

Date: September 12, 2011

Date Minutes Approved: September 19, 2011

BOARD OF SELECTMEN MINUTES

Present: Shawn Dahlen, Chair; Christopher Donato, Vice-Chair; and Theodore Flynn, Clerk.

Absent: None

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

The meeting was called to order at 7:00 PM.

Mr. Dahlen began the meeting by mentioning that the Board of Selectmen had held an all-day Strategic Planning Session earlier today at the Duxbury Bay Maritime School. Ms. Judi Barrett was the facilitator and many members of Town boards and committees attended and participated.

OPEN FORUM - Nothing was brought forward

EXECUTION OF EASEMENT ON LINCOLN STREET (PER VOTE OF 2011 ANNUAL TOWN MEETING)

Mr. Joe Grady, Duxbury Conservation Administrator, presented this matter to the Selectmen. Mr. Grady explained that Article 29 at the March 2011 Annual Town Meeting (ATM) asked Town Meeting to approve the granting of utility easements across property owned by the Town. The Town voted to grant the easements and now the Easement Deeds need to be executed and notarized for recording. Mr. Grady also mentioned that the property owners are paying for the costs associated with the preparing and recording of the Easement Deeds.

Mr. Flynn moved that the Board of Selectmen execute the two (Lincoln ST) Easements per the March, 2011 Town Meeting vote. Second by Mr. Donato. VOTE: 3:0:0.

DISCUSSION REGARDING TROPICAL STORM IRENE

Mr. Dahlen explained that the Board had previously heard from several Department Heads in a debriefing regarding the events of Tropical Storm Irene (TS Irene). The Board put this back on the agenda so that the information could be presented at an evening televised meeting of the Board of Selectmen.

Mr. MacDonald said that he asked Fire Chief Kevin Nord and DPW Director Peter Buttkus to brief the community. Before they began Mr. MacDonald also mentioned that as discussed at that previous meeting he has drafted a letter to NStar, which will be sent this week. The letter requests that a representative from NStar come before the Board at a future meeting to discuss the company's handling of the event so Tropical Storm Irene.

Fire Chief Kevin Nord mentioned the following:

- Duxbury began its pre-storm preparation several days in advance. There was a lot of activity to secure the harbor and to stock the emergency shelters.
- The first calls came early on the morning of the storm and during the first 24-hours they received 192 calls regarding "line issues" (i.e., wires down).
- Road closures were an issue. In some cases the road closures were due to trees being down and in others they were due to power lines being down. Both scenarios hampered emergency responders.

- There was extremely poor communication from NStar officials. Duxbury emergency responders were providing NStar officials with information, but were not getting called back. He noted that the NStar linemen were doing an admirable job, but the issue was with NStar administrators. In general most South Shore communities have voiced their issues with NStar administrators.
- There also was a problem with communication with MEMA (Mass. Emergency Management Agency) in part due to issues they were having with their systems.

Mr. Buttkus, DPW Director, added the following comments:

- He stated that all the Duxbury departments worked together during TS Irene.
- He mentioned he will be attending a DPW meeting in Plymouth on Wednesday to further discuss some aspects of how municipal departments handled the storm and their dealings with NStar.
- He cautioned that there may be periodic issues because often after a storm of this nature there are broken or weakened limbs caught up in the trees but they are undetected because the trees are still in their full leaf stage. If residents notice any issues please contact the DPW.
- He echoed Chief Nord's assessment that the preparation in advance of TS Irene was very helpful.
- He pointed out that while he had DPW crews ready to remove downed trees and limbs the problem was that NStar officials were not letting them know if the downed wires were live or not. Until the DPW was certain that the wires were not live for their safety they could not do their job clearing the downed trees.
- He noted that NStar lost its database, but NStar administrators didn't even let the Town officials know so until much later. If they had, then the Town officials could have helped with rebuilding it.

Mr. Dahlen added that he appreciated that there was a debriefing meeting of the Duxbury Department Heads very soon after the event to discuss what went well and where the issues were with the intent being to improve things the next time.

Chief Nord mentioned that 156 households in Duxbury are still on well water. Duxbury Fire did go out and fill bathtubs and bottled water was made available. He said one resident has questioned him whether it would be possible to get on Town water. The Board agreed that this is something that should be discussed at some point.

Mr. Flynn commended the Town departments for their response during the storm. He voiced his displeasure with the response by NStar and pointed out they could have and should have had a better response, specifically mentioning they should have staged trucks in the area.

Two suggestions were made as to how citizens can proactively prepare for future storm events:

- Mr. MacDonald strongly urged residents who have not already done so to register your cell phone number for Community Connect, so Reverse 911 Emergency Calls will go to your cell phone number. Residents can do so on the Town website: www.town.duxbury.ma.us.
- Mr. Buttkus recommended that residents purchase car chargers for their cell phones.

BUSINESS

ONE-DAY LIQUOR LICENSE REQUESTS

All license requests were circulated to appropriate departments. There were no objections and the department feedback was included in any conditions listed on each license.

Cathy Rogerson for Duxbury Yacht Club: Tournament Party on 9-17-11 & Golf Party on 10-7-11

Mr. Flynn moved that the Board of Selectmen grant to Ms. Catherine Rogerson, as a representative of the Duxbury Yacht Club, two One-Day Alcohol Licenses for the following events:

1. Blue Blazer Golf Tournament Party on September 17, 2011, from 6:00 PM to 9:00 PM, to be held at the Sprague-Parker Clubhouse on Fairway Lane (All-Alcohol);
2. Member-Guest Golf Party on October 7, 2011, from 5:00 PM to 9:00 PM, to be held at the Sprague-Parker Clubhouse on Fairway Lane (Wine & Malt), contingent upon all conditions listed on the license. Second by Mr. Donato. VOTE: 3:0:0.

Alison Arnold for Duxbury Rural & Historical Society: Wedding on October 9, 2011

Mr. Flynn moved that the Board of Selectmen grant to Ms. Alison Arnold, as a representative of the Duxbury Rural & Historical Society, a One-Day All-Alcohol License to hold a wedding at the Nathaniel Winsor, Jr. House (479 Washington Street) on October 9, 2011, from 4:00 PM to 8:00 PM, subject to the conditions on the license. Second by Mr. Donato. VOTE: 3:0:0.

TOWN MANAGER'S BRIEF

Mr. MacDonald mentioned the following items:

1. **Construction Costs:** Mr. MacDonald reported that Construction Costs for the month of August were \$5.6 million. He noted that \$3.3 million of that was due to the Harden Hill construction being done by the Sisters of St. Margaret. They are building a 5,800 sq. ft. building which will serve as a convent for the order. He said that he attended a ground-breaking ceremony at the site last week, and anticipates an open house will likely be held when the construction is completed.
2. **Update on Island Creek Property:** Mr. MacDonald said the expansion to the Island Creek development was approved, and he recently spoke with Mr. John Keith, owner of the Island Creek Property, to get an update regarding the status of the expansion project. Mr. Keith advised him that a section of church property, which needed to be purchased for the siting of the treatment plant, has now been purchased. Mr. Keith anticipates that DEP approval will hopefully be received by the end of this month. Mr. Keith also indicated he plans to develop the apartments first and then the Assisted Living units, and that is due in part to the financing required and the much stricter rules for obtaining financing these days.
3. **Meeting with School Superintendent:** Mr. MacDonald said he and Finance Director John Madden had their first budget discussion with Superintendent of Schools Ben Tantillo. This was a very positive meeting and did include conversations regarding service redundancies by the Town and Schools, e.g., payroll. They will be working cooperatively to find solutions.

Mr. Dahlen questioned the timeframe to finalize some of those issues so that the impacts could be taken into consideration in the FY13 budget. Mr. MacDonald is aware of the timeframes, but felt it was early in the process to comment.

Mr. Dahlen mentioned that the Town Manager is also working on the possibility of hiring a Facilities Manager in hope that that position would be included in the FY13 budget. Mr. MacDonald said that he has turned the initial steps regarding that over to the Town Building Committee and they have been begun by researching Facility Manager job descriptions and salary ranges in other comparable communities. He is waiting for recommendations from the Town Building Committee.

Mr. MacDonald said that he went to the Library to see a HVAC leak and other maintenance issues. If anything, the site visit convinced him even more that a Facilities Manager is needed.

Mr. MacDonald also mentioned he is looking at consolidating all licensing and permitting so that they would be issued from one department instead of having to go to several different departments depending on what license or permit is needed.

There were no announcements made, minutes reviewed, or committee appointments made. No old business was brought forward, and therefore the Chair called for adjournment.

ADJOURNMENT

At 7:28 PM Mr. Flynn moved that the Board of Selectmen's meeting be adjourned. Second by Mr. Donato. VOTE: 3:0:0.

LIST OF DOCUMENTS

- 1) *Memo from Robert Troy, Esq. on two Lincoln ST easements & Easement Deeds for properties: 699 Lincoln ST owned by Gregory P. Gaines & Lynne M. Gaines and 711 Lincoln ST owned by Elizabeth P. Mallory.*
- 2) *Handout at Meeting: Plot plan showing above properties and proposed easements*
- 3) *2 One-Day Liquor License Applications: for Duxbury Yacht Club for Blue Blazer Golf Tournament on 09-17-11 and Member-Guest Golf Party on 10-07-11.*
- 4) *One-Day Liquor License Application: DRHS for Wedding on 10-09-11*