

## Duxbury Selectboard Special Meeting Minutes

Friday, June 5, 2020

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

SELECTBOARD MEMBERS PRESENT	Kevin Garcia, Jerry McMahan, Mari Pratt, Dan Schillhammer. Dick Charland absent.
MINUTES PREPARED BY:	Jeerry McMahan
CALL TO ORDER	The meeting was called to order at 6:01 PM by Kevin
ATTENDEES	Maureen Harvey (clerk/treasurer), Myra Perry, David Specht, Jonathan DeLaBuere' Jeff Poitras.

DISCUSSION	<ol style="list-style-type: none"> <li>1. <b>Proposal to hire a Resident Engineer for the Crossett Hill construction.</b> This was suggested at the pre-bid meeting to protect the interests of both the Town and the contractor. The estimated cost is \$100,000. David Specht reminded the board that this action would put the project over budget. Kevin and Jonathan explained that FEMA would cover the majority of this cost as part of the closeout costs and that the presence of the RE could prevent unexpected cost overruns by the contractor, as has happened in the past. Jonathan said we would need a special meeting on June 29 to open bids. Kevin suggested getting Golder Engineering's input on how to check qualifications and similar questions. Mari moved to have Jonathan proceed with an RFP. Jerry 2nd. All in favor.</li> <li>2. <b>Non-Disclosure Agreement with Consolidated Communications.</b> As part of the proposed grant application for a feasibility study for improved broadband coverage for Duxbury, Consolidated requested that Kevin sign a NDA for certain customer data that they would provide. Kevin was not comfortable signing without input from the Town attorney. No action taken.</li> <li>3. Dan moved to adjourn, Mari 2nd. Adjourned at 6:33pm.</li> </ol>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Write RFP for Resident Engineer services for Crossett Hill project.	Jonathan DeLaBruere	ASAP