

Duxbury Selectboard Meeting Minutes

August 24, 2020

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

SELECTBOARD MEMBERS PRESENT	Dick Charland, Kevin Garcia, Jerry McMahan, Mari Pratt, Dan Schillhammer.
OTHERS PRESENT	Maureen harvey, Hadley Laskowski, Jeff Poitras, Alan Quackenbush, Jill Smith, David Specht.
MINUTES PREPARED BY:	Jerry McMahan
CALL TO ORDER	The meeting was called to order at 6:00 PM by Kevin.

CHANGES TO THE AGENDA

DISCUSSION	Postpone Item 5 (Central VT Solid Waste Management Districk) until the September 14 meeting.
------------	--

CITIZENS AND VISITORS TO ADDRESS THE BOARD

DISCUSSION	None.
------------	-------

APPROVAL OF MINUTES

DISCUSSION	Minutes for August 10: Mari moved to accept, Jerry 2 nd . All in favor. Minutes for August 17: Mari moved to accept, Jerry 2 nd . All in favor.
------------	--

REVIEW OF SELECTBOARD MAIL

DISCUSSION	None.
------------	-------

REPORT: HIGHWAY FOREMAN

DISCUSSION	<p>Andre Fontaine accepted an offer for the full time road crew position and will start on August 31.</p> <p>Bob Magee accepted an offer for the seasonal position and will start on August 25.</p> <p>Maureen had a question about curb cut requirements and the road crew's responsibilities regarding them. David provided some clarification. A curb cut permit does not require any specific construction; it is just permission to proceed. Specific requirements (culverts, etc.) will be decided by the Select Board with input from the road foreman.</p>
------------	--

	There was a short discussion about using the Town yard and meeting room for ballot drop off in the upcoming election. Kevin will research requirements for this to happen.
--	--

REPORT: TOWN TREASURER

DISCUSSION	<p>We should discuss the fiscal year at the next meeting. The outside review and audit is scheduled to finish soon.</p> <p>The Board must set the tax rate for FY 2021 immediately, as bills have to go out by next week.</p> <p>Mari moved to set the municipal tax rate for 2021 at \$0.7972. Dick 2nd. All in favor.</p> <p>Maureen reminded the Board to keep tabs on the cash flow for the Crossett Hill project.</p>
------------	---

REPORT: SELECTBOARD ASSISTANT

DISCUSSION	Not present; no report at this time.
------------	--------------------------------------

NEW BUSINESS

DISCUSSION	<ol style="list-style-type: none"> 1. Scrabble Hill culvert replacement (FEMA #4474): Kevin: Total replacement cost for the culvert, labor and incidentals would likely be around 40,000-42,000 dollars. However, there may be a requirement for a box culvert at this location per ANR. The total cost for this, including required engineering, would be about \$125,000. Dick suggested getting more information from an engineer before proceeding. Will be revisited at the next meeting. 2. Ryan Road culvert replacement. Two of 3 contractors contacted responded with proposals. One proposal needs clarification of some items. Board will have a special meeting after receiving the new proposal to make a decision. 3. Wilson Corner Easement on Crossett Hill Road: There is no paperwork regarding past action by the Town, though former Town officials and road crew members thought an easement or discontinuance had been granted. Mari moved to commence discontinuance proceedings for the old Crossett Hill Road near the Wilson property, pursuant to the requirements of 19VSA, Chapter 7, and to work with the Town attorney on these proceedings. Kevin 2nd. Four votes in favor, with Dick abstaining. Mari will contact attorney to see what our next steps are, reiterating Board concerns about possible cost and time requirements. 4. Bid opening process: Kevin suggested some revisions, which the rest of the Board will need to study. This item will be on the agenda for the September 20 regular meeting. 5. Town Garage RFP, Phase 1: Dick: Letter from Dewolfe engineering indicates that extension of the roof at the back will not be done until Phase 2. Kevin said he thought the back panels would be done after Phase 1. Dick will call and ask about this. Kevin moved to craft an RFP for Phase 1 structural
------------	---

	<p>improvements per the Dewolfe proposal, not including roof extension in the rear. Dick 2nd. Four in favor, with Mari abstaining.</p> <p>6. Equipment grant for hydro seeder: There was discussion of cost to the Town (Trailer, grant match, etc.) and quality issues with lower priced units. The grant deadline is coming up soon. Dick wanted Ben's input. No decision made. This will be revisited at the upcoming special meeting.</p> <p>7. River Road paving: Dick is working on budget numbers for the next fiscal year, to include Main Street paving.</p> <p>8. Central VT Regional Planning Commission: Alan got a call from the Commission asking if the Town is still interested in working with them on the 5 priority projects identified a couple of years ago. We need information from Alan and Jonathan before making any decisions. Alan will follow up.</p> <p>9. Cubit Property Survey: The Board needs to establish boundary lines and notify adjacent landowners. David will research.</p> <p>10. Crossett Hill Road construction update: Work has started. The road will not need to be closed for the majority of the project as was originally anticipated. It should be open for another 3 – 5 weeks before trenching begins. Updates will be posted as they are received.</p> <p>11. Duxbury Historical Society garage sale: This has been canceled.</p>
--	--

OLD BUSINESS

DISCUSSION	No old business.
------------	------------------

ADJOURNMENT	Mari moved to adjourn at 7:58pm. Dick 2 nd . All in favor, meeting adjourned at 7:58pm.
-------------	--