

ROXBURY SELECTBOARD MEETING

MINUTES OF OCTOBER 3, 2016

7:02PM - 8:27PM

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

STAFF: Selectboard Assistant Tammy Legacy, Tom Frazier and Grants Administrator Sally Archer

PUBLIC: Dan and Laura Sudhoff

1. The meeting was called to order at 7:02PM.
2. Dave moved to approve the minutes as submitted. The motion was seconded and passed with a vote of 2 to 0.
3. Public
 - a) Dan Sudhoff spoke to the Board about the trees he had planned to have cut down on Webster Road. Dan said the cost for the removal of the trees was more than he planned. He asked the Board if they would consider either financially helping with the removal and possibly offer the help of the road crew. Dave suggested a couple of tree cutting companies that Dan should contact. No decision was made by the Board.
4. Road Commissioner's Report
 - a) The equipment is in good shape. The trucks will be inspected and winterized soon.
 - b) Roads are in good shape. They are being graded now.
 - c) VCDP Grant - Both projects are done. There was a suggestion to have guardrails put up at the area of the project on Cram Hill. The grant officials said it could be part of the project. Dave will give Sally a price on the guardrails. If guardrails are installed, they must be up before December. Sally will request funds for reimbursement once all the invoices are paid in late October.
 - d) Route 12A Project (State of Vermont) will begin soon. The Board discussed the project.
 - e) Cell Tower Update - The cell tower is still not working. Hopefully, it will be in a couple of weeks. AT&T will not be part of the project at this time.
 - f) Tenney Road Bridge discussed.
 - g) Norwich students are working on engineering projects for Oxbow Road, Tenney Road Bridge and Warren Mountain Road multi-plate. These are not Roxbury's project but class projects.
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 2 to 0.
 - b) The Town received the Municipal Portion of Taxes from the State in the amount of \$1,955.68.

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6. Unfinished Business

- a) The Fire Department had a door installed at the fire station. The door will open out instead of in (required by the Deputy Fire Marshall). The electrical work will be done soon.

7. New Business

- a) Tammy met with a representative from the USDA. They discussed the Town applying for a grant to renovate the Community Hall. The Board needs to meet with the representatives of the Community Hall Restoration Project to discuss the priorities. The grant cannot be used for work that has already started.
- b) NEMCI - Tammy was appointed to the New England Municipal Clerks Institute & Academy's Board of Directors. This Board consist of 2 Clerks from each New England State. The Board and Tammy discussed the duties of her new position. The Board agreed to allow Tammy to participate in the weeklong sessions in July. This organization has helped Tammy a lot over the past decade. The Town has also received scholarship funds to allow Tammy to participate in the courses.
- c) No discussion or action taken on Municipal Planning Grants.
- d) No discussion or action taken on Paperless Act 250 Application Process & Trainings.
- e) Single digit increase in VLCT PACIF rates in 2017 planned.
- f) The Board received the official resignation from Andrew Legacy as Lister. Gloria Danforth expressed interest in the position of Lister. Dave moved to appoint Gloria Danforth as Lister. The motion was seconded and passed with a vote of 2 to 0.

8. Other Business

- a) The Union Contract expires on December 31st. The Board would like the Union to send their proposed changed so the Board can review. A meeting will be scheduled in November or December.
- b) G & N Construction has completed the Warren Mountain Road project.

With no further business to discuss, the meeting adjourned at 8:27PM.

Tammy Legacy, Selectboard Assistant
Approved on October 17, 2016