

APPROVED MINUTES

ROXBURY SELECTBOARD MEETING MINUTES OF AUGUST 21, 2017 7:03PM – 8:59PM

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

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Ed Dickinson

1. The meeting was called to order at 7:03PM.
2. Added to the agenda was Road Signs, Emergency Watershed Protection Program and the Ice Skating Rink. There were no deletions at this time.
3. Steve moved to approve the minutes of August 7, 2017 as amended, The motion was seconded and passed with a vote of 2 to 0. Jeremy abstained from voting.
4. Public

a) Ed Dickinson spoke to the Board about the Dog River Project. Discussed were the beavers and the dams that are being built. The beavers are being trapped. Once the beavers are gone Windridge Camp will remove the dams. Dave will contact AOT regarding their portion of the maintenance project. Jeremy suggested Ed contact the State regarding his concerns. Tammy will send Ed a copy of the maintenance agreement.

5. Road Commissioner's Report

a) Equipment is in good shape.

b) Roads were discussed.

c) FEMA has declared the July 2017 storms. The Board discussed soliciting bids for engineering design for the Bull Run Road damage. The Board discussed whether they should do a temporary fix now and do the project in the spring or do the project this fall. Jeremy suggested the project get finished this fall. The Board decided they would have engineering plans due October 15th. Bids for project would be due November 1st. There are some small projects that may get approved by FEMA.

d) The Town received two quotes for concrete for the Carrie Howe Box Culvert.

Haskins - \$32,000.00

Tremblay - 25,550.00

Dave moved to have Jeff Tremblay Construction of Washington, Vermont do the construction on Carrie Howe for the amount of \$25,550.00. The motion was seconded and passed with a vote of 3 to 0.

e) Cruickshank Road - more info required - will discuss at the next meeting.

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f) Tammy mentioned the need for a sign for Moose Run Road. Also discussed were the E-911 requirements for signs. Tammy will ask Loren to check Moose Run Road to make sure there is no sign prior to having one ordered.

6. Financial Report

- a) The Board reviewed the orders. Steve moved to approve the orders with add-ons. The motion was seconded and passed with a vote of 3 to 0.
- b) The Town received \$32,066.00 from the State for municipal portion of taxes.
- c) Tammy informed the Board what the Town has received in highway aid for the past fourteen years. It has gone up about five thousand dollars.

7. Unfinished Business

- a) Carrie Howe Cemetery was discussed. The Cemetery Commission had asked permission to work at the cemetery. Carma Flowers had given permission but requested no one go past the gate. Unfortunately, her request was not honored and she was upset. Dave said he had explicitly told the commission of Carma's request. The Board discussed whether they should hire a surveyor to locate boundaries. Jeremy suggested waiting until spring. Steve suggested now since we have an active commission that is seeking the Boards help. Steve will contact the Jack and Wendy Cashman about the situation. The Board will discuss this at the next meeting.
- b) Appointing a delegate to approve orders were discussed. Steve moved to designate the Chair or the Vice-Chair to review and sign orders when special circumstances requires it. The motion was seconded and passed with a vote of 3 to 0.
- c) Hazard Mitigation Plan is being reviewed by FEMA. Since the Town is in the process of getting the plan approved, there should be no issue with applying for FEMA funds.
- d) The Board discussed the website. Steve met with Andre Souigny. He would like to create a new website using WordPress. He would like to establish a contract and account. By consensus, the Board approved setting up Andre as Webmaster with an hourly wage of \$15.00. The Board also agreed to setting up a new website with WordPress and having Tatiana Govoni help Andre with the GovOffice website and WordPress. A new web address will be required. (The current Webmaster, Alan Waterman, had told Tammy that he plans to resign from the position when he came back to Roxbury in August.) Tatiana Govoni has volunteered to help improve the website.

8. New Business

- a) No one came to discuss the Bike Ride so this subject was removed from agenda.
- b) Tammy informed the Board that Terry Edwards has agreed to paint the sign at the south end of Town. In fact, Terry and Randy Whitney took the sign down, with permission of land owner, so that Terry could paint the sign in his garage.

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c) VLCT Town Fair and VLCT Voting Delegate was tabled until the next meeting.

9. Other Business

a) Emergency Watershed Protection Program was discussed. Tammy will send a letter to Natural Resources Conservation Service seeking funds which is a requirement of FEMA for the damages from the July 2017 storms. Also, Dave would like to know if it is required to hear back from them prior to seeking bids for road projects.

b) Skating Rink was discussed. Material for the skating rink was donated and left at the site of the rink. The Board would like Ryan Zajac to come to the next meeting to discuss the skating rink, the amount of material donated is more than is needed. Who will clean up the area and maintain the skating rink was also mentioned. It was also mentioned that the skating rink would not cost the Town taxpayers except for the labor by the highway crew and use of equipment to remove the top soil so that the rink could be built. Getting water from the Fire Station and use of water pump was mentioned.

10. Executive Session – Dave moved to go into executive session with an invitation to Tammy Legacy to discuss the possible personnel issue. The motion was seconded and passed with a vote of 3 to 0. The Board entered executive session at 8:45PM and exited at 8:59PM. No action taken.

With no further business to discuss, the meeting adjourned at 8:59PM.

Tammy Legacy, Selectboard Assistant

Approved on September 6, 2017