

## ROXBURY SELECTBOARD MEETING

MINUTES OF AUGUST 1, 2016

7:02PM - 9:17PM

MEMBERS PRESENT: Steve Twombly, Dave McShane and Jeremy Reed

STAFF: Tammy Legacy

PUBLIC: Carolos Montero, Nate Donahue, Laura Sudhoff, Dan Sudhoff, Jane Pincus, Gloria Gerdes, Jeremy Whalen, Adam Miller and Justin Coutts

1. The meeting was called to order at 7:02PM.
2. There were no additions/deletions to agenda.
3. Dave moved to approve the minutes of July 18, 2016 as amended. The motion was seconded and passed with a vote of 2 to 0.
4. Dan and Laura Sudhoff would like to cut some trees on Webster Road across from the former Fenton property. The trees are in the Town's right-of-way. They would like permission to close the road for a few hours on a Saturday. The Board discussed the request. The Board had no objections. The Sudhoff's will give the Town five days notice so signs can be put up notifying people of the closure. The necessary emergency officials will also be notified. Dave asked if the Sudhoff's would consider cutting some trees at a different location that would be beneficial to the Town. Dan said they would consider it and will let the Board know.
5. Community Hall Siding Project - Carlos Montero spoke to the Board about the project. Nate Donahue mentioned he would give a proposal for project. The project was discussed. Nate mentioned that he felt there were lead and safety issues with the building as it is now. When the lead paint is removed, the building should be primed the same day. Steve asked Carlos how much money the Community Hall Restoration Committee would be willing to donate for this project. Carlos will need to discuss with committee and will get back to the Board. The committee has other projects they want to do (new bathroom and kitchen). Jeremy Reed suggested the Board have a pre-bid meeting on the project with a new scope of works. Steve mentioned the bids must be based on the scope of works so that everyone bids on the same thing.
6. Roxbury Fish Hatchery - Adam Miller and Jeremy Whalen discussed the project to restore the fish hatchery. The Roxbury Fish Hatchery was damaged during Tropical Storm Irene. The Legislature voted to give them 2.2 million during Fiscal Year 2017. Adam said they would ask for more this coming year. FEMA gave them \$250,000.00 plus another \$800,000.00. River corridors were discussed. It was mentioned that the retaining wall on Oxbow Road (Flint Brook) caused the damage, a solution needs to be made so that this will not happen again. The hydraulic studies were discussed. The Fish Hatchery turns 125 years old this year; a celebration is being held on August 6th.
7. Appointment of Selectperson - the Board received one request for the vacant Selectperson position. The request came from Jeremy Reed. Dave moved to appoint Jeremy Reed as Selectman. The motion was seconded and passed with a vote of 2 to 0.

At this time, Jeremy was given the oath of office by Town Clerk Tammy Legacy. Jeremy then participated in the meeting as Selectman. Jeremy's term ends after Town Meeting. The position of a 2-year term for Selectman will be on the ballot at Town Meeting.

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8. Re-Organization of Board - Dave moved to appoint Steve Twombly as Chair. The motion was seconded and passed with a vote of 3 to 0. Dave moved to appoint Jeremy Reed as Vice-Chair. The motion was seconded and passed with a vote of 3 to 0. Steve moved to have Dave McShane continue as Road Commissioner. The motion was seconded and passed with a vote of 3 to 0.

Steve proposed the Board equally split the stipend allowed for the Selectboard. All the members perform duties and put a lot of hours in. Dave moved to have the \$2,000.00 be split equally between all 3 board members. The motion was seconded and passed with a vote of 3 to 0.

9. Road Commissioner's Report

- a) Roads were discussed.
- b) Equipment was discussed.
- c) Warren Mountain Road Project - the Board received six bids for the culvert project.

They are:

- DuBois Construction - \$36,449.00
- RJ Piche - \$20,720.00
- Tremblay Construction - \$18,860.00
- Lamberti Excavation - \$26,061.00
- G & N Excavation - \$18,300.00
- Griffin & Griffin - \$18,440.00

The culvert work is on the paved portion of road. Steve moved to award the Warren Mountain Road Culvert Project to G & N Excavation. The motion was seconded and passed with a vote of 3 to 0. Tammy will notify the bidders of the results.

- d) Warren Mountain Road Grant (HRRR Program) - Dave moved to have Steve as Chair sign the contract with the State of Vermont. The motion was seconded and passed with a vote of 3 to 0. The grant is for new signs on Warren Mountain Road.
- e) Dave moved to sign purchase agreements with both Cargill and American Rock Salt for the 2016-2017 fiscal year. The motion was seconded and passed with a vote of 3 to 0.
- f) Repeater Update - The Railroad has informed Steve that they have approved the Town's request; their attorney is working on drafting a lease agreement. The Town will need to get a new FCC License.
- g) Tammy gave the Board the current Capital Equipment Plan. Steve suggested the Board look over the Capital Equipment Plan and will discuss at another meeting.
- h) Tammy gave the Board the 5-Year Bridge Plan. It was mentioned that Holden Engineering is currently doing a bridge inventory. Tammy will contact Holden to see where they stand with pictures.
- i) VCDP Grant was discussed. The Board has received the approved designs with the engineering stamp. Tammy will give Tom Frazier a copy of designs.
- j) Dave mentioned the Town will be going out to bid for the Cruickshank Road project (Better Back Roads Grant). The Town will seek informal bids. Tammy will send the invitation to bid to the bidders of the Warren Mountain Road Culvert Project.

10. Financial Report

- a) Orders were reviewed. Dave moved to approve orders. The motion was seconded and passed with a vote of 3 to 0.

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- b) The Board discussed the reports and made some changes. The Board agreed to have the chair review the orders prior to the meetings.
- c) The Town received the quarterly highway payment in the amount of \$15480.49.
- d) The Town received the Municipal Portion of Taxes from the State in the amount of \$28,417.82.
- e) Tammy submitted the end of year report to the Board. There is currently a surplus of \$27,401.03 but a review of the accounts will be done by a CPA so this number may change (this review is done annually).

### 11. Unfinished Business

- a) Cell Tower Update - Clay Purvis sent an email stating they are still trying to schedule a meeting with Coverage Co. The previous meeting was cancelled by Coverage Co. Roxbury's site is a priority for the DPS. It was mentioned that Senator Anthony Pollina has been helping the Board get this situation resolved. He is the only representative of Roxbury that has offered to help.
- b) Facility Use Ordinance - Tammy gave Jeremy a copy. They will discuss at the next meeting.

With no further business to discuss, the meeting adjourned at 9:17PM.

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Tammy Legacy, Selectboard Assistant  
Approved on August 15, 2016