the access trails.

5. Reports:

- a) Highway Foreman. Steve reports they need a break in the weather to continue grading. Still waiting on two additional crushing bids (at Selectboard request). Waiting to hear from Celia in Waterbury regarding the debris in the bridge on Winooski St to River Rd. Waiting to hear from state about line striping on Main St. The backhoe will be back next week. The 2004 dumptruck should be back later this week. The crew has been working on gravel pit cleanup and shop work.
- b) Town Treasurer financial report. Responding to a question, Ken noted that the funding for the new garage lighting came from the capital reserve fund and so is not listed in the April budget report. Motion to approve April budget by Dick, second Craig. All in favor
- c) Road Committee: no update
- d) Emergency Management Committee: grant application for radios and repeater (to increase signal strength and coverage of radios) is due Friday, May 18. The application is for \$28,400 total. Needs signature of the Selectboard (Dick will sign on Thursday at EM meeting).
- e) Historical Society: working with town to find a location at the town office/garage site for the veteran's monument that will be moved from Main St. Dick will follow up with the Historical Society.

6. Old Business:

- a) Generator option for grant application: Dick reports that the Brookfield company recommends a 20k generator for the garage and an 8.5k generator for the office. They feel these will be sufficient for the towns needs. There was consensus of the board to move forward with acquiring generators.

- b) Listers: no one has come forward yet to fill the lister vacancy
- c) FEMA Report: FEMA has deemed all of our project worksheets now completed. Bridge 35 work was approved in full. We should have a check for that project next week.
- d) AOT Grants: no word on the town's two applications yet. There is a new grant monitoring consultant for onsite grant monitoring. We should expect a visit.
- e) Opening of sand trucking bids: there were seven total bids, one of which was disqualified.
 - 1) C & C Services. Bid of \$75 per hour @ 14yds. per load. The RFP was for quotes by the yard and this bid was disqualified.
 - 2) Griffin & Griffin: \$2.35 per yard (total \$11,750)
 - 3) Adam Stone: \$3.00/yard (\$15,000 total)
 - 4) Newton Trucking: \$3.10 yard (\$15,500) (same rate as service provided last year)
 - 5) Steve Wilder: \$4.15 yard (\$20,750)
 - 6) Steven Owen: total bid of \$26,250
 - 7) Blow & Cote: \$7.10 (\$35,000)

Craig made a motion to award the project to Griffin & Griffin. Mo second. All in favor

f) Perry check/Duxbury Land Trust: there was no money for the softwood taken from the pit to award to the Duxbury Land Trust. Maureen moved to transfer the \$525 from the hardwood sale to the DLT; Mo seconded. All in favor. Ken was instructed to write the DLT a check.

g) New Garage lights have been installed and are bright.

7. New Business:

a) Appointment of Planning Commission member. Brian Fitzgerald told the board that the Planning Commission recommends appointment of Don Welch to their vacant seat. Don is an architect and has lived in Duxbury for 11 years. Motion to appoint Don Welch (Maureen, second by Mike). All in favor.

b) Appointment of Town Officers:

- Service Officer: Shawnee Perry nominated (Maureen, Mo). All in favor
- Zoning Administrator: Al Quesnel nominated (Maureen, Mo). All in favor
- DRB: Eric Ladensack nominated (Dick, Maureen). All in favor
- CVRPC: no nominee
- State Police Advisory Board: Mark Morse (Maureen, Mo). All in favor
- Solid Waste District: Diane Lynch, Alternate: Todd Hill (Maureen, Mo). All in favor
- Fence Viewers: Motion to nominate the slate of Zeb Towne, Lars Dixon and George Welch (Maureen, Mo) All in favor.
- The town no longer needs inspectors of lumber & coal
- Assistant Fire Warden: check on term of Scott Woodard
- Tree Warden: Eric Potter (Craig, Maureen) All in favor
- Emergency management Coordinator: Bob Magee (Mo, Mike) All in favor
- E911 Coordinator: no nominee (this position measures for road numbering)

c) Personnel Policy change on hours. There was a motion to change the personnel policy to reflect four 10 hour work days for the road crew from May 1 – September 30 annually (Mike, second Craig). All in favor. It was noted that it is still the responsibility of the road foreman to ensure continual coverage during the summer months.

d) Website postings. There was a motion by Craig to limit the postings on the town website calendar to town business only. Second: Maureen. All in favor

e) Gravel Pit Report. On Friday May 11, Dick and Mo met with Susan Baird and others regarding the status of the state's Act 250 permit. The state is now reviewing based on that visit. We will likely be asked to submit an amendment on the original permit. Until we hear back from Act 250 the town may do no excavation in the pit or start any remediation. We may access the piles of gravel already processed. (see May 8 meeting minutes for more info). Dick will call to find out if we may store new sand in the pit (result of trucking bids). Abutting neighbors, the Greens and the Graces have not been updated yet. Mo will stop by to talk to the Greens.

At 7:38 pm Craig Isvak moved to go into Executive Session to discuss a personnel matter. Second by Mo. All in favor. Steve Manosh was also present.

At 8:35 pm Dick moved to come out of Executive session. Mo second. All in favor.

Craig moved to issue a letter of reprimand to the road foreman, Steve Mansoh, to become part of his permanent record and that Steve be held responsible for making the town whole financially for gravel pit remediation related to a spill of diesel. Maureen seconded. Vote was 4-1 in favor (Mike opposed).

Craig moved to have the "whistleblower" addendum to the personnel policy reviewed by VLCT and taken up again at the next meeting. Mo second. All in favor.

Shawnee Perry called a point of order, asking why the minutes taker was present during Executive Session. The board responded that they may choose who is present, and/or someone may specifically request to be present.

Lars reiterated how important it is for road crew members and other town officials, including the Selectboard members, to take the online ICS course. Dick will remind Steve.

Motion to adjourn at 8:45 pm by Maureen. Second by Craig. All in favor.