

## Duxbury Selectboard Special Meeting Minutes

Monday, April 29<sup>th</sup>, 2019

Note: The complete audio recording of this meeting may be found at [www.duxburyvermont.org](http://www.duxburyvermont.org)

<b>SELECTBOARD MEMBERS PRESENT</b>	Bob Magee, Mari Pratt, Jerry McMahan, Dan Schillhammer, Kevin Garcia
<b>MINUTES PREPARED BY:</b>	Jonathan DeLaBruere
<b>CALL TO ORDER</b>	The meeting was called to order at 6:00 PM by Bob Magee
<b>INTRODUCTION OF SELECTBOARD MEMBERS</b>	Selectboard members introduced themselves and attendees were reminded to sign in using the sign-in sheet.

### CHANGES TO THE AGENDA

<b>DISCUSSION</b>	1. Remove Approval of DuBois & King contract for Salt/Sand Shed as the board already approved the proposal, and is just waiting on VTrans to approve the consultant selection form. Once VTrans approves, only the Selectboard Chair needs to sign the agreement.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

### CITIZENS AND VISITORS TO ADDRESS THE BOARD

<b>DISCUSSION</b>	N/A		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

### NEW BUSINESS

<b>DISCUSSION</b>	<b>1. Approval of Sand Hauling</b> a. Adam is creating a Request for Proposals for the hauling of 6000 yards of sand that he will forward to Jonathan to include on the VLCT website and in the Waterbury Record.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Post Sand Hauling RFP to VLCT Classifieds and send to the Waterbury Record	Jonathan	ASAP	

**OLD BUSINESS**

DISCUSSION	<p><b>1. Gravel Pit Act 250 Permit Update</b></p> <p>a. A site visit with Act 250 took place on Monday, April 29<sup>th</sup>, 2019 at 9:30 AM to determine what the town must complete before getting the final gravel pit reclamation approval from Act 250. Susan's email that provided direction is included in the minutes from this meeting. Once this is complete, the town can proceed with the site work in preparation for the new salt/sand storage facility. Jonathan and Adam will work together to create a scope of work from Susan's email and draft a Request for Proposal to solicit bids from at least two contractors.</p> <p>b. Motion by Dan, Second by Jerry, All in Favor of having Karl Marchessault from O'Leary - Burke Civil Associates to move forward with further stormwater designs and the stormwater permit.</p> <p><b>2. April 2019 Flooding Damage</b></p> <p>a. FEMA conducted a Preliminary Damage Assessment of the damage that occurred in the town as a result of the rain/snow melt. All work completed on these damages will be documented and is reimbursable by FEMA.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

**EXECUTIVE SESSION – EMPLOYMENT INTERVIEWS**

DISCUSSION	<p>1. Motion by Jerry, Second by Kevin, All in Favor of moving into Executive Session at 6:35 PM for the purpose of conducting employment interviews for the seasonal highway department position.</p> <p>2. The board came out of Executive Session at 8:16 PM. Motion by Dan, Second by Jerry, Vote of 4-1, to offer Ben the seasonal employment job at \$20/hr after passing a drug-screening test.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ADJOURNMENT	The meeting adjourned at 8:18 PM		
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Jonathan DeLaBruere <duxbury.sb.assistant@gmail.com>

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## LUP 1243-4, Duxbury Gravel Pit, Final Reclamation Site Visit

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**Baird, Susan** <Susan.Baird@vermont.gov>  
To: Jonathan DeLaBruere <duxbury.sb.assistant@gmail.com>  
Cc: "Baird, Susan" <Susan.Baird@vermont.gov>

Tue, Apr 30, 2019 at 8:25 AM

Hi Jonathan:

The following will summarize the site visit my Commissioner and I took yesterday. Please forward this e-mail to Kevin, who I understand will be responsible for the final reclamation of the pit. BTW, Kevin took notes as well.

We observed that the old junk had been removed. All in all we found the site to be generally stabilized, although there are a few areas that require additional attention. In no particular order:

There are sand and rock stockpiles still on the site, which we were advised are dedicated to a pending job to be undertaken in late May or June. All of the stockpiled material will be removed for this job and then this disturbed area will be graded level.

There is a bank within the pit, just south of the "pond" which is not stabilized; we noticed rills that are channeling water and eroding; this area requires plantings.

A few of the trees planted as a screened buffer for the adjoiners have died; they need to be replaced. (One appears to have snapped off) As we circumnavigated the pit to the east, it was also noted that a dead tree had fallen onto one of the new planted trees; the dead tree needs to be removed so it doesn't damage the live tree.

Continuing on, we observed evidence of stormwater discharge leaving the pit and entering the stream below via an area that is lower than the neighboring bank. This area has been problematic in the past. (The "pond" outlets in this area) It was agreed that the berm around the perimeter in this area could be raised to be level with the rest of the bank, and raised all the way up to the edge of the area adjacent to the concrete blocks that protrude beneath gravel. It appears that stormwater flows off this disturbed area (gravel and topsoil that is not stabilized) and sends sediment into the stream. Consideration as to how to stabilize this area, which is directly behind the large sand stockpile to the left of the chloride tanks, needs to be formalized to prevent stormwater discharge from leaving the site.

Kevin provided us with a copy of the O'Leary-Burke "Town of Duxbury Proposed Site Plan" dated 4/26/19. We were also advised that Karl Marchessault is the engineer involved-he has experience with this pit.

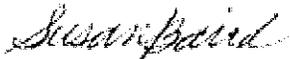
Karl should follow up with ANR staff re stormwater to determine whether a SW permit is required for the proposed infrastructure depicted on Sheet 2 of the aforementioned proposed plans; also to determine if ANR needs to "sign-off" on any SW permit issued for the project to address the previous violation.

With respect to the "pond", it is unclear if that is intended to remain or be filled in. We observed a pair of Canada geese perhaps claiming the area for a nursery.

Act 250 would need to review any infrastructure/planting plans proposed within the pit area that would permanently reclaim the gravel pit. However, once reclamation is deemed to be satisfactorily completed, Act 250 jurisdiction would expire, and Act 250 review and approval would not be required for the design/construction of the salt storage shed.

Let me know if you have any questions.

Best,

A handwritten signature in cursive script that reads "Susan Baird".

Susan Baird, District Coordinator

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