

## ROXBURY SELECTBOARD MEETING

MINUTES OF MARCH 21, 2016

7:00PM - 8:53PM

MEMBERS: Shawn Neun, Steve Twombly and Dave McShane

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Carlos Montero and Nik Sargent

1. The meeting was called to order at 7:00PM.
2. There were no additions/deletions to agenda.
3. Steve moved to nominate Shawn Neun as Board Chair. The motion was seconded and passed with a vote of 3 to 0.

Shawn moved to nominate Steve Twombly as Vice-Chair. The motion was seconded and passed with a vote of 3 to 0.

Steve moved to nominate Dave McShane as Road Commissioner. The motion was seconded and passed with a vote of 3 to 0.

Prior to the last Board meeting, Shawn had not taken the Oath of Office. Steve moved to ratify and affirm actions taken at the previous meeting. The motion was seconded and passed with a vote of 3 to 0.

4. Dave moved to approve the minutes of March 7, 2016 as submitted. The motion was seconded and passed with a vote of 3 to 0.
5. Public
  - a) Carlos Montero spoke to the Board about the restoration projects at the Community Hall. Jim Rogler and Terry Edwards have volunteered to help with the project. The siding needs to be finished, a new porch needs to be built and the new bathroom needs to be finished. Possible grants were discussed. Dave said the first thing that needs to be done is a new lock on the front door (current one does not meet State codes). Dave will contact Glenn Howland about changing the lock. Steve strongly encouraged the committee put the siding out to bid and not have volunteers do the work. The project coordinators will have a re-organizational meeting next week. It was mentioned that the Board had a temporary wall installed in the basement to save on fuel. Since the building is the Town's, Carlos will keep the Board updated on restoration project. Any contracts will need to be approved by the Board. (see attached list from committee)
  - b) Nik Sargent came to speak to the Board on behalf of the Lost Nation ATV Club. Nik said the club is required to submit the Application and Reporting Form for the bridge work on Braintree Hill Road. The bridge is on private property but in the Town's right-of-way. Nik gave the form to the Board.
6. Road Commissioner's Report
  - a) The grader needs work done. Glen Johnson will look it over and give the Town an estimate for repairs.
  - b) The roads are slowly drying up.

## ROXBURY SELECTBOARD MEETING

MINUTES OF MARCH 21, 2016

7:00PM - 8:53PM

- c) Dave is applying for Better Back Road Grants for a few projects. Stream stabilization for Cruickshank Road, Stone lined ditches for Carrie Howe Road (near Warren Mountain Road) and Road & Bridges Inventory.
- d) The Town will need more chloride. Dave will order it.
- e) Dave gave an update on the VCDP Grant. He will have more information at the next meeting.
- f) The Board discussed the repeater. Since the annual lease cost is quite high, Steve will negotiate with the railroad to see if the amounts can be lower. The cost for the repeater is \$10,000.00. Steve will continue to work on this project. (The Board is trying to get a repeater installed on the pole owned by the railroad on the top of Warren Mountain Road)
- g) The Board received a High-Risk Areas map from CVRPC. Dave will look over the map.

### 7. Financial Report

- a) The orders were reviewed. Steve moved to approve the orders with add-ons. The motion was seconded and passed with a vote of 3 to 0.
- b) Tammy gave an update on current taxes. \$1,592,024.69 was collected. \$121,955.82 went delinquent.

### 8. Unfinished Business

- a) The Board discussed the Roxbury Land Conservation Association's offer of giving the Third Branch Park to the Town of Roxbury. Steve moved to accept the gift of land from the Roxbury Land Conservation Association. The motion was seconded and passed with a vote of 3 to 0. With the gift of land, the association is also giving the town all the funds in their bank account (\$799.45) which would be used to cover expenses.
- b) Cell Tower was discussed. Senator Pollina has been helping the Board get the cell tower issues resolved. The latest deadline is May 29th. Tammy will send an email to Senator Pollina thanking him for his help. Tammy will also send an email to Senator Pollina, Clay Purvis and James Porter requesting copies of the new design.
- c) VLCT Health Insurance Advisory Services was discussed. The Board had no interest in the services.
- d) VLCT-Loss Control Report/Recommendations was discussed. Dave will look into their recommendations.
- e) Local Emergency Operation Plan (LEOP) - Tammy will meet with Laura Ranker from CVRPC to discuss updating the plan.
- f) Local Hazard Mitigation Plan (LHMP) - The plan needs to be updated. CVRPC is willing to help Roxbury with the renewal.

### 9. New Business

- a) Mad River Resource Management Alliance (MRRMA) dues increased to \$4,146.00 (\$6.00 per capita).
- b) Steve drafted a letter to be sent to the Governor, Lt Governor, all three Senators, the two Representatives and AOT District 4 regarding the storm drains in the village. The letter was approved; Tammy will send the letters. (see attached)
- c) Steve moved to appoint:

## ROXBURY SELECTBOARD MEETING

MINUTES OF MARCH 21, 2016

7:00PM - 8:53PM

- Fence Viewers: Scott Legacy, Mark Gerdes, Chuck Brown
- Inspector of Lumber & Shingles: Scott Legacy
- Tree Warden: Steve Lusk
- Energy Coordinator: Carlos Montero
- Chairman of Civil Defense: Steve Twombly
- Emergency Management Director: Steve Twombly
- Town Health Officer: Craig Sullivan
- Deputy Town Health Officer: Duane Natvig
- Regional Planning Commissioner: Gerry D'Amico
- Town Service Officer: Claire Chomentowski
- Animal Control Officer: Reggie Brown Jr.
- E-911 Coordinator: Alan Waterman
- Solid Waste Representative: Dave McShane

The motion was seconded and passed with a vote of 3 to 0.

- d) Tammy told the Board about a VLCT educational opportunity called Knowledge Wave. Trainings can be done on line or attend live classes in South Burlington. Webinars are available. The cost is \$75.00 a year (July through June). Town's can register up to ten users. Unlimited access to training videos and webinars. Tammy requested the Board agree to these trainings. Dave moved to approve Tammy's request. The motion was seconded and passed with a vote of 3 to 0.

### 10. Other Business

- a) The Board discussed the Drinking on Town Property/Facilities Use Ordinance. Steve will work on the policy.
- b) Intersection near Lusk Property - Dave will work on this project.
- c) Carrie Howe Grant - The Town's road crew will do the work. Equipment will need to be rented.

### 11. Tax Sale - Executive Session

Steve moved to enter executive session to discuss a legal issue with an invitation to Tammy Legacy. The motion was seconded and passed with a vote of 3 to 0. The Board entered executive session at 8:45PM. The Board exited at 8:50PM.

Steve moved if there are no bidders at the Tax Sale on the property owned by Linda LaRose, the Board will have Tammy act as agent for the Town and will enter a bid. A check can be drafted in the amount owed. The motion was seconded and passed with a vote of 3 to 0.

With no further business to discuss, the meeting adjourned at 8:53PM.

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Tammy Legacy, Selectboard Assistant  
Approved on April 4, 2016