

**Minutes for SPECIAL SELECTBOARD MEETING
August 11, 2014**

PRESENT: Dick Charland, Mo Lavanway, Maureen Harvey, Marty Wells, Amy Scharf, Kym Andrews, John Murphy, Lawrence & Martha Ewell, Steffan Defeo, Lars Dickson, Jeff Poitras, Jennie Brinkman, Colette Charland, Bob Magee, Adam Magee, Andre & Maureen Bothfeld, Shawnee Perry, Daniel Izor, Diane Sansone, Ben Scribner, Brian Fitzgerald, Patty Delaney

Dick called the meeting to order at 6pm.

APPROVAL OF MINUTES

- July 14, 2014. Mo made the motion to accept with no change. Maureen seconded, all in favor.
- July 18, 2014. Maureen made the motion to accept with no changes. Mo seconded, all in favor.
- July 30, 2014. Maureen made the motion to accept with no changes. Mo seconded, all in favor.
- August 6, 2014. Maureen made the motion to accept with no changes. Mo seconded, all in favor.

Dick added to the end of the agenda 54 River Road.

CITIZENS AND VISITORS TO ADDRESS THE BOARD

Lars expressed his concern over the 3rd of a mile of road above his home at the end of Camels Hump. Dick confirmed this is a Class 3 road and requested Adam to grade the section of road in question. Lars also requested the Selectboard to open dialogue with the State Representatives to access funds as we are the stewards of the access to the Camels Hump hiking area. Lars requested what the average cost per mile for road maintenance in Duxbury is.

Mr. & Mrs. Ewell expressed their concern over the July 18th and August 6th minutes not being on the website for their review prior to the meeting. Dick explained the July 18th minutes were an oversight on the part of the Selectboard member who took the minutes and the Clerk to the Selectboard. The August 6th minutes are still within the required five days to post timeline. Jennie Brinkman recommended reading the minutes to be approved if they aren't posted on the website prior to approval.

Stefan Defeo questioned the paving on the south end of Crossett Hill. Adam confirmed this is ours for maintenance.

Ben Scribner expressed his disapproval of the Road Committee's recommendation for Class 4 roads to be turned over to Trails. Dick confirmed there are no plans to put this on the agenda for the Selectboard at this time.

HIGHWAY REPORT

Adam reported they are cutting shoulders on River Road, graveling sections on Turner Hill, Crossett Hill and Clark Road, and there are still repairs which need to be done from the April 15th heavy rains. There have been 6 road signs stolen in 2 weeks, as well as roads being torn up from "blowing donuts" on the north end of town. Adam request the police be notified if you witness either of these events occurring or have any information.

TOWN TREASURER FINANCIAL REPORT

Kym reported the tax bills are in the mail. Kym also reported that Christy Caforia has stepped down as Assistant Treasurer and Beth Wilbur has been appointed as the new Assistant Treasurer. Beth has reconciled the July checkbook balance and was of big help with the tax bill mailing. Kym reported Annette has been doing an excellent job on Delinquent Tax Collection and provided the balance due at \$30,312.32 with more monies coming in this week and payment arrangements on the rest. Amy Scharf questioned why the Legal Support was over budget. Dick reported this was for services relating to the Health Care discrepancy, Line of Credit, and Bank Negotiations.

Motion was made by Mo to accept the Town Treasurer Financial Report. Seconded by Maureen, all in favor.

ROAD COMMITTEE REPORT

Mo reported the Road Committee was not held this month.

EMERGENCY MANAGEMENT COMMITTEE

Shawnee Perry request this be postponed until Mame McKee were present.

SIGN BILLS

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

PERSONNEL POLICY

The Selectboard is currently reviewing the Personnel Policy for update and are through Section 25. Dick reported the Town has the benefit of John Murphy's expertise during this process, which has been very helpful. The next meeting to review the Personnel Policy has been scheduled for Wednesday, August 20th at 6pm as a Special Selectboard Meeting.

TOWN CLERK HEALTH INSURANCE DISCREPANCY

Dick reported there still has been no word from the Town Clerk's lawyer. Amy requested for the amount of legal fees to date and Dick reported approximately \$3,000.

Motion was made by Mo to proceed in Small Claims Court for collection of the Health Insurance due by the Town Clerk. Seconded by Maureen, all in favor with the exception of Amy who abstained.

RYAN ROAD

Ben Scribner expressed his extreme disappointment to the Selectboard's decision in regards to Class 4 roads and feels this issue needs to be brought to the Town as a whole. Discussion ensued about Class 4 roads and the history of the written policy which began in October 2013. Lars pointed out that Boards can't be held to previous Boards, as per State Statute. Mo pointed out that as per VLCT it is nice we are setting up policy but we now can not deviate from policy.

WILDER ROAD REPAIR STATUS

Dick reported everything is on schedule for the culvert to be delivered the end of this week and Walker Construction will start preliminary work this week with a full start date Monday, August 18th. Walker estimates a 1.5 week before road will be open to through traffic. Dick will contact Chris Viens regarding continued temporary access until the road is opened.

ACT 250 HEARING ON GRAVEL PIT FILL PERMIT

Mo reported they have an update from the engineer that all previous concerns have been addressed, pending the soil testing.

PLANNING COMMISSION UPDATE ON TOWN PLAN

Brian Fitzgerald reported that the Town Plan has been sent to the Selectboard and the Selectboard must now hold a hearing between 30-120 days. Brian recommends doing so at the October Selectboard meeting. Brian will post the new Town Plan, along with the 10/13 Hearing date on the Town Website and will provide color copies and digitally of the maps.

GMP SUBSTATION HEARING REPORT

Brian Fitzgerald reported he attended the pre-hearing conference to set the schedule and identify issues. GMP has applied for a Certificate of Public Good to build the new structure. Brian provided a brief history of the GMP request. Brian has a draft letter laying out issues he sees and he will wait to see how GMP responds before he makes a recommendation to the move forward.

REVIEW OF FEMA STATUS

Maureen reported there are four project worksheets to the April 15th, 2014 storm damage: two for Wilder Road and one each for the North End of Town and the South End of Town. There didn't seem to be any pushback from FEMA and it is pending worksheets to review and approve. These are all considered small projects. Mo reported there was a general feeling from FEMA to reimburse Wilder Roads for the same size culvert, however Duxbury paid for a hydro study a few years ago which provided the need for a larger culvert and Duxbury signed the State Road Standards. Dick will contact Ben Rose of State Homeland.

AWARD RIVER ROAD CULVERT REPLACEMENT

Dick received 2 out of 3 bids. Blow & Cote did not respond. Griffin & Griffin bid \$82,325. Kingsbury Construction bid \$149,797. Engineer has reviewed the bids and recommends Griffin & Griffin's. The delivery date of the culvert by the vendor is September 19th. Dick is trying to contact the Bus Barn to make arrangements as there will be a time for road closure.

Motion was made by Maureen to award the River Road Culvert Replacement to Griffin & Griffin, not to exceed \$82,325. Seconded by Marty, all in favor.

TAX COLLECTIONS VIA CREDIT CARD

Kym reported she has researched various companies who offer payments via credit cards to be accepted by taxpayers. There is a 3% fee assessed to the end user at the time of payment. If the Selectboard approves Kym will contact PayGov, the company recommended, who will send a link to be placed on our website. That link will redirect the taxpayer to a secured site where they can make their payment and be notified of the fee for the transaction.

Motion was made by Mo for the Treasurer to accept Credit Card payments as a form of payment for town taxes. Seconded by Maureen, all in favor.

PAPERS OF RECORD

Dick postponed to next meet.

54 RIVER ROAD

Dick reported he received bids from 3 companies for Asbestos testing and removal with TMC coming in the lowest at \$6,100. Dick has also made arrangements with the Waterbury Fire Department to use this as a test practice site. FEMA will reimburse us for all expenses incurred.

Mo made the motion to award TMC to clean up the asbestos from 54 River Road in Duxbury not to exceed \$6,100. Seconded by Marty, all in favor.

Motion was made by Mo to adjourn at 7:55pm. Seconded by Maureen, all in favor.

Submitted by Kym Andrews 8/15/14.