

Date: February 1, 2016

Date Minutes Approved: February 22, 2016

BOARD OF SELECTMEN

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

Absent: *(none)*

Staff: René J. Read, Town Manager; and C. Anne Murray, Administrative Assistant

I CALL TO ORDER - CONVENED IN OPEN SESSION

The Selectmen's meeting was called to order at 7:00 PM in Open Session in the Mural Room.

II OPEN FORUM

Mr. Madigan asked "Who sets the speed limits on the town roads?" Mr. Read said he will look into it as he wants to verify the answer before responding.

III NEW BUSINESS

Swearing in of Firefighter/Paramedic Matthew Bryer by Chief Nord

The Chair recognized Fire Chief Kevin Nord. Chief Nord welcomed everyone to the ceremonial swearing in of the department's newest Firefighter/Paramedic Matthew Bryer. He acknowledged members of FF/Paramedic Bryer's family who were present: his wife, Jen, with son, Max, and his stepmother and brothers.

Chief Nord mentioned the following about FF/Paramedic Bryer:

He was appointed Call Firefighter on 7/6/15 and selected as a career FF/Paramedic on 1/11/16. Matt grew up in Duxbury, graduated from DHS in 1995. He is a certified Paramedic and while working for the Wayland Fire Department attended and graduated from the Mass Firefighting Academy. He served in the US National Guard as a Combat Medic for 3 years. He double majored at Western State College with a BA in Business Administration and Psychology. He has a wife, Jen, and infant son, Max.

Town Clerk Susan Kelley then performed the swearing in of Firefighter/Paramedic Matthew Bryer. Town Manager René Read presented the firefighter's pin to FF /Paramedic Bryer's wife, Jen, who had the honor of pinning the firefighter's pin on her husband's uniform. Firefighter/Paramedic Matthew Bryer received a round of applause from the audience, which included not only the family members but a large contingent of the Duxbury Fire Department, and the congratulations of the Board of Selectmen and Town Manager.

Adjourn as Selectmen and Convene as Water and 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. Second by Mr. Dahlen. VOTE: 3:0:0.

COMMITMENT(S):

Commitment #1 FY 2016 - Water:

Mr. Madigan moved that the Board of Water & Sewer Commissions instruct the Treasurer to collect the amount of \$21,283.27 for water. Second by Mr. Dahlen. VOTE: 3:0:0.

Mr. Dahlen mentioned that this commitment represents water used by Marshfield residents that Duxbury handles the billing for.

Commitment #2 FY 2016 -Water & Sewer Adjustments:

Mr. Madigan moved that the Board of Water & Sewer Commissions instruct the Treasurer to collect the total amount of \$20,952.51 representing for water and sewer adjustments. Second by Mr. Dahlen. VOTE: 3:0:0.

Discussion and review of water consumption bill(s) for property located at 119 West ST

Mr. Madigan mentioned the following explanation was given for the request: There was a significant increase in the bill, and property owner will be investigating for a possible leak in their irrigation system as weather permits. As with prior cases, the recommendation is for a one-time discount of \$408.03.

Mr. Madigan moved that a one-time discount in the amount of \$408.03 be granted regarding the water bill (#1124) associated with the property located at 119 West ST. Second by Mr. Dahlen.

Before voting, Mr. Flynn questioned the number of these one-time adjustments that have come before the Board. Mr. Read responded by indicating he agrees and was planning to have a discussion with Water Superintendent Peter Mackin after Town Meeting and to come back to have a discussion with the Board how these situations will be handled going forward.

Mr. Tom Mackin, who was in the audience, was recognized to speak. He said that he had submitted a letter to the board on December 30, 2015 about a water billing issue, and questioned whether his request would be heard tonight. The matter was not on the agenda. Mr. Read responded that he believed a response was being sent by the Water Superintendent and, if it hasn't been, it should be shortly. Then, if appropriate the matter will come to the Board.

The Board then voted on the above-stated motion, which was made and seconded: VOTE: 3:0:0.

ADJOURNED AS WATER & SEWER COMMISSIONERS & RE-CONVENED 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 the Declaration of Surplus Property regarding office chairs

For the benefit of the public Mr. Madigan explained that Jeannie Horne, HR Director, initiated a Town-wide ergonomics assessment in order to improve our work environment. This assessment was conducted by our insurance company, MIIA, which resulted in the replacement of 33 office chairs as well as the purchase of additional ergonomic items. The cost of these items was covered through a MIIA Flex Grant in the amount of \$18,923.

Mr. Madigan moved that the Board of Selectmen declare as surplus 33 office chairs in order to allow these items to be donated or disposed of, as further detailed in Jeannie Horne's memo of January 28, 2016. Second by Mr. Dahlen. VOTE: 3:0:0.

Discussion pertaining to March 2016 Annual Town Meeting Warrant – Article Review and Board recommendations. Additionally, presentations may be made by article proponents of at least the following:

[For the purposes of this discussion, Annual Town Meeting will be abbreviated as ATM and Special Town Meeting will be abbreviated as STM. The numbering of the articles is subject to change so the articles will be referred to by topic.]

Article(s) proposed by the Community Preservation Committee/Conservation Commission

Before getting into a discussion of the articles, Ms. Holly Morris, Chair of the Community Preservation Committee (CPC) provided a handout and gave an overview of the CPC Financials:

- FY 2017 Surcharge receipts estimated at \$481,623
- State match has been estimated (conservatively) at 25% for \$113,356
- CPC Administrative expenses, 5% as mandated by the Act, (\$29,749) of which \$12,000 is personal services (salaries) and \$17,749 represents other expenses, such as legal costs, surveys, etc.)
- As mandated a minimum of 10% allocated to 3 categories: Open space, historic preservation, and affordable housing. So the total dollar amount for each category is (\$178,494)
- Annual Estimated Revenue of \$386,737
- For FY'16 the undesignated fund balance is \$1,445,508. This year the CPC is allocating \$178,491 to each of the three categories and therefore the adjusted balances for historical category is \$308,088; for housing is \$277,592, and for open space is \$300,062

Ms. Morris then proceeded to present each of the proposed CPC articles.

CPC: Operating Fund

This is an annual article. Up to 5% of the annual CPA funds may be spent on operation and administrative costs of the CPC. As explained above the total is \$29,749 of which \$12,000 is personal service (salaries) and \$17,749 represents other expenses, such as legal costs, surveys, etc.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding CPC: Operating Fund in the amount of \$29,749. Second by Mr. Dahlen. VOTE: 3:0:0.

CPC: Allocations

This is also an annual article in which not less than 10% needs to be allocated to each of the three categories: Historical, Housing and Open Space. This year the CPC recommendation is to allocate \$178,491 to each of the three categories

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding CPC: Allocations in the amount of \$178,491 to each of the three categories. Second by Mr. Dahlen.
VOTE: 3:0:0.

CPC: Town Clerk Records Binding

Ms. Morris explained the Town Clerk's office is seeking funding to bind volumes of permanent records that must be maintained in hard copy and that are currently stored in paper boxes in the vault. The documents include town warrants for the period 1947 - present and marriage intentions and supporting documentation for the period 1915-1983. The request is for \$2000, which is anticipated to provide between 18-22 books of records. Funding would be from CPC historical funds.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding CPC: Town Clerk Records Binding in the amount of \$2,000. Second by Mr. Dahlen. VOTE: 3:0:0.

Ms. Morris added that under the regulations CPC funding cannot be used to supplant existing funds. Town Clerk has a budget for current documents, but this CPC funding is for past records.

Article(s) proposed by the Planning Board, Zoning Bylaw Review Committee (ZBRC), Economic Advisory Committee (EAC) and Local Historic District Commission (LHDC)

Ms. Valerie Massard, Duxbury Planning Director, presented the articles submitted by the Board the Planning Board. She also was able to discuss with the Board the articles submitted by the Economic Advisory Committee and the Local Historic District Commission (LHDC) as she was aware of the background and status of those articles.

ARTICLE TO AMEND ZONING BYLAWS –Flood Hazard Areas Overlay District

The existing FEMA maps are in place and remain so until final maps are issued by FEMA. The new maps are still under debate, but FEMA has acknowledged there was a flaw in the modeling use and they are working with the Town's consultant, the Woods Hole Group, to develop the final maps. She mentioned that the Town is required to keep the process moving forward until we hear otherwise, which is why this article has been placed on the warrant.

Mr. Dahlen suggested holding off on taking a vote. He mentioned that Duxbury only has a draft set of plans and once FEMA issues a letter with the final plans, then a community has to 6 months in which to vote to approve them. Hopefully, the final set will be received and can be voted on before Town Meeting, but if not he would prefer that it not appear the Board is supporting the draft plans which are flawed and need revision.

Since there would be time to vote on this article if new plans are received action was postponed.

ARTICLE TO AMEND ZONING BYLAWS –Nonconforming Uses and Structures (ZBRC / BOS)

Ms. Massard explained that the Zoning Bylaw Review Committee (ZBRC) was appointed to look at the zoning bylaws, but not issues of policy. This article is their attempt to build clearer definitions for the Building Commissioner's use. The proposed article is to be amended by eliminating the section 3.a.iii in the draft warrant, which has to do with a nonconforming structure. Building Department would have the right to give a building permit for non-conforming lots for single-family and/or two-family residences, if the house and the setbacks are conforming, but the lot is undersized. So these cases would not need a special permit.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding to Amend the Zoning Bylaws –Nonconforming Uses and Structures as amended. Second by Mr. Dahlen. VOTE: 3:0:0.

Then draft number Articles 18 and 21, AMEND ZONING BYLAWS: Revisions to Article 500 (i.e., Residential Conservation Cluster Developments) and AMEND ZONING BYLAWS: Inclusionary Housing Requirements, were discussed together as there is case law that affects them both.

Ms. Massard explained that Town zoning bylaws regarding Residential Conservation Cluster "RCC" Development and Inclusionary Housing are not in compliance with recent case law. The Duxbury bylaws indicate the need for a special permit in such cases, but recent case law says you can't impose a special permit. So these articles are proposed to bring the Town's zoning bylaws in compliance by making these situations a voluntary special permit request without changing any of the language within the bylaws. Ms. Massard mentioned that there may be some minor changes from Town Counsel, but it won't change the scope of the articles presented in the draft warrant.

There was agreement among the Board to put these two articles sequentially together in the final warrant.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding Revisions to Article 500. Second by Mr. Dahlen. VOTE: 3:0:0.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding Inclusionary Housing Requirements. Second by Mr. Dahlen. VOTE: 3:0:0.

AMEND ZONING BYLAWS: Affordable Housing

This article comes from the Duxbury Affordable Housing Trust (DAHT) and its intent was to somehow make small unbuildable lots available for affordable housing. The first thing the proposed article does is it attempts to clean up the language to make it conform to the State's language. In addition, because the current language is so strict, as far as the requirements, it turns out, that although there was initial interest by about 17 individuals, nobody could use it. So the second thing the proposed article does is to see if the Planning Board under a site plan review can allow it.

Mr. Dahlen added that the DAHT presented this article to the Planning Board at a Public Hearing. It basically would allow small unbuildable lots, which are gifted to an entity, such as Habitat for Humanity, to be developed by that entity as affordable housing. He noted originally the requirements were going to change from 10000 sq. ft. to 5000 sq. ft., but since that did not seem acceptable it was

left at 10000 sq. ft. So in effect this would allow for the creation of affordable housing units at no cost to the Town. If the Planning Board does not support it, then the DAHT will suggest withdrawing the article and in the following year submit an article to remove the current language since it is ineffective.

The Finance Committee wanted further information on the number of lots to be effected. A detailed analysis of how many properties might be involved is underway but not available yet. Since this article will be back before the Planning Board on Monday, February 8th the Selectmen decided to postpone voting on it until after the Planning Board does.

AMEND ZONING BYLAWS: Demolition Delay

This proposed article comes from the Historical Commission and Ms. Massard explain that the proposed article does three things:

1. First the intent is to simplify the administrative process and provide better definitions regarding demolition delays.
2. It proposes to extend the current six-month demolition delay to twelve months. This has raised some concerns because when you consider the construction season this in effect could extend the delay to eighteen months given the timing involved in filing and receiving a decision.
3. The third thing the article proposes is to control who gets the permit with the recommendation being that the permit gets issued to the property owner, not necessary the applicant, so that it in turn could be transferred to a new owner. Concerns about the legality of this have been raised and are under consideration by Town Counsel.

Ms. Massard indicated that the Historical Commission has been working with Town Counsel, but there are some items that are still being worked on due to lack of clarity. The Planning Board continued its public hearing on this article to Monday, February 8th.

The Selectmen decided to postpone taking a position until after the Planning Board's review and to allow for Selectmen to hear the Historical Commission's perspective.

APPROPRIATION FOR SURVEY OF HALL'S CORNER

Ms. Massard explained this article is being proposed by the Planning Board. There are issues with Hall's Corner and recommendations were made after a couple of studies, but those recommendations cannot be addressed until a survey is done to establish the specific locations of the actual road, easements, utilities, etc. Based on an estimate she received the request is for \$8,000. She noted that the Finance Committee voted favorably and the Economic Advisory Committee will be reviewing it at an upcoming meeting.

Ms. Massard added that if the Town spends this money then we can get in kind plantings from Eversource.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding a Request for Funding for a Survey of Hall's Corner in the amount of \$8,000. Second by Mr. Dahlen. VOTE: 3:0:0.

REQUEST FUNDING FOR ZONING AND DESIGN GUIDELINES FOR HALL'S CORNER

Ms. Massard mentioned that studies have been completed by the Old Colony Planning Council (OCPC) and by the Metropolitan Area Planning Council (MAPC) and both studies gave a range of recommendations. The Economic Advisory Council has evaluated those recommendations in terms of priorities and feasibility. This article seeks funding for the next step, which would be to hire a consultant to recommend specific zoning improvements; for example allowing a third story or allowing only retail on the first floor. The consultant could also provide a framework for revitalization and implementation and perhaps a design for the streetscape.

Ms. Massard mentioned that the Finance Committee did not support the article because they felt more public input should be received first. The Economic Advisory Committee is asking the Finance Committee to reconsider their position.

Mr. Dahlen said that Duxbury has not been friendly to new business. The most successful have been owner occupied, but it would be worth having a fresh set of professional eyes review this. Mr. Madigan added that he would be supportive after a survey is done. Ms. Massard suggested that more input from the business owners would help too.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding a Request for Funding for a Zoning and Design Guidelines for Hall's Corner in the amount of \$10,000. Second by Mr. Dahlen. VOTE: 3:0:0.

APPROPRIATIONS FOR THE UPDATE OF THE COMPREHENSIVE (MASTER) PLAN

Ms. Massard provide several handouts: (1) a spreadsheet that shows what similar communities have done or are doing; (2) Commonwealth of Massachusetts Sustainable Development Principles; and a table showing Town of Duxbury Massachusetts Populations shifts /trends 2000 - today. She explained that many communities are in the process of updating their Master Plans, especially given some of the newer items on the Commonwealth's list. Duxbury's last Master Plan was done in 1999. Based on some data from other communities the cost can range from \$80,000 to \$140,000 for the hiring of a consultant or a regional planning agency. She mentioned that there are a number of reports that have been done, but one of the things she suggested is need is current visioning for Duxbury. In order to get this process started, she is recommending that this piece be handled by an outside consultant /agency, perhaps with the help of an appointed steering committee, with the funding in the amount of \$25,000.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding Funding the Update of the Comprehensive Master Plan in the amount of \$25,000. Second by Mr. Dahlen. VOTE: 3:0:0.

Ms. Massard explained there are 4 articles proposed by the Local Historic District Commission (LHDC), which would amend the Historic District Map to add 4 specific properties as historic districts. The local historic districts have already been established and rules and regulations have been drafted. The LHDC has been seeking other residents to voluntary added their properties and four individuals are interested in doing so.

A report has been submitted to the Mass Historical Commission, but because of the timing requirements a public hearing will be required but cannot be held until March 10th. So these articles will be reviewed by the Selectmen at a meeting just prior to the start of Annual Town Meeting.

She mentioned that Town Council questioned whether this was legal to establish individual properties as historic district, and we have received confirmation that it is. The other question raised by the Finance Committee, which could not immediately be answered is whether it will add additional burdens for staff to regulate, since the LHDC is a volunteer committee. That answer is still outstanding so the Finance Committee may be asked to review this matter again when more information is available.

There was some discussion about what this does. Basically it puts a restriction on the property owner to maintain historic homes, and that restriction does carry forward to future owners of the property.

Mr. Magione, a member of the Finance Committee, explained that the concern is that the LHDC is a volunteer board without staff or budget so as more properties are added it is anticipated that there will be a need for staff to be involved in overseeing the regulations.

Mr. Madigan moved that the Board of Selectmen support the articles AMEND HISTORIC DISTRICT MAP for the following properties 91 Bay View Road, 120 Bay Road, 233 Powder Point Avenue, and 1250 Tremont Street. Second by Mr. Dahlen. VOTE: 3:0:0.

ELECTRIC LOAD AGGREGATION

Ms. Massard first clarified that this is being discussed with the Alternative Energy Committee, but is coming from the Planning Department. She explained that the Old Colony Planning Council has solicited a request for proposals to buy electricity for residents and small businesses as a group for lower rates. She added that 72 communities are currently and successfully involved. Passage of this article just gives the ability to Duxbury to explore the option, and the next steps would involve coming back to the Board of Selectmen for further approvals. If there are people in the community that do not want to participate they can opt out. It is estimated that rates can be lowered in the range of \$60-\$80 per year per household, which the OCPC feels could then be used to come back into the economy.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding Electric Load Aggregation. Second by Mr. Dahlen. VOTE: 3:0:0.

ACCEPTANCE OF SAW MILL ROAD (Citizens' Petition)

Ms. Massard explained that Sawmill is a 40B development. When it was built it was not in accordance with Duxbury's subdivision requirements. The roadway was narrower by 2' and the layout is narrower by 10'. There also were two other waivers granted for sidewalk structures and drainage. When the development was built what was part of the negotiations for the Special Permit is that the road would not become a public way and that is part of the Permit. The Homeowners are responsible for maintaining the road and plowing it. However, as is their right, the Homeowners have submitted a citizens' petition to put this article on the warrant for the road to be accepted as a public way, which if accepted means the Town has to maintain it and plow it. The Planning Office has been working with the petitioners to get the appropriate plans as the Selectmen have referred this to the Planning Board to look at the layout, which is a separate process from the citizens' petition. The plans have come in and the Planning Board will be discussing it at their meeting on February 8th. The Homeowners' documents all indicate that they are responsible for maintaining the road.

There was a brief discussion in which it was mentioned that other subdivisions in the Town are required to maintain their roads. It was, however, decided to postpone taking a vote until after the Planning Board reviews this matter. The Selectmen would then have more options. They might then support it with conditions recommended by the Planning Board or with a waiver or they might not support it.

ACCEPT EASEMENT FROM WEBSTER POINT VILLAGE, LLC

In explaining this article Ms. Massard said that it was placed on the warrant at the recommendation of the Legal Counsel negotiating on behalf of the Town. Webster Point Village, LLC is a 40B, which has not yet been built and is located on the Marshfield/Duxbury town line. This is a matter that has been in litigation and continues to be in litigation so she is not at liberty to discuss some of the specifics. She did mention that more recently it appeared that a settlement might be reached so this article is a placeholder in the event that a settlement is reached. What the article does is allow for the granting of easements so that Duxbury could have access for maintaining the water system. She recommended that the Board take no action at this time, but wait for further information from Counsel before doing so. No action was taken by the Board.

REVOLVING FUND: Jaycox Farm

Mr. Joe Grady, Conservation Agent, presented the conservation articles beginning with the revolving fund for the Jaycox Christmas Tree Farm. He noted that this is an annual article that allows funds to be collected for the purpose of maintaining the Jaycox Farm. The funds are used to pay for a forester who trims and cares for the trees and mows the area. The Town has owned the Jaycox Farm for 9 years.

As there are other revolving funds to be considered the Board postponed a vote until the rest are ready to be presented.

CONSERVATION LAND

Mr. Grady distributed two maps that showed the parcels to be discussed. He explained that these parcels (at total of 138 acres) were previously purchased with CPA funds and have conservation restrictions. On the maps, the parcels are outlined in red, dark green represents conservation land, and light green represents Town-owned land. The previous Town Counsel had recommended that control be under the Board of Selectmen. This article seeks to change the care and custody to the Conservation Commission. He gave a brief overview of each of the parcels.

Mr. Dahlen asked "Is it true if all of these parcels could not be developed for any other purpose?" Mr. Grady confirmed that was the case.

Mr. Madigan moved that the Board of Selectmen support the article regarding Conservation Land. Second by Mr. Dahlen. VOTE: 3:0:0.

FARM MANAGEMENT AGREEMENTS

This article asks the Town Meeting to grant authority for the Town to enter into agreements for 10 years regarding two cranberry bogs. Both are currently under agreements that expire in 2016, which were 10 year agreements. The first is the Round Pond / Nudd Bog, which is off Mayflower St and a popular walking area. The second is the O'Brien Bog also off Mayflower ST behind the cemetery.

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Mr. Grady explained that cranberry crops are perennials and a 10-year lease is recommended because it takes that long for a grower to recoup the cost of pumps and maintaining the crop.

Mr. Dahlen questioned if there was some way that a future article could be presented so that the Town Meeting could give authority for longer leases in perpetuity so these don't have to come back every few years for another vote. That suggestion was taken under advisement to be explored for a future Town Meeting.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding Farm Management Agreements for terms up to 10 years. Second by Mr. Dahlen. VOTE: 3:0:0.

PROPOSED STM MEETING ARTICLE RE: Additional Funding For Associated Costs For Merry Acquisition

To give the Selectmen an explanation of an article that has been proposed for the Special Town Meeting warrant Mr. Grady distributed a handout regarding total associated costs for the Merry acquisition. Mr. Grady said that the Merry property acquisition has been completed, but there were addition expenses.

The total amount appropriated for associated costs was \$85,500. Those funds were to cover things such as survey costs, title exam costs, etc. We have already paid from other sources \$16,446.71, such as the Conservation Fund and CPC Administrative Account. This STM article will request additional funds in the amount of \$147,800 from CPC unallocated funds to cover the remaining expenses.

He said this might seem like a lot for a purchase of property just under \$2 million, but the transaction was complex in that it involved 19 parcels with several owners, Ocean Spray and water rights, and was complicated by the untimely death of Mr. Stan Merry. The purchase is done and the property is being farmed. A conservation restriction must be placed on the parcels in accordance with the CPC purchase.

Mr. Grady went over the other additional costs. The first were for the Audubon Society and The Wildlands Trust to hold the Conservation Restrictions (CRs). To do so there is a one-time stewardship fee paid to the organizations totaling \$40,100, which covers an initial survey, annual monitoring inspections and annual reports. In response to a question about whether bids were sought it was explained that there are very few groups that hold these types of conservation restrictions. The Wildlands Trust typically holds the Duxbury CRs. The Audubon Society approached the Town because some of the parcels in the North Hill area abut their land. Beyond that the Town typically surveys and installs concrete bounds where the property abuts non-Town-owned land. In this case there are 75 concrete bounds to be purchased and installed at a cost of \$38,840. The legal bills to date in FY16 are \$54,521 and it is estimated that an additional \$20,000 will be need for legal costs regarding the Conservation Restrictions. The Conservation Restrictions are typically drafted in-house first and then submitted for legal review. It is hoped that language from one can be used for the others to save some costs. A farm advisor is recommended at a cost of \$8,500 and the Conservation Restriction plan will cost \$10,000. So again, the total request will be for \$147,800. in the STM so that current outstanding bills can be paid.

REPORTS

This is an annual article which allows for Boards and Committees to present reports.

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Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding reports. Second by Mr. Dahlen. VOTE: 3:0:0.

COMPENSATION OF ELECTED OFFICIALS

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding the Compensation of Elected Officials, except for the Selectmen. Second by Mr. Dahlen. VOTE: 3:0:0.

OPERATING BUDGET

Mr. Read mentioned that the operating budget is in the draft warrant, but mentioned that he reduced the legal line item by \$20,000 from \$300,000 to \$280,000. He confirmed that the Finance Committee has completed its review of the operating budget.

Mr. Madigan moved that the Board of Selectmen support the 2016 ATM Article regarding the Operating Budget in the amount of \$73,151,614. Second by Mr. Dahlen. VOTE: 3:0:0.

SMALL EQUIPMENT AND MINOR SERVICES

It was noted that the item listed by the Harbormaster as item #6 is to be deleted.

Mr. Madigan moved that the Board of Selectmen support 2016 ATM Article regarding Small Equipment and Minor Services according to the Finance Committee recommendations. Second by Mr. Dahlen. VOTE: 3:0:0

BEACH LEASE

Mr. Madigan moved that the Board of Selectmen support 2016 ATM Article regarding the Duxbury Beach Lease in the amount of \$650,000. Second by Mr. Flynn. VOTE: 2:0:1 (Mr. Dahlen abstained).

FOURTH OF JULY APPROPRIATION

Mr. Madigan moved that the Board of Selectmen support 2016 ATM Article regarding the Fourth of July appropriation in the amount of \$15,000. Second by Mr. Dahlen. VOTE: 3:0:0.

V TOWN MANAGER'S REPORT

Mr. Read mentioned the following items:

1. Burning Permits Availability:
Burning permits are available at the Central Fire Station, 668 Tremont Street. Permits can be purchased for \$10.00 (CHECKS ONLY).
2. Dredging Completion:
Both the federal dredging project and the piggyback dredging projects have been completed. Final surveys are being done, but those should be wrapped up shortly.

VI COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/ RESIGNATION - none

VII ONE-DAY LIQUOR LICENSE REQUESTS - None presented

[For Event Permits and One-Day Liquor Licenses, departmental reviews of the requests were done. There were no objections and departmental feedback was incorporated into the conditions listed on the permit or license.]

VIII EVENT PERMITS

4/9/16 DYB Opening Day Parade

Mr. Madigan moved to grant to Mr. Dave Massingham, as the President of Duxbury Youth Baseball, permission to conduct a parade on April 9, 2016 from 11:30AM PM to 12:45 PM (approx.), from Chandler School to the Sinnott/Tarkiln baseball fields, subject to the conditions on the permit. Second by Mr. Dahlen. VOTE: 3:0:0.

5/13/16 Ragnar Relay

Mr. Madigan moved to grant to Ragnar Relay Series permission to conduct a portion of their Ragnar Cape Cod 2016 benefitting The Hole in the Wall Gang Camp in the Town of Duxbury from 10:00 AM on Friday, May 13, 2016 to 1:00 AM on Saturday, May 14, 2016, subject to the conditions on the permit. Second by Mr. Dahlen. VOTE: 3:0:0.

IX MINUTES

Executive Session Minutes: none

Open Session Minutes: 01/25/16 Selectmen's Minutes - Draft

Mr. Madigan moved that the Board of Selectmen approve the 01-25-16 Selectmen's Minutes, as presented. Second by Mr. Dahlen. VOTE: 3:0:0.

X ANNOUNCEMENTS

Mr. Madigan read the following announcements:

1. VOTER REGISTRATION DEADLINE FOR PRESIDENTIAL PRIMARY:

The last day to register to vote or change party enrollment for the Presidential Primary is Wednesday, February 10th. You can register to vote at the Town Clerk's office or online. Information about voter registration can be found on the Town Clerk's webpage on the Town website.

2. ABSENTEE BALLOTS FOR PRESIDENTIAL PRIMARY:

Absentee ballots for voting in the Presidential Primary are now available at the Town Clerk's office during regular Town Hall hours.

3. TABLE RESERVATIONS FOR ANNUAL TOWN MEETING:

Individuals or organizations interested in reserving a table to display information at the Duxbury Town Meeting, please contact the Board of Selectmen office (Ext. 6016). Tables are limited and will be assigned on a first-come, first-served basis with preference given to Duxbury organizations.

4. PRESIDENT'S DAY:

Town Hall will be closed on Monday, February 15th in observance of President's Day, and there will be no Selectmen's Meeting that evening.

5. Next Scheduled Selectmen's Meeting: Monday, February 08, 2016.

XI ADJOURNMENT

At approximately 9:00 PM, Mr. Madigan moved that the Board adjourn. Second by Mr. Dahlen.

VOTE: 3:0:0.

Minutes respectfully submitted by C. Anne Murray

LIST OF DOCUMENTS FOR 02-01-16 SELECTMEN'S MEETING (DOCUMENTS LOCATED IN THE SELECTMEN'S OFFICE FILES).

1. *Agenda for 02-01-16 Selectmen's Meeting (Revised)*
2. *OPEN FORUM: no documents*
3. *NEW BUSINESS:*
 - *Swearing in of FF/Paramedic Matthew Bryer – Background Info.*
 - *Water and Sewer Commissioners: Coversheet with suggested motions and paperwork for 2 Water Commitments and for adjustments of water consumption bill(s): 119 West ST*
 - *Declaration of Surplus Property: Explanation from Jeannie Horne and suggested motion*
 - *WARRANT ARTICLES: Spreadsheet of "one-liners" and 2016 ATM Warrant –DRAFT (01-22-16)*
4. *TOWN MANAGER REPORT (Potential Items): 01-04-16 Town Manager's Report.*
5. *COMMITTEE APPOINTMENTS-RE-APPOINTMENTS /RESIGNATIONS: -none [ODLL and Event Permits -For each the packet included the ODLL /Event application and other details provided about the event, results of the department feedback received, and a drafted ODLL or Event Permit incorporating the conditions indicated.]*
6. *ONE-DAY LIQUOR LICENSE REQUESTS: --none*
7. *EVENT PERMITS:*
 - *4/9/16 DYB Opening Day Parade*
 - *5/13/16 Ragnar Relay*
8. *MINUTES: Coversheet with suggested motion and 01-25-16 Selectmen's Minutes-DRAFT*
9. *SUGGESTED ANNOUNCEMENTS: 02-01-16 Suggested Announcements.*