

## ROXBURY SELECTBOARD MEETING

MINUTES OF JANUARY 4, 2016

7:00PM - 8:56PM

MEMBERS: Vice-Chair Steve Twombly and Road Commissioner Dave McShane

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: None

1. The meeting was called to order at 7:00PM.
2. Additions/Deletions to Agenda: Tammy asked the Board to add Town Meeting Tune-Up and Forest Fire Warden Appointment to the agenda. These items will be done under Other Business.
3. Dave moved to approve the minutes of December 21, 2015 as amended. The motion was seconded and passed with a vote of 2 to 0.
4. Road Commissioner's Report
  - a) The 2016 International Truck's wing wouldn't work - it was taken to Tenco's for repair.
  - b) The 2012 International Truck has electrical issues - it is at Clarks.
  - c) The roads are in good shape.
  - d) Town Garage Maintenance - Dave is working on getting specs for a water heater.
  - e) Discontinuance of Roads Discussion - Tammy told the Board that the only information she could find on the procedure for discontinuing roads is for petitioned requests. The Board decided to have Tammy send a letter to John Aberth regarding his request for discontinuance and advise him that a petition is required before the Board will consider his request.
5. Financial Report
  - a) The orders were reviewed. Dave moved to approve the orders with add-ons. The motion was seconded and passed with a vote of 2 to 0.
6. Unfinished Business
  - a) Third Branch Park - Tabled until the next meeting.
7. New Business
  - a) The Selectboard received a letter from Ryan Zajac, Library Director of the Roxbury Free Library, requesting a key to the Community Hall building. The Board discussed Ryan's letter and Tammy, as Town Clerk, stated she was opposed to giving a key to the Library. There is a key available at the Town Office for people to use. If the building is not being used, Ryan can pick up the key on Friday's. As Town Clerk, it is her responsibility to oversee the use of the building. Also, Gloria Gerdes, has offered the Library use of her key if they are unable to get a key from the office. The Board made no decision, it will be discussed at the next meeting. (see attached)
  - b) The Selectboard received a letter from Ryan Zajac, Library Director of the Roxbury Free Library, regarding the repairs to the Library building. Ryan asked about budgeting for the work that needs to be done. He, currently, has one estimate for repairs. It was mentioned that the Selectboard had previously sent letters to all organizations in Town informing them that repairs to Town owned buildings would need to go through the Selectboard; it was the responsibility of the Selectboard to budget and approve all repairs. Steve will contact Ryan regarding quotes and budget.

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(see attached) The Board will discuss at the next meeting.

- c) The Board received a letter from Stantec regarding upcoming work on Route 12A.  
(see attached)

8. Other Business

- a) Tim Martin submitted the paperwork for appointment for Forest Fire Warden. Due to State law, the Board cannot act on the appointment because it was not on the agenda. The will act on the appointment at the next board meeting.
- b) The annual Town Meeting Tune-Up is on February 3, 2016 and the Town Moderator will attend.

- 9. The Board worked on the 2016/2017 Budget, the 2016 Town Meeting Warning and the 2016 Selectboard Report.

With no further business to discuss, the meeting adjourned at 8:56PM.

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Tammy Legacy, Selectboard Assistant  
Approved on January 18, 2016