

SELECTBOARD MEETING
November 10, 2014

PRESENT: Dick Charland, Maureen Harvey, Mo Lavanway, Amy Scharf, Adam Magee, Mame McKee, Connie Beyerle, Jeff Poitras, Beth Wilbur, Brian Fitzgerald, Bonnie Morse, Jill Smith, John Murphy, Alan Quackenbush, Shaunee Perry

Dick called the meeting to order at 6pm.

APPROVAL OF MINUTES

October 27, 2014 Mo made motion to accept with changes, Amy second. All in favor.

ADDITIONS TO THE AGENDA

Unifirst Contract - Hayes Road - Austin curb cut request

CITIZENS AND VISITORS TO ADDRESS THE BOARD

No citizens to address the board.

ROAD FOREMAN REPORT

Joseph Mitchell sent a bill in the amount of \$631.83 for four new tires which he maintained he needed to replace since they were damaged on River road 10/26. He gave no details of the damage or the event that occurred. Mo will call him to advise him to contact his insurance company.

FEMA 2013 work is done with the exception of returning the rented bridge on River Road at Hayden Hill. Two of the FEMA 2014 projects will be done next year - Steven's Brook Road and a washout at the bottom of Camel's Hump. Ralf, from VTAOT, will come on Thursday to review the work that has been done and file a report that it has been completed.

The trucks have been set up for winter. The sander used in the pickup truck has a motor that is frozen. It came from Waterbury and has enough damage that it isn't worth spending \$1,000 for repairing. Due to the price increase in salt they will not be able to salt as much as they did in prior years.

Maureen asked about the repair of the gravel pit gate. Mo thought we should lock it and move some sand to the garage area so we can monitor the usage and eliminate anyone taking something that is not authorized.

TREASURERS REPORT

Beth will forward the monthly financial report to us sooner so we have more time to review it. She provided us with the budget planning worksheets and the summary of the taxes that were billed and received. She will be doing a training session with NEMRC on Monday.

ROAD COMMITTEE REPORT

After the road report from the foreman the road committee reviewed projects that they would like to propose to the Selectboard. One project was to rebuild Crossett Hill south from Birch Street to the pavement by cleaning and stoning the ditches, replacing culverts, adding gravel and top with a stay mat mix. The other end of Crossett near the town office is problematic in the spring. When the intersection was changed they moved the culvert and the water does not move away from the road as it should. They will contact Glenn Towne, the abutter, to see if they can come up with a solution. Ralf, from AOT will be here so Dick suggested they ask him for any suggestions he may have for the solution. Additional projects include adding gravel to the surface of River Road, installing three to four culverts under pavement and reclaiming the gravel pit.

They will meeting at the gravel pit on the 24th at 4:00 pm to work on a future plan and formulate recommendations for the board. The SD Ireland engineer sent a letter to the state saying that the fill from the project did not have a clean fill status and could not be put in the gravel pit but they would like to proceed with the process so that they may be able to use the pit at a later point on another project.

EMERGENCY MANAGEMENT COMMITTEE

Mame briefed the board on the progress that the Emergency Management Committee has made and provided a report. The report is attached.

SIGN BILLS

Dick reminded Selectboard Members the Warrants were on the table for their review and approval.

PERSONNEL POLICY

The attorney will review after the first of the year.

RYAN ROAD

They have done a lot of work on the road and made a lot of progress but still need to provide us with the license for the turnaround area. Once it is received it will be forwarded to our attorney for review. They also need to install the sign to raise the blade for summer maintenance. The ditching and gravel meet the requested requirements. Once the paperwork is done it would be brought to the board to change the status from Class 4B to a Class 4A.

WILDER ROAD REPAIR STATUS

Wilder road is complete.

DOWSVILLE

The Weatheralls did not give permission to have the line run where it is now placed. It is laying on the ground and does not conform to zoning. Fairpoint took out the line on the road. Mr. Halpin spliced into Beyerle box on pole. He later cut that and ran a new line and left the cut line lying there. They do not clean up after their lines and have telephone wire coming out of the road.

ROBERT AUSTIN CURB CUT

Adam reviewed the curb cut submitted by Bob Austin. He said that it would require an 18 inch culvert and would have to be at least ten feet from the abutter's property line. Amy recued herself from the vote. Maureen made a motion to approve the curb cut, Mo second, All in favor.

HAYES ROAD

Federal Fish and Wildlife and Friends of the Winooski are seeking funding for new culvert on Hayes road. The town owns it and is responsible for the maintenance of the structure. Before any decision to replace the culvert is made the options would need to be brought before the board to review the long term obligation of the town and vote if the culvert should be replaced.

FR. LOGUE'S CAMP

The Planning Commission will be discussing it at their meeting on Thursday.

UNIFIRST CONTRACT

Adam has been persistent in working with the Unifirst uniform company to try to obtain better service. They have obtained a new driver and we have received much better service. We have used them since 1992 but last year questioned the contract and the legitimacy of the contract. At that time we discussed terminating the contract but the termination clause was cost prohibitive.

Adam called the district service manger. They submitted a five year contract with a substantial price reduction. We will need to review the termination clause and price increase policy in the new contract. Mo made a motion to pursue a contract with Unifirst for a period of not more than five years. Maureen second, All in favor.

CEMETERY COMMISSION

The cemetery commission members will not be returning to the commission next year. Stephanie has moved and Greg and Kim no longer want to serve on the commission. They have done a tremendous amount of work and put the cemeteries in good shape. Dick asked that people spread the word to see if anyone might be interested in filling those positions at town meeting.

BROOKWOOD GENERATOR SERVICE

The generator is doing its regular cycle every Monday at 10 a.m. and seems to be in good order. The crew has used it once so it does not receive a lot of use. The once a year service was thought to be adequate and we will sign up for that service plan.

PETITION

Bonnie Morse submitted a petition to change the term of the Treasurer and Town Clerk from three years to one year. It will be forwarded to the town clerk to verify the signatures.

BUDGET PREP

Brian Fitzgerald stated they wanted to revise the zoning ordinance and wanted to hire a consultant to help them with the project. Brian spoke with RPC about the cost of a consultant and determined that it could be as high as \$20,000. If they received a grant they might be receiving approximately \$16,000 and the town would have come up with \$4,000 in matching funds.

The board reviewed the Roads and Equipment sections of the budget and entered the numbers for the first six months of 2015 and FY 2015/2016.

Motion was made by Mo to adjourn at 8:30 pm. Seconded by Amy, all in favor.

Submitted by Maureen Harvey 11/11/2014.

The mission of the Duxbury Emergency Management Committee is to provide a comprehensive and integrated emergency management system that coordinates Federal, State and Community resources to protect lives, property and the environment through mitigation, preparedness, response and recovery from all natural and manmade hazards that may impact our town.

Report to Select Board
11/10/14

Emergency Management met on 11/6/14.

From our recent trainings we know setting up an Emergency Operations Center includes creating at a glance information consistent for all shifts of staff. One of the simplest ways is a posting wall that holds the most recent information. Although the committee has provided all Zone Captains with road maps of their region, we have not been satisfied with the detail available relative to 911 addresses.

Eric Zetterstrom is working with Dan Courier of Central Vermont Regional Planning Commission to create a town road map with specifics developed by the committee. Along with all 911 addresses and roads it will include location of hydrants, culverts, repeaters, list roads by type, Washington Electric and Green Mountain Power service areas and more. The result of this project will be a large detailed map with a write on/wipe off surface with which to track road accessibility and event impact.

Depending on the usefulness of the map, we may upgrade the Zone maps. Culvert locations would be very helpful for Zone Captains to check flows.

The State will be offering D-LAN training in January and we have reserved four spots. D-LAN is multi-user computer software system offering each enrolled town to have a folder in their "Reference Library" to store important documents that the town might need to see remotely such as plans and other documents that those assisting with an incident may need access to remotely (LEOP, Mitigation Plans, Contact Lists, etc). This means that there are no storage requirements. It will be possible to use town computers and home computers to use the software and access the stored information.

There are other facets of this software that we expect will benefit our community during an unfolding event.

Respectfully submitted,
Mame McKee
DEM Director