

Date: March 21, 2011

Date Minutes Approved: March 28, 2011

BOARD OF SELECTMEN MINUTES

Present: Shawn Dahlen, Chair; Elizabeth Sullivan, Vice-Chair, and Christopher Donato, Clerk.

Absent: No members were absent.

Staff: Richard MacDonald, Town Manager; John Madden, Finance Director; Barbara Mello, Executive Assistant; and C. Anne Murray, Administrative Assistant.

The meeting was called to order at 6:30 PM. Present at that time were: Mr. Dahlen, Ms. Sullivan, Mr. MacDonald, Ms. Murray, and members of the King Caesar Advisory Committee. (Mr. Donato arrived shortly thereafter.)

VOTE TO ENTER EXECUTIVE SESSION

Mr. Dahlen moved that the Board enter Executive Session in order to discuss matters regarding the King Caesar Fund, which are of a confidential nature, as the fund's purpose is to provide medical relief for the financially-needy residents of Duxbury, in accordance with Mass. General laws Chapter 30a, Section 21, and then to reconvene in open session. Second by Ms. Sullivan. Mr. Dahlen declared that it was indeed necessary to hold the meeting in Executive Session. Roll Call Vote: Ms. Sullivan---aye; and Mr. Dahlen---aye. (Mr. Donato arrived shortly after the roll call vote.)

VOTE TO END EXECUTIVE SESSION

At approximately 6:55 PM, Mr. Donato moved to adjourn the Executive Session and to reconvene in Open Session. Second by Ms. Sullivan. Roll Call Vote: Ms. Sullivan---aye; Mr. Donato---aye; and Mr. Dahlen---aye.

RE-CONVENE IN OPEN SESSION

The meeting re-convened at 7:00 PM. Mr. Madden and Ms. Mello joined the meeting at that point.

OPEN FORUM

Mr. Dahlen recognized Ms. C. Anne Murray. Ms. Murray read a proclamation offered by the Selectmen's office staff in recognition of Ms. Sullivan's final meeting as a Duxbury Selectman.

ONE-DAY LIQUOR LICENSE REQUEST: TARKILN FUNDRAISER ON APRIL 2, 2011

Mr. MacDonald suggested that the Board consider waiving the Tarkiln Community Center rental fee for the event, since the purpose of the event is to raise money for the completion of the Tarkiln Building renovation. Ms. Sullivan moved that the Board waive the Tarkiln Building rental fee for a fundraising event to be held on April 2, 2011. Second by Mr. Donato. Vote: 3:0:0.

Ms. Sullivan moved that Mr. Rick Cowen, as a representative of the Friends of Tarkiln, is granted a One-Day Wine & Malt License to hold a fundraising event on Saturday, April 2, 2011 from 7:30 PM to 11:00 PM at the Tarkiln Building, subject to the conditions listed on the license. Second by Mr. Donato. Vote: 3:0:0.

EVENT PERMIT: SIDEWALK & BIKEPATH COMMITTEE / WASHINGTON ST. WALK / 5-14-11

Ms. Elaine Philbrick was present to represent the Sidewalk and Bike Path Committee. The goal of the event is to highlight the potential benefits of a complete Washington Street sidewalk. Participants are encouraged to walk or bike Washington Street from flagpole to flagpole. Participants are asked to park at Hall's Corner, the High School, the Student Center and Farfar's. Advertising will be in town only, and will consist of an ad in the Clipper, posters around town, and e-mail invitations to the Newcomers Club and Sustainable Duxbury. The Committee checked various school and sports calendars to ensure that the date did not conflict with any event held at the high school. There will be a registration table at the high school parking lot from 9:30 to 11:30 AM that morning. As a first time event, fewer than 40 participants are expected. While townspeople are normally allowed to park in those areas and use the Washington Street sidewalk, the Committee understands that they should seek permission before encouraging greater use.

Ms. Mello said that the Police Chief would like to confer with the Committee one week prior to the event, to see how great the interest will be. If it appears that the numbers will greatly exceed 40 participants, a detail officer may be required. Also, an approved Building Use Form from the School Department must be forwarded to the Selectmen's office prior to the event. Ms. Philbrick said that the Committee will comply.

Ms. Sullivan moved that Mr. Peter Sullivan and Ms. Elaine Philbrick, as representatives of the Sidewalk and Bike Path Committee, are granted permission to hold an awareness walk on Saturday, May 14, 2011, from 10:00 AM until Noon along Washington Street, subject to the conditions listed on the permit. Second by Mr. Donato. Vote: 3:0:0.

HUMAN RESOURCES OFFICER RE: HEALTH, DENTAL, AND LIFE INSURANCE RATES

Ms. Jeannie Horne presented the recommendations of the Insurance Committee for Fiscal Year 2012:

- **No change to Medex, PPO, and HMO health insurance premiums, due to very positive claims experience**
- **Transition to a three-tiered co-pay prescription drug benefit for Medex subscribers, which will be more cost-effective for the Town and for subscribers than the current combination deductible/co-pay program**
- **Ten-percent increase in premiums for Master Health Plus subscribers, due to the fact that this plan continues to be very "cost-ineffective"**
- **No change to dental insurance premiums and life insurance premiums**

Ms. Horne explained that, if adopted, the FY2012 rates will be distributed to all employees, retirees, and COBRA participants in advance of the annual enrollment period (May 1-13) and the scheduled annual Benefits Fair on Wednesday, May 4, 2011 for retirees, school and town employees and their spouses.

Ms. Horne also noted that the Town has implemented several wellness initiatives, including an increased health club benefit, and a Weight-Watchers-at-Work program. The benefits of these programs will be experienced in the coming years.

Mr. Dahlen expressed great appreciation for the fact that the Town has been able to hold down health costs in the current environment. Many businesses and entities are

experiencing double-digit increases in their health care costs. Ms. Sullivan explained that part of the reason is that the Town has been successful in convincing participants to move away from very cost ineffective plans, such as Master Health Plus, and into more cost effective programs.

Ms. Sullivan moved that the Board approve health, dental, and life insurance rates for payments beginning June 1, 2011 for benefits beginning July 1, 2011, as described by the Human Resources Officer. Second by Mr. Donato. Vote: 3:0:0.

PROCLAMATION FOR ELIZABETH SULLIVAN FROM THE MASSACHUSETTS HOUSE OF REPRESENTATIVES

Representative Thomas Calter was present to extend the appreciation of the Massachusetts House of Representatives for Ms. Sullivan's nine years of service as a Selectman. Mr. Calter emphasized Ms. Sullivan's fairness and compassion, among many other qualities.

CONSTABLE APPOINTMENT

Ms. Melissa Blair was present to request an appointment by the Board of Selectmen as a Constable. She explained that a Constable may work throughout the Commonwealth after they have been appointed in their hometown. Mr. MacDonald explained that the appropriate background check was performed by the Police Department and that everything is in order for the appointment.

Mr. Donato moved that the Board appoint Ms. Melissa Blair as Constable for the Town of Duxbury, for a term to expire on June 30, 2014, subject to a five-thousand dollar surety bond being placed on file with the Town Clerk, and with a copy to the Selectmen's office. Second by Ms. Sullivan. Vote: 3:0:0.

EVENT PERMIT: 2011 DUXBURY BEACH TRIATHLON

Mr. Brian Noyes, Duxbury Beach Triathlon Race Director, was present to request permission to hold the event. He explained that the race will be conducted in the same manner as last year, with the only difference being a slightly later start time, due to the tides. Mr. MacDonald explained that Mr. Noyes has already met with public safety officials, who have given him a number of requirements for the event. There will be another meeting with public safety officials one month prior to the event.

Mr. Donato moved that Mr. Brian Noyes, as a representative of the Duxbury Beach Triathlon, is granted permission to hold a triathlon event in Duxbury on Saturday, September 24, 2011, beginning at 9:00 AM, subject to the conditions listed on the permit. Second by Ms. Sullivan. Vote: 3:0:0.

OSBORN'S COUNTRY STORE: KENO MONITOR

Mr. Greg Sanders, store owner, was present. Ms. Mello explained that the Town had received notification from the Massachusetts State Lottery that they intend to install a KENO monitor at Osborn's Country Store. If the Town objects, it must do so in writing prior to March 31, 2011. Mr. MacDonald explained that he would like to gather further information from Mr. Sanders before making a recommendation to the Board. It was agreed that Mr. Sanders would meet with Mr. MacDonald and the Director of Inspectional Services prior to the next meeting.

EVENT PERMIT: BEST BUDDIES RIDE / JUNE 4, 2011

Ms. Mello explained that this is an annual charity event. This will be the second year in a row that Best Buddies has asked to use the Duxbury Senior Center for a rest stop. This worked well last year, and the Council-on-Aging Director is agreeable to facilitating the rest stop again this year.

Ms. Sullivan moved that participants in the twelfth annual Best Buddies Challenge bicycle ride to be held on June 4, 2011, are granted permission to travel through Duxbury and to use the Duxbury Senior Center as a rest stop, subject to the conditions on the permit. Second by Mr. Donato. Vote: 3:0:0.

ONE-DAY LIQUOR LICENSE: PATRICK BROWNE FOR DUXBURY RURAL & HISTORICAL SOCIETY / PRIVATE EVENT ON APRIL 9, 2011

Ms. Sullivan moved that Mr. Patrick Browne, as a representative of the Duxbury Rural & Historical Society is granted a One-Day All-Alcohol License to hold a wedding at the Nathaniel Winsor, Jr. House on April 9, 2011 from 6:00 PM to 10:00 PM, subject to the conditions listed on the license. Second by Mr. Donato. Vote: 3:0:0.

TOWN MANAGER BRIEF

- 1) **Blairhaven Committee**: The deadline for applications to be added to the Blairhaven Study Committee is Wednesday, March 23. Please see Ms. Anne Murray in the Selectmen's Office for a Talent Bank Form.
- 2) **375th Anniversary Committee**: In 2012, Duxbury will celebrate its 375th Birthday! The deadline for applications to serve on the 375th Anniversary Committee is Friday, April 1, 2011. Please see Anne Murray in the Selectmen's office for a Talent Bank Form.
- 3) **Snow and Ice Spending**: Public Works Director Peter Buttkus reports that a survey of 14 area towns was taken pertaining to FY 2011 snow and ice spending. Duxbury came in fourth from the bottom. Mr. MacDonald credits the Public Works Department for doing the bulk of the plowing in-house, and relying as little as possible on outside contractors.
- 4) **North Hill Golf Course**: Bids for the management of the North Hill Country Club Golf Course were opened today. There was one bidder for the management contract. The Town Manager and Town Counsel will review the situation with the Inspector General's office and with the Court. The Town Manager hopes to be able to award this contract to the bidder.
- 5) **Town Meeting Budget Presentation**: Mr. MacDonald stated at Town Meeting that there had been no layoffs or furloughs in FY 2010. While this is true for town-side operations, this was not true of the School Department where there were layoffs of cafeteria workers. Mr. MacDonald apologized for the omission.

ANNOUNCEMENTS

Mr. Donato announced that the Duxbury High School Varsity Girls' Hockey Team won the Division II State Championship at the Bank North Garden on Sunday, March 19. Mr. Donato congratulated Head Coach Friend Weiler, Assistant Coach Dave Maimaron, and all the players. In addition, he offered kudos to Duxbury Youth Hockey, which continually feeds excellent players up to the high school teams.

FAREWELL TO MS. SULLIVAN

Mr. Dahlen acknowledged that this will be Ms. Sullivan's final meeting as a Duxbury Selectboard member. He noted that, in a Town known for its volunteers, she is a shining star. Mr. Dahlen thanked Ms. Sullivan for her support and mentoring over the years. Mr. MacDonald and Mr. Donato also offered their thanks and congratulations.

MINUTES

Ms. Sullivan moved that the Board approve the Executive Session minutes of March 7, 2011 as written, with the contents to remain sealed until the need for confidentiality has passed. Second by Mr. Donato. Vote: 3:0:0.

Ms. Sullivan moved that the Board approve the Open Session minutes of March 7, 2011 as written. Second by Mr. Donato. Vote: 3:0:0.

APPOINTMENTS

Ms. Sullivan moved that the Board appoint Mr. Kevin Penwell to fill an unexpired term on the Sidewalk & Bike Path Committee, such term to expire on June 30, 2012. Second by Mr. Donato. Vote: 3:0:0.

ADJOURNMENT

Ms. Sullivan moved to adjourn the meeting at 8:40 PM. Second by Mr. Donato. Vote: 3:0:0.

List of Documents:

- 1) Application Packet for One-Day Liquor License: Friends of Tarkiln Fundraising Event on April 2, 2011
- 2) Application Packet for Event Permit: Sidewalk & Bike Path Committee Event on May 14, 2011
- 3) Memorandum from Human Resources Officer regarding Benefits Rates for FY12, dated March 16, 2011
- 4) Packet of information regarding Ms. Melissa Blair: Applicant for Constable Position
- 5) Application Packet for Event Permit: Duxbury Beach Triathlon on September 24, 2011
- 6) Letter from Massachusetts State Lottery Commission regarding KENO monitor at Osborn's Country Store
- 7) Application Packet for Event Permit: Best Buddies Challenge Ride on June 4, 2011
- 8) Application Packet for One-Day Liquor License: Duxbury Rural and Historical Society, Wedding at Winsor House on April 9, 2011
- 9) Draft Minutes of March 7, 2011
- 10) Suggested Appointment of Kevin Penwell to Sidewalk & Bike Path Committee