

Duxbury Selectboard Special Meeting Minutes

Monday, June 17, 2019

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

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

CITIZENS AND VISITORS TO ADDRESS THE BOARD

DISCUSSION	1. David Specht, Interim Zoning Administrator, would like to address the board about a zoning compliance issue after the Town Budget Discussion under New Business.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

NEW BUSINESS

DISCUSSION	<p>1. Town Budget Discussion – Adam Magee, Highway Department Foreman, began the budget discussion with presenting both the 2013 & 2019 draft Vermont Agency of Transportation Road and Bridge Standards. Adam also presented the board with a list of the town highway department budget, expenditures, capital reserves, and escrow accounts. After presenting the materials to the board, Adam began going through all the individual budget line items in more detail.</p> <ul style="list-style-type: none"> • Sand <ul style="list-style-type: none"> ○ Budgeted: 6000 yards for fiscal year 2020, but explained that in the 2021 fiscal year budget the town could go back down to 5000. The reason for this is that in previous years, the town had only budgeted for 4000 yards, and with this past winter weather starting in October, the Highway Department used most of the sand including the reserve. • Gravel Trucking <ul style="list-style-type: none"> ○ Adam discussed increasing the subcontractor and trucking line items for gravel, so that the Highway Department can
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get back on track with road maintenance. He also discussed putting money away into an emergency fund for when the town experiences disasters. The current gravel is coming from Bolton, and is not up to the quality that Adam would like to see being used. He recommended increasing the gravel budget by 200%. Given the recent disasters, Adam explained that if the Highway Department worked only on basic maintenance it would take them up to 10 years to get the roads up to the required standards.

- Maintenance Stone
 - The Highway Department currently uses 1 ¼ inch clean stone that comes from South Barre. This is used in the spring during mud season to fill the potholes in the road.
 - 2020 Budget: \$2,500
 - 2021 Budget: \$10,000 proposed
- Ditching Stone (8 inch)
 - The town gets reimbursed for a lot of this type of stone from the state and FEMA due to the flooding events that impact the town.
 - 2020 Budget: \$11,000
 - 2021 Budget: \$15,000 proposed
- Blasting/Hammering
 - There are places where ledge/bedrock is preventing the Highway Department from establishing the appropriate ditch per the standards. The board and Adam discussed that doing this type of work is tough on the town-owned equipment, and should be done with a rented machine or subcontracted out.
- Salt
 - The board and Adam discussed that about 20% of the salt was wasted due to the conditions of the current salt storage building, and that when the new building is completed this won't be a problem. The town currently gets their salt from Middlesex and pays \$1.78/ton.
 - 2019 Budget: \$10,800
 - 2019 Actual: \$16,933
 - 2021 Budget: \$15,000 proposed
- Chloride
 - 2019 Budget: \$16,000
 - 2019 Actual: \$12,000
 - 2021 Budget: \$16,000 proposed

- Culverts
 - The proposed budget allows the town to purchase 18” and 24” culverts. The town currently has a stockpile of culverts, but Adam has identified a location to use most of those.
 - 2019 Budget: \$6,000
 - 2021 Budget: \$6,000 proposed
- Signs
 - 2019 Budget: \$9,000
 - 2019 Actual: \$6,000
 - 2020 Budget: \$3,000
 - 2021 Budget: \$3,000 proposed
- Guardrails
 - 2019 Budget: \$5,000
 - 2021 Budget: \$5,000 proposed
- Mowing
 - 2019 Budget: \$8,000
 - 2021 Budget: \$8,000 proposed

2. **Zoning Compliance Issue** – David Specht, Interim Zoning Administrator, received a request from a resident to do a compliance check on a zoning issue. After some investigation, David felt that there were too many issues, and now the State River Management Engineer is involved. For development in the flood hazard area, a notice is required to be sent to the state. A Development Review Board hearing is scheduled for Tuesday, June 25, 2019 beginning at 7:00 PM in the Municipal Meeting Room at the Town Garage.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Going to research prices and qualities of gravel in the area to determine where we should purchase in the future	Adam	Next Budget Meeting
Look into prices to rent a blasting/hammering machine or to subcontract the work out	Adam	Next Budget Meeting
Call Washington County Sherriff’s department to get a price quote on flagging	Adam	ASAP

ADJOURNMENT	Motion by Dan, Second by Jerry, All in Favor of adjourning at 8:03 PM.
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