

**ROXBURY SELECTBOARD MEETING**  
MINUTES OF SEPTEMBER 19, 2016  
7:04PM - 8:56PM

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

STAFF: Sally Archer

PUBLIC: Steve Lusk, Ryan Zajac and Betty Carney

The meeting was called to order at 7:04PM.

Additions/Deletions to Agenda - Added Lister Resignation to Agenda item 9.

Dave moved to accept the minutes as amended. The motion was seconded. Passed 3-0.

Public: Mr. Lusk came to discuss West Hill/Oxbow intersection.

1. Library Maintenance

- a) Library building repairs were discussed. The process and options were discussed with the Library Trustee and Library Director.

2. Road Commissioner's Report

- a) The grader has some repairs that are needed for the exhaust Manifold.
- b) Some minor washouts with the thunderstorms; nothing serious.
- c) G&N will do the Warren Mountain Road Culvert next week.
- d) Dave moved to authorize Tammy to set-up an Account with Lawsons for Bolts and misc. hardware. The motion was seconded. Passed 3-0e)

3. Personal Policy- All employees must take a lunch per our policy. Extenuating circumstances should be considered on a case by case basis.

4. No update on Repeater

5. VCDP Grant - The Town is in compliance, based on an inspection for the culvert grants that we received. Cram Hill Road should be done today then they will move to Thurston Hill.

6. Financial Report

Dave Moved to approve the orders with the add on for Dubois Construction. The motion was seconded. Passed 3-0

7. Unfinished Business

- a) Facility Use agreement was discussed. It was decided to consistently exempt community service and non-profits. The rental agreement was finalized. Fee of \$25 with a Security Deposit of \$100 and an additional \$150 Security Deposit if alcohol will be furnished, served, or consumed on the premises. The rental fee will not be refunded if the event is cancelled within 24 hrs.
- b.) Community Hall siding. Steve has called and left a message with Pinnacle Trade Works.
- c.) Library Maintenance was covered under item 5.

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d.) Dave moved to hire Flo Parzych at \$15 per hour to perform temporary cleaning services at the town offices. The motion was seconded. Passed 3-0

8. New Business

Sally Archer, Lister - Attended a VALA conference which discussed Statewide digital tax mapping. The Board authorized Sally to notify Leslie Pelch that Roxbury is interested in participating.

Lister Resignation – A Potential resignation is imminent, although a letter has not been formally submitted.

9. Other Business

The Board has not heard back from the fire department regarding their event on October 1, and the necessary repairs to the building.

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

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Jeremy Reed, Acting Clerk  
Approved on October 3, 2016