

Date: August 10, 2015

Date Minutes Approved: August 24, 2015

BOARD OF SELECTMEN

Present: Theodore Flynn, Chair; Shawn Dahlen, Vice-Chair; and David J. Madigan, Clerk

Absent: None

Staff: René J. Read, Town Manager; Nancy O'Connor, Executive Assistant; and John Madden, Finance Director

TOWN CLERK
15 AUG 25 PM 1:13
DUXBURY, MASS.

CONVENED IN OPEN SESSION –

I. CALL TO ORDER - The meeting was called to order at 7:00pm in the Mural Room.

II. OPEN FORUM Nothing brought forward.

III. NEW BUSINESS

Recognition of Lieutenant Roger Banfill on His Retirement

Mr. Flynn, on behalf of the Board of Selectmen, thanked Lt. Banfill for his many of years of service to the Town of Duxbury and presented Lt. Banfill with a proclamation commending his dedicated career and wished him the best in his retirement. The Chair then called upon Chief Clancy for the next presentation. Police Chief Clancy spoke on behalf of the Duxbury Police Department sharing the department's appreciation for Lt. Banfill's many years of service to the community and his fellow officers. Chief Clancy stated that Lt. Banfill was old-school, no nonsense and a pleasure to work with. He took pride in his work, managed the fleet, and kept the place together to get the job done.

State Representatives Josh Cutler and Tom Calter were also present to recognize and congratulate Lt. Banfill. Representative Cutler then read a Resolution from the Massachusetts House of Representatives honoring with appreciation Lt. Banfill's years of service to the Town of Duxbury.

Lt. Banfill was then recognized with applause and a standing ovation from all present, and the congratulations of the Board of Selectmen and Town Manager.

7:10 pm WATER & SEWER COMMISSIONERS

ADJOURNED AS SELECTMEN & CONVENED AS WATER & SEWER COMMISSIONERS:

Mr. Madigan moved that the Board of Selectmen adjourn the meeting as Selectmen in order to meet as the Water & Sewer Commissioners, with the intent of re-convening as Selectmen afterward. Seconded by Mr. Dahlen. VOTE 3:0:0

Discussion pertaining to and review of the water consumption bill (#120) for property located at 93 Abrams Hill

Explanation: In the Selectmen's packet is an email from Water Superintendent Peter Mackin. This situation is similar to another recent one in which an undetected water leak resulted in an extremely large bill and the property owner has requested a one-time discount. As with the prior case, the recommendation is for a one-time discount based on the average of their three like billing periods to be billed at the full rate and overages would be billed in the 1st tier at \$4.55 per 1000/ gallons. This will equal a onetime discount of \$406.05 for the current case.

Mr. Madigan moved that a one-time discount in the amount of \$406.05 be granted regarding the water bill (#120) associated with the property located at 93 Abrams Hill. Seconded by Mr. Dahlen. VOTE: 3:0:0

Voluntary Water Restrictions

Mr. Peter Mackin, Water Superintendent, was present and recommended the voluntary water restrictions due to the current dry conditions during the months of May and July. Mr. Mackin also mentioned that a recent lightning storm impacted the production of two wells, which have been repaired.

Mr. Madigan moved that due to the recent extremely dry conditions and in order to maintain our water supply for domestic use and fire protection, the Board of Selectmen approve the following voluntary outside watering restrictions effective immediately:

- Odd numbered houses will be restricted to Mondays, Wednesdays and Fridays
- Even numbered houses will be restricted to Tuesdays, Thursdays and Saturdays
- All outdoor watering to be done between the hours of 5am – 8am and 5pm – 8pm.
- No watering on Sunday.
- Please direct any questions to the Water Department at 781-934-1100; Ext. 6005.

Seconded by Mr. Dahlen. VOTE: 3:0:0

ADJOURN WATER & SEWER COMMISSIONERS & RE-CONVENE AS SELECTMEN

Mr. Madigan moved that the Board adjourn their meeting as Water & Sewer Commissioners and re-convene as Selectmen. Second by Mr. Dahlen. VOTE: 3:0:0.

Discussion pertaining to Vote to Close the Warrant for the October 5, 2015 Special Town Meeting (STM)

Mr. Madigan moved that the Board of Selectmen vote to close the Warrant for the 2015 Special Town Meeting scheduled for Monday, October 5, 2015 beginning at 7:00pm at the Duxbury Schools Performing Arts Center, 73 Alden Street, Duxbury. Second by Mr. Dahlen. VOTE: 3:0:0.

Mr. Read presented a current draft of the STM Warrant, which included the following articles:

- Article 1 – North Hill Country Club Management Lease
- Article 2 – North Hill Country Club Restaurant Lease
- Article 3 – Fund Collective Bargaining Agreements
- Article 4 – Application of Exempt Bond Premium to Project Costs
- Article 5 – Re-allocate School Construction Bond Proceeds
- Article 6 – Proposed By-Law – Possession of Alcohol by Persons Under the Age of 21 Years
- Article 7 – Citizens’ Petition – Duxbury Student Union Lease (extend term of lease)

Mr. Madden explained that Article 4 and Article 5 would reduce the need for further borrowing.

Mr. Madigan asked if the Article 6 By-law change meant that a ticket would be issued rather than making an arrest. Mr. Read stated yes.

Mr. Dahlen inquired about Article 7 – how many yeas was the DSU planning to extend the term of the lease to? Mr. Read replied that he did not have answer, but that he would find out and that would be included in the motion.

Announcement and acceptance of Grant Awarded to the Duxbury Fire Department.

Chief Kevin Nord was present and stated that this is a very competitive, nationwide grant, which you apply for once a year. The department has a great need for a brush truck to navigate areas such as the woods, the beach

and during a blizzard. The Town of Duxbury's Fire Department is the fortunate recipient of the maximum amount, which is \$175,000 (less the amount of \$8,333 that the Town has to kick in for a total grant of \$166,667). This new vehicle will replace a much older vehicle (from 1986), and will save the Town money. Chief Nord also recognized Captain Rob Reardon, Deputy Chief Christ West, and Administrative Assistant Siobhan Perenick for all of their work in obtaining this grant. The Fire Department has been very aggressive and successful over the last ten years receiving approximately \$1m in grant money, which is a tremendous savings to the Town.

Mr. Madigan moved that the Board of Selectmen accept the federal grant awarded to the Duxbury Fire Department in the amount of \$166,667 for vehicle acquisition. Seconded by Mr. Dahlen. VOTE: 3:0:0

IV CONTRACTS

Review and discussion pertaining to waste disposal agreement with New Bedford Waste Services

Mr. Madigan moved that the Board of Selectmen approve and authorize the Chairman to execute the Waste Disposal Agreement between the Town of Duxbury and New Bedford Waste Services, LLC effective January 1, 2016 for a term of ten years. Seconded by Mr. Dahlen. VOTE: 3:0:0

Mr. Dahlen asked what the annual savings will be. Mr. Madden stated that the Town should save approximately \$100,000 annually.

Mr. Madigan inquired about the recycling portion. Mr. Read stated that we still have the same contract for recycling.

V. TOWN MANAGER'S REPORT

Blue Fish River – there has been a lot of discussion regarding the Blue Fish River and jumping. It has been brought to my attention and the police department because there are a number of concerns regarding public safety and traffic implications. Mr. Read would like to advise people to be extra cautious while driving in the area and for those engaged in jumping off the bridge. The police chief is working on a solution with the traffic advisory committee and the DPW director to find a correct solution.

Duxbury Harbor Dredging Project – this project will commence in September through December 31. Mr. Flynn asked about the local dredgers and if it will occur at the same time. Mr. Read responded that the dredging will start at the outer most point of the channel, working their way in.

Paving at Mattakeesett Court – since the dredging project will begin in September, the paving project will be postponed until the spring.

Beach update regarding the presence of white sharks at Duxbury Beach. At approximately 5:30am on Friday, August 7, 2015, a commercial fisherman observed a white shark on the outer beach approximately 300 feet north of the first crossover. As a result, the harbormaster staff (including Plymouth and Marshfield harbormasters) patrolled the beach and, as a precaution, prohibited swimming at the beach until 10:30am.

ZBRC – Zoning Bylaw Review Committee – Mr. Read is in the process of setting up a meeting to go over status.

VI. COMMITTEE APPOINTMENT/RE-APPOINTMENTS/RESIGNATION

Mr. Madigan moved that the Board of Selectmen appoint or re-appoint the following members as stated below:

COUNCIL ON AGING (COA)

(Harry Katz –Chair / Ted Flynn – BOS Liaison)

Shelley Beeby	Re-Appointment	06-30-18 (T2)
Kay Drake	Appointment	06-30-18 (T1)
Susan C. Kelley	Appointment	06-30-16 (T1)

COUNCIL ON AGING ALTERNATES

(Harry Katz -Chair/ BOS Liaison: Ted Flynn)

Cheryl Ross	Appointment	06/30/16
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Registrars of Voters (Paul Christo - Chair / BOS Liaison: Ted Flynn)

Paul Christo	Re-appointment	4/01/18
Miriam McCaig	Re-appointment	4/01/17

Seconded by Mr. Dahlen. VOTE: 3:0:0

VII. ONE-DAY LIQUOR LICENSE REQUESTS

8/29 and 8/30/2015 Outstanding in the Field One-Day Liquor Licenses

Mr. Madigan moved that Ms. Anna Gelb, as a representative of Outstanding in the Field, is granted a One-Day Wine and Malt License for a dinner event to be held at the property of Charles J. Husk, 160 Marshall Street, Duxbury, MA on Saturday, August 29, 2015 from 2:00 PM to 9:00 PM, contingent upon the conditions of the license. Seconded by Mr. Dahlen. VOTE: 3:0:0

Mr. Madigan moved that Ms. Anna Gelb, as a representative of Outstanding in the Field, is granted a One-Day Wine and Malt License for a dinner event to be held at the property of Charles J. Husk, 160 Marshall Street, Duxbury, MA on Sunday, August 30, 2015 from 2:00 PM to 9:00 PM, contingent upon the conditions of the license. Seconded by Mr. Dahlen. VOTE: 3:0:0

VIII. EVENT PERMITS

None presented.

IX. MINUTES

Executive Session Minutes:	None were presented
Open Session Minutes:	07-27-15 Selectmen's Minutes –DRAFT

Mr. Madigan moved that the Board approve the 7/27/15 Selectmen's minutes as presented.
Seconded by Mr. Dahlen. VOTE 3:0:0

X. ANNOUNCEMENTS

1. Duxbury Public Schools –ST. George Street Campus Traffic and Parking Map:

A new traffic and parking plan is being instituted at the Duxbury Public Schools –Saint George Street campus. A copy of the map showing the traffic pattern and parking is posted in the Town News column on the Town website.

Here are some key points:

1. The entrance by the Town library will be one way only. It will no longer be an exit for parent drop-off/pick-up. All parent drop-off traffic will go around the Middle School entrance and exit onto St. George St.
 2. All DMS-DHS Buses will drop off in front of the high school.
 3. DMS-DHS student drop-off/pick-up will be in front of the Middle School entrance as it was last year.
 4. All Alden drop-off/pick-up traffic will also be one way around the new school and exit onto St. George St.
 5. The faculty entrances will be either by the back of the pool or off of St. George St.
 6. Visitors to the schools only can enter via St. George St. (No drop-off/pick-up at start/end of day).
 7. During school hours, all student drivers will use either entrance at the old High School.
 8. At the end of school, when leaving the student parking lot, the exit next to Lover's Lane will be left turn only. The exit across from the Student Union will be right turn only.
2. **Free "Summer Fun Concert"**: The public is invited to a free Summer Fun Concert on Thursday, August 13, 2015 at the Duxbury Senior Center on 10 Mayflower Street, from 6:00 PM to 9:30 PM on the lawn. Music by Despite Dwight & the DSU Coffee House Musicians plus food trucks for your dining pleasure.
 3. **Next Scheduled Selectmen's Meeting**: Monday, August 24, 2015 at the Town Hall in the Mural RM.

XI. ADJOURNMENT

At approximately 7:40pm Mr. Madigan moved that the Board adjourn. Seconded by Mr. Dahlen.
Vote: 3:0:0

LIST OF DOCUMENTS (documents are kept in the Board of Selectmen files)

- 1) *Agenda and Revised Agenda – Board of Selectmen*
- 2) *Agenda – Water & Sewer Commissioners*
- 3) *Proclamation recognizing Lt. Roger Banfill*
- 4) *Documents related to water consumption bill at 93 Abrams Hill*
- 5) *Draft STM Warrant*
- 6) *Fire Department Grant information*
- 7) *Contract with New Bedford Waste Services, LLC*
- 8) *Committee Appointments*
- 9) *ODLLs*
- 10) *Draft Minutes*
- 11) *Announcements*

Clerical Salary Schedules

Fiscal Year 2013	July 1, 2012 - 1.0 %					
Junior Clerk Receptionist	\$ 14.48	\$ 15.07	\$ 15.70	\$ 16.34	\$ 17.02	\$ 17.86
Senior Clerk	\$ 15.96	\$ 16.58	\$ 17.32	\$ 18.03	\$ 18.82	\$ 19.71
Administrative Clerk, Bookkeeper	\$ 17.39	\$ 18.07	\$ 18.82	\$ 19.72	\$ 20.50	\$ 21.36
Administrative Assistant, Principal Bookkeeper	\$ 18.25	\$ 18.97	\$ 19.78	\$ 20.61	\$ 21.51	\$ 22.43
Assistant Collector, Assistant Town Clerk, Assistant Town Treasurer	\$ 19.17	\$ 19.80	\$ 20.61	\$ 21.51	\$ 22.43	\$ 23.45

Fiscal Year 2014	July 1, 2013 - 1.5 %					
Junior Clerk Receptionist	\$ 14.70	\$ 15.30	\$ 15.93	\$ 16.59	\$ 17.27	\$ 18.12
Senior Clerk	\$ 16.20	\$ 16.83	\$ 17.58	\$ 18.30	\$ 19.10	\$ 20.00
Administrative Clerk, Bookkeeper	\$ 17.65	\$ 18.34	\$ 19.10	\$ 20.01	\$ 20.81	\$ 21.68
Administrative Assistant, Principal Bookkeeper	\$ 18.52	\$ 19.25	\$ 20.07	\$ 20.92	\$ 21.84	\$ 22.77
Assistant Collector, Assistant Town Clerk, Assistant Town Treasurer	\$ 19.46	\$ 20.09	\$ 20.92	\$ 21.84	\$ 22.77	\$ 23.80

Fiscal Year 2015	July 1, 2014 - December 31, 2014 - 1.0 %					
Junior Clerk Receptionist	\$ 14.85	\$ 15.45	\$ 16.09	\$ 16.75	\$ 17.45	\$ 18.31
Senior Clerk	\$ 16.36	\$ 17.00	\$ 17.76	\$ 18.48	\$ 19.29	\$ 20.20
Administrative Clerk, Bookkeeper	\$ 17.83	\$ 18.52	\$ 19.29	\$ 20.21	\$ 21.02	\$ 21.90
Administrative Assistant, Principal Bookkeeper	\$ 18.71	\$ 19.44	\$ 20.27	\$ 21.13	\$ 22.05	\$ 23.00
Assistant Collector, Assistant Town Clerk, Assistant Town Treasurer	\$ 19.65	\$ 20.29	\$ 21.13	\$ 22.05	\$ 23.00	\$ 24.04

Fiscal Year 2015	January 1, 2015 - June 30, 2015 - 0.5 %					
Junior Clerk Receptionist	\$ 14.92	\$ 15.53	\$ 16.17	\$ 16.84	\$ 17.53	\$ 18.40
Senior Clerk	\$ 16.44	\$ 17.09	\$ 17.85	\$ 18.57	\$ 19.39	\$ 20.30
Administrative Clerk, Bookkeeper	\$ 17.92	\$ 18.62	\$ 19.39	\$ 20.31	\$ 21.12	\$ 22.01
Administrative Assistant, Principal Bookkeeper	\$ 18.80	\$ 19.54	\$ 20.37	\$ 21.24	\$ 22.16	\$ 23.11
Assistant Collector, Assistant Town Clerk, Assistant Town Treasurer	\$ 19.75	\$ 20.40	\$ 21.24	\$ 22.16	\$ 23.11	\$ 24.16

Fiscal Year 2016	July 1, 2015 - 2%					
Junior Clerk Receptionist	15.22	15.84	16.49	17.18	17.88	18.77
Senior Clerk	16.77	17.43	18.21	18.94	19.78	20.71
Administrative Clerk, Bookkeeper	18.28	18.99	19.78	20.72	21.54	22.45
Administrative Assistant, Principal Bookkeeper	19.18	19.93	20.78	21.66	22.60	23.57
Assistant Collector, Assistant Town Clerk, Assistant Town Treasurer	20.15	20.81	21.66	22.60	23.57	24.64

