

## Duxbury Selectboard Special Meeting Minutes

Wednesday, August 28, 2019

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

SELECTBOARD MEMBERS PRESENT	Bob Magee, Mari Pratt, Dan Schillhammer, Kevin Garcia
MINUTES PREPARED BY:	Jonathan DeLaBruere
CALL TO ORDER	The meeting was called to order at 6:02 PM by Bob Magee.
INTRODUCTION OF SELECTBOARD MEMBERS	Selectboard members introduced themselves and attendees were reminded to sign in using the sign-in sheet.

### CHANGES TO THE AGENDA

DISCUSSION	1. Add voting procedure		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

### CITIZENS AND VISITORS TO ADDRESS THE BOARD

DISCUSSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

### SPECIAL MEETING ITEMS

DISCUSSION	<ol style="list-style-type: none"> <li>1. <b>Voting Procedure</b> – For the board to take action, there must be a quorum in agreement, a majority of the total membership of the board. This means of a 5-member board, 3 must be present to hold a meeting and at least 3 must be in agreement to take action. A vote of 2-1 is no action because it’s less than a quorum.</li> <li>2. <b>Grant Anticipation Loan</b> – Motion by Kevin, Second by Dan, All in Favor of approving the terms outlined in the Community Bank Grant Anticipation Loan for a maximum amount of \$1.3 million.</li> <li>3. <b>VTrans Emergency Grant</b> – Motion by Kevin, Second by Dan, All in Favor of choosing Dale E. Percy as the contractor for the VTrans</li> </ol>
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	Emergency Work Grant for \$205,000.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**EXECUTIVE SESSION**

<b>DISCUSSION</b>	<ol style="list-style-type: none"> <li>1. Motion by Dan, Second by Kevin, All in Favor of going into executive session at 6:27 PM for the purpose of conducting interviews for the vacant full-time Highway Department position.</li> <li>2. Motion by Kevin, Second by Mari, All in Favor of coming out of executive session at 8:37 PM.</li> <li>3. Motion by Dan, Second by Kevin, All in Favor of offering Ben Andrews the full-time Highway Department position at his current pay rate of \$20.00 per hour, and offering Andre Fontaine the seasonal Highway Department position at the pay rate of \$17.00 per hour until November 1, 2019.</li> </ol>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>ADJOURNMENT</b>	Motion by Kevin, Second by Dan, All in Favor of adjourning the meeting at 8:39 PM.	
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