

ROXBURY SELECTBOARD MEETING

MINUTES OF JUNE 5, 2017

7:03PM – 9:12PM

MEMBERS: Chair Jeremy Reed, 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. Steve moved to approve the minutes of May 15, 2017 as amended, Steve seconded. The motion passed with a vote of 3 to 0.
3. Additions/Deletions to agenda - Cemetery Lot Fees, Carrie Howe Cemetery, CVRPC-MRRMA and Sand.
4. Public - None
4. Road Commissioner's Report
 - a) Mack Truck Bids - The Board received two bids. The Board opened the bids.
 - Tim's Auto - \$5,025.00
 - Farquharson Brothers, LLC - \$7,251.00Dave moved to accept Farquharson Brothers LLC bid of \$7,251.00. The motion was seconded and passed with a vote of 3 to 0.
 - b) Equipment is okay. The 2012 International Truck's wheel barrens need to be repacked.
 - c) Roads are okay; they need chloride.
 - d) Sand was discussed. Tammy will send out Sand/Gravel bids to Tabor Earth Extractors, McCullough and RE Tucker. The bids will be opened at the next Board meeting.
5. Financial Report
 - a) The Board reviewed the orders. Dave moved to approve the orders. The motion was seconded and passed with a vote of 3 to 0.
 - b) The 4th payment to the school was in the amount of \$199,340.53.
 - c) Tammy gave the Board copies of financial reports for Community Hall Fund, Library Programs Fund and Library Operating Fund. The Board discussed reserve funds.
6. Unfinished Business
 - a) The Board received one request for the open position on the Board of Library Trustees. Donald Breivogel-Williams sent a request to be appointed to the position. Jane Pincus, Library Trustee Chair, sent a letter recommending Don for the position. Steve moved to appoint Donald Breivogel-Williams to the Board of Library Trustees. The motion was seconded and passed with a vote of 3 to 0. (see attached letters)
 - b) The Board reviewed the LEOP. Dave moved to adopt the Local Emergency Operations Plan of 2017. The motion was seconded and passed with a vote of 3 to 0.
7. New Business
 - a) The Town Clerk, Tammy Legacy, gave the Board the list of unlicensed dogs. Tammy reminded the Board of the statutory duties of the Board when it comes to unlicensed dogs. There was discussion on what the Board would do to get the dogs licensed. Tammy will send a letter to the owners reminding them to license their dogs.
 - b) The Board discussed the Roxbury Park sign. Dave will get the sign repainted.

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- c) The Board discussed the PACIF letter regarding employees and loss control. (see PACIF Action Plan attached) PACIF made suggestions on how employees could avoid being hurt and they also advised the Board to encourage employees file an incident report when injured.
- d) The Listers filed the Abstract Grand List. The Grand List total is \$749,462.00.
- e) The Board received the pre-buy contracts from Gillespie Fuels. The Board discussed whether they should go out to bid for these types of contracts. No decision made.

8. Other Business

- a) The Cemetery Commission adopted cemetery lot fees for town cemeteries. (see attached)
- b) The Board discussed the Carrie Howe Cemetery. Steve and Dave will contact Gus and Carma Flowers to discuss Board concerns and road frontage.
- c) Gerry D'Amico sent the Board information regarding Mad River Resource Management Alliance's agreement with Central Vermont Regional Planning Commission. CVRPC may end financial services (bookkeeping) for Alliances.
- d) The Board discussed the Blue Flame Gas fuel spill on Warren Mountain Road.
- e) Steve mentioned that he has not heard from the railroad regarding the repeater. Steve suggested the Board withdraw application and the railroad return the town's deposit since it is the railroad who has not taken any action. No decision made.
- f) The Board discussed the Route 12A construction project.

With no further business to discuss, the meeting adjourned at 8:47PM.

Tammy Legacy, Selectboard Assistant
Approved on June 19, 2017