DRAFT

Duxbury Selectboard Meeting Minutes
Monday, January 28th, 2019

Note: The complete audio recording of this meeting may be found at www.duxburyvermont.org.

SELECTBOARD MEMBERS PRESENT	Mari Pratt, Bob Magee, Jerry McMahan, Dan Schillhammer, Kevin Garcia
ATTENDEES	Jill Smith, Maureen Harvey, Mo Lavanway, Adam Magee, Jeff Poitras, David Specht
MINUTES PREPARED BY:	Jonathan DeLaBruere
CALL TO ORDER	The meeting was called to order at 6:00 PM by Mari Pratt.
INTRODUCTIONS OF SELECTBOARD MEMBERS	Selectboard members introduced themselves and attendees were reminded to sign in using the sign-in sheet.

CHANGES TO THE AGENDA

	The following items were changed on the agenda: • Move Rules & Procedure Policy to next meeting • Add Executive Session (Personnel Matters)
CONCLUSIONS	

CITIZENS AND VISITORS TO ADDRESS THE BOARD

DISCUSSION	1. Gravel Pit Mo discussed what the Gravel Pit Committee did to prepare the site for the new Salt/Sand shed. A map was produced that indicates the grade and location of ponds, drainage, and buffers, ect. 2. Act 250 Permit In order to release the Act 250 hold on the gravel pit land, the town needs to submit the map that the gravel pit committee produced, and a timeline for the salt/sand shed grant.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Submit required documents to state	Jonathan	02/11/19
Contact Chris Temple from DeWolfe Engineering	Jonathan	02/11/19
Contact O'Leary – Burke to get gravel pit designs in PDF	Jonathan	02/11/19

APPROVAL OF MINUTES (1/14)

DISCUSSION	Motion by Bob, Second by Jerry, All in favor of approving the minutes with the discussed changes.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Make changes to the 1/14 minutes		Jonathan	ASAP

REVIEW OF SELECTBOARD MAIL

DISCUSSION	1. Email from Steffan Defeo (attached to the minutes) a. The selectboard decided that it is up to the highway foreman to make the determination of when to go check on the roads based on his judgment. For emergency services calls, Adam said he always responds on the first call. For calls that seem to be reoccurring, Adam is going to wait until a second call is received.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

REPORT: SELECTBOARD ASSISTANT

DISCUSSION	See attached report		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

REPORT: HIGHWAY FOREMAN

DISCUSSION	1. Adam attended the Waterbury Reconstruction meeting to make sure the Town of Duxbury is involved in the decision making process, as this reconstruction will surely have an impact on Duxbury. The project manager for this project will be Ken Upwall. Adam also discussed how VTrans has stated that they want the town to wait to replace the culvert on River Road for at least three years, but if the town waits, VTrans will pay for the project in full. Adam is going to get this in writing. 2. The highway department is now a member down due to one member leaving.		
N ITEMS		PERSON RESPONSIBLE	DEADLINE

REPORT: TOWN TREASURER

DISCUSSION			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

NEW BUSINESS

DISCUSSION	1. Review Class 4 Roads Policy a. Need to measure class 3 and 4 lengths on Devlin Road once the snow is gone for the season. b. Webster Road needs to be removed from the list. 2. Annual Certificate Highway Mileage a. This cannot be completed until the Class 4 Roads Policy is updated 3. VSP Ward Hill Issue a. Bob contacted the state police and is waiting for a response. 4. Waterbury Record 01/03/19 Divided Government Article a. Article included in the minutes.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

OLD BUSINESS

DISCUSSION	1. Town Garage Roof/Structure Discussion a. The report from DeWolfe Engineering was discussed, and what the town needs to do to move this project forward. Motion by Bob, Second by Kevin, All in favor of moving this project forward by getting design plans and cost estimate from the engineer. 2. Waterbury Fire Department Contract a. The Waterbury Fire Department contract and cost was discussed. Motion by Bob, Second by Jerry, All in favor of accepting the Waterbury Fire Department contract for FY20, but to revisit for FY21. 3. Gravel Pit Act 250 Permit Update a. See Citizens & Visitors to Address the Board 4. Salt/Sand Shed Site Work Update a. See Citizens & Visitors to Address the Board 5. Budget Review a. It was discussed that the Selectboard really needs to understand the budget going into town meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Contact DeWolfe Engineering to get design plans/cost estimate to fix the town garage structure	Jonathan	02/11/19

EXECUTIVE SESSION (PERSONNEL MATTERS)

DISCUSSION	1. Entered Executive Session at 8:04 PM. 2. Came out of Executive Session at 9:08 PM. 3. Motion by Mari, Second by Jerry, All in favor of accepting the resignation of Highway Department crewmember Doug Siple. Doug will continue to receive his pay for an additional two weeks. 4. Motion by Bob, Second by Jerry, All in Favor of hiring Kyle Guyette as a highway department crewmember. Kyle is an existing part-time employee that will be moved to full-time at a starting rate of $21.00/hour.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ADJOURNMENT	Motion by Mari, Second by Jerry, All in favor of adjourning the meeting at 9:11 PM.

Town of Duxbury
Selectboard Assistant Report
01/28/19 Selectboard Meeting

1. Selectboard Assistant Announcement

a. As of 12/17/18, I have accepted a full-time position with the Central Vermont Regional Planning Commission (CVRPC) as an Assistant Planner. My main responsibility there is the coordination of the emergency preparedness and hazard mitigation program. I am assisting municipalities with updating their Local Emergency Management Plans (LEMP), Local Hazard Mitigation Plans (LHMP), and EMD/EMC training and outreach. CVRPC is a regional planning organization working with and for twenty-three municipalities in Central Vermont, including all the towns in Washington County and three towns in Orange County. We assist member municipalities, area non-profits, other regional organizations, State and Federal agencies, and the general public in providing effective local government, and work cooperatively with them to address regional issues. I want everyone to know that even though I am working at CVRPC, that this in no way changes my role or responsibility to the Town of Duxbury. I am going to continue working in my role as the Selectboard Assistant, and will do everything I can to support this community.

2. Grants In-Process

a. Crossett Hill Road Slide (Planning Phase) – FEMA
   i. Golder finished up the soil borings on Crossett Hill. They terminated the first hole at ~40ft with 5 ft of rock core and installed a well. The second hole was terminated at ~25ft in the sand layer below the clay.
   ii. The water level data logger came in for the monitoring well that was installed. Golder is planning to install the data logger this Friday, February 1st around 10:00 AM.
   iii. They will then be in touch once they've had a chance to evaluate the data and begin the preliminary alternatives analysis. I am having a phone conversation with them this week to determine a timeline for the deliverables.

b. Scrabble Hill Road Stabilization – Municipal Highway & Stormwater Mitigation FY19
   i. Meeting with our project manager this coming Thursday (1/31) to discuss the next steps in the process.

c. Salt Shed – Municipal Highway & Stormwater Mitigation FY19
   i. Meeting with our project manager this coming Thursday (1/31) to discuss the next steps in the process.

3. **Grants – Pending Review**

    a. Ryan Road Culvert Replacement – Better Roads FY20

    b. Scrabble Hill Road Culvert Replacement – Better Roads FY20

    c. Morse Road Culvert Replacement – Better Roads FY20

    d. Camels Hump Road Scoping Study – Transportation Alternatives FY19

    e. Camels Hump State Park Infrastructure Improvements – VOREC

    f. Stevens Brook Road Culvert Replacement – Pre-Disaster Mitigation (PDM)

4. **Grants – Currently Writing**

    a. Welch Road Culvert Replacement – Vermont Watershed
        i. February 15th, 2019 Deadline

    b. Atwood Road Culvert Replacement – Town Highway Structures Program
        i. April 12th, 2019 Deadline

    c. River Road Culvert Replacement – Class 2 Town Highway Road Program
        i. April 12th, 2019 Deadline

    d. Camels Hump Road Bridge Replacement – Town Highway Bridge Program
        i. April 12th, 2019 Deadline

    e. River/Hart Road Culvert Replacement – Hazard Mitigation Grant Program (HMGP)
        i. May 12th, 2019 Deadline

01/28/19 Selectboard Meeting

* Please sign in

Jill Smith
Maureen Harvey
Mo LaVanway
Adam Magee
Jeff Poitras
David Specht

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people get jobs, build savings, go to college, start businesses and buy their own homes. We see firsthand how individuals

former state legislator, secretary of transportation and gubernatorial candidate. She is executive director at Capstone Community Action.

Divided government

GUEST PERSPECTIVE

JOHN FREITAG

DIVIDED GOVERNMENT does not necessarily always mean confrontation and/or inaction. Vermont is a place where it has and can work.

Here are three modest measures that build on existing programs that address current key needs of water quality, climate change, and infrastructure.

They could be areas in which agreement might quickly be found and help set a positive tone in the upcoming legislative session.

• Raise the can and bottle deposit fee to 10 cents.

The returnable deposit, first instituted over 45 years ago, has not changed since then. Due to recent changes, millions of dollars in unclaimed funds annually now go to the Clean Water Fund. Doubling the deposit fee would significantly add to this amount.

• Raise the Vermont gas tax by 2 cents, with 1 cent going to state-maintained highways and 1 cent going to town-maintained highways.

While it would make the most sense to raise the federal gas tax, something that has not been done for decades, to support our infrastructure, it is unlikely this will happen soon. With gas prices going down, this may be the ideal time to modestly raise the state gas tax.

Although a good deal of work continues to be done on our roads and bridges, there is a need for more repair and improvement.

Towns rely on already overused property taxes for the majority of their highway expenditures and an increase in the gas tax, with half of the additional funds going to cities and towns, would be helpful. This "user fee" would also encourage conservation measures while not requiring the imposition of any new complex bureaucracy.

• A voluntary carbon-offset program similar to the Vermont Strong license plates or Wildlife Fund could have funds collected going to projects in affected watersheds, both to decrease greenhouse gases and improve waste handling.

Headquartered in Burlington, Native Energy is one of the largest companies providing carbon offsets. While many of its projects are outside our area and even our country, it has successfully supported two projects in Vermont: a biogas digester in Essex Junction and a composting program at a 300-plus-cow dairy farm.

Unfortunately, at the moment there are no programs in Vermont to which people can offset their carbon usage.

If the state were to partner with this already established, proven public benefit company on projects in Vermont, those individuals and companies who feel that climate change needs to be addressed and wish to voluntarily take responsibility for their own footprint could do so, and in a way that would also help address water quality issues in Vermont. Again, as with the two other proposals, little if any new bureaucracy would be needed.

Politics always involves friction and contention. It is, after all, in essence about who gets what and who pays for what.

Yet, if we look for ways that can best address the common good while putting aside as much as possible ideology, power and personality, this upcoming session could make significant progress on the challenges we face.

Often, small trust-building measures such as those outlined above can lead to more substantial agreements. The election is over and it is time for those in whom we have put our faith and trust to find ways to move forward.

Perhaps these suggestions could serve as a useful starting point.

John Freitag is vice chair of the Strafford Select Board.

Waterbury Record 1/3/19

FEB. 14, 2019 Government Day 8:a to 3:30p

Gmail

Jonathan DeLaBruere <duxbury.sb.assistant@gmail.com>

Select Board Meeting Minutes 1/14/2019

Defeo, Steffan <Steffan.Defeo@uscis.dhs.gov> Fri, Jan 25, 2019 at 7:46 AM
To: "mari.duxburyvt@gmail.com" <mari.duxburyvt@gmail.com>, "Bob Magee (rmagee@myfairpoint.net)" <rmagee@myfairpoint.net>, "jerrymcmahanvt@gmail.com" <jerrymcmahanvt@gmail.com>, "dschillvt@gmail.com" <dschillvt@gmail.com>, "kevinduxburyvt@gmail.com" <kevinduxburyvt@gmail.com>, "duxbury.sb.assistant@gmail.com" <duxbury.sb.assistant@gmail.com>, "adam.duxburytown@myfairpoint.net" <adam.duxburytown@myfairpoint.net>

Good Morning Everyone,

I was just reading through the select board meeting minutes for 1/14/2019. I figured an email would be easier than attending a meeting, to start. It's difficult for me to attend the meetings due to work conflicts, however if this email could be addressed in your next select board meeting that would be great.

I saw under Highway Foreman's Report a motion was made that the highway foremen should wait until second call about the same issue to respond to that call. I have some very serious concerns with this.

If a citizen makes a call with a complaint and or concern in regards to a road condition that issue should be investigated by the road foreman, regardless. I think this is setting a precedent for the foreman to pick and choose when and how he goes to investigate. I think the select board should relook at that motion to maybe create a policy if there are repeated complaints and they have are unwarranted, then, maybe, a second call is necessary. However making a motion and establishing a process for all roads and citizens without feedback, I think should be re looked at. I know, I, for one I have made calls during mud season as the road condition was so bad it needed the road foreman's attention, which he dealt with immediately. With this new motion a second call for the same condition would need to be made to warrant a response by the foreman. I have a problem with that. Citizens are your number one best information tool on road conditions. If numerous phone calls have to be made to investigate, more time is wasted and or damage to the road if it had been investigated when the first call was made.

I completely understand we live on dirt roads and should have the correct tires and vehicles, I get it. However a citizen who may have a legitimate road concern should be able to call and have it investigated. The motion passed is a one size fits all and I don't think it's that easy. If the same person makes the second phone call is that enough to warrant an investigation or will it be ignored because it's the same person calling? My fear is it will be ignored, because the motion made doesn't address these questions.

The road foreman's reasonability is the roads and to ensure those said roads are in good condition. However I also understand he, Adam, should not be out for hours on end investigating feverous complaints. I think there should a better way to field those complaint then a second phone call. That first phone call could be a distinct emergency road condition and if you are giving Adam the flexibility to not go investigate until a second phone call, could be very problematic in my view.

Looking forward to your response and feedback.

Respectfully,

Steffan Defeo

Duxbury Resident Corssett Hill