

ROXBURY SELECTBOARD MEETING
MINUTES OF MARCH 19, 2018
7:00PM – 8:23PM

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

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Dave Santi

1. The meeting was called to order at 7:00PM.

2. Organization of Board

Steve nominated Jeremy Reed as Board Chair. The motion was seconded. No other nominations. The motion passed 2 to 0 with 1 abstention.

Dave nominated Steve Twombly as Vice-Chair. The motion was seconded. No other nominations. The motion passed 2 to 0 with 1 abstention.

3. Additions to agenda: TDS donation under financial report.

4. Steve moved to approve the minutes of March 5, 2018. The motion was seconded. There was one correction, the motion passed with a vote of 3 to 0.

5. Public - no public at this time

6. Appointments & Vacancies from Town Meeting

Dave moved to appoint the following to the vacant positions. The motion seconded and passed with a vote of 3 to 0.

Emergency Management Director - Steve Twombly

Town Health Officer - Craig Sullivan

Deputy Town Health Officer - Duane Natvig

Regional Planning Commissioner - Gerry D'Amico

Roxbury Planning Commissioners

Gloria Danforth

Mike French

Kate Jackson

Lucinda Sullivan

E-911 Coordinator - Tammy Legacy

Solid Waste Representative - David McShane

Fence Viewers

Darrell (Chuck) Brown

Mark Gerdes

Scott Legacy

Inspector of Lumber and Shingles - Scott Legacy

Tree Warden - Steve Lusk

Chairman of Civil Defense - Steve Twombly
Road Commissioner - David McShane

Vacancies from Town Meeting - 2 Library Trustees and a Town Agent. These three positions will be posted and the Board will appoint at the next Board meeting.

7. Road Commissioner's Report

- a) No update on the 2012 International Truck invoice from Clarks.
- b) Roads are rutty, bumpy, snow covered and icy.
- c) Dave gave Jeremy the draft copy of the engineering bid form for the Bull Run Project. Jeremy will work on it, send suggestions to Dave and then Tammy will advertise the Request for Bids. The deadline for bids will be April 16th.
- d) Grants - the Board will not apply for a Class 2 or Structures Grant this year.
- e) Municipal Roads General Permit - there should be a plan in the next 2 years.
- f) Certificate of Compliance - Roads & Bridges - By consensus, the Board approved and signed the form.
- g) Annual Financial Plan - By consensus, the Board approved and signed the form.

8. Financial Report

- a) Orders were reviewed. Dave moved to approve the orders. The motion was seconded and passed with a vote of 3 to 0.
- b) Tammy gave the Board the annual Certificate of Financial Action of Town Meeting. No action taken.
- c) The Board explained to Tammy how they would like the invoices paid for the Food Shelf. Claire Chomentowski will submit invoices to Tammy for the Food Shelf. These invoices are to cover expenses like dues.
- d) TDS Telecom donated \$500 to the Roxbury Volunteer Fire Department and \$500 to the Roxbury Fire Fighters Association. These donations are to show support for the Town's Fire Department and to recognize the important service provided to the community.

9. Unfinished Business

- a) Facility Use Policy was discussed. Steve mentioned what he had learned from the Vermont League of Cities & Towns (VLCT). Steve will draft a paragraph that explains the requirements of Roxbury groups/organizations that use Town buildings. The Board will discuss this at the next meeting.

10. New Business

- a) Follow-Up of 2018 Town Meeting
 - 1) The Board briefly mentioned the sidewalks.
 - 2) Steve will get in touch with the Community Hall group about priorities for the renovation of the building. He will schedule a meeting.

- 3) Property values are lower because of certain properties in the village was mentioned.
 - 4) Central Vermont Internet - there are two positions on the CVI Board that needs to be filled. Tammy will post the vacancies.
 - 5) Dave will have the steps to the Historical Society fixed before Memorial Day.
- b) Appropriations - Tammy informed the Board that they could have an article on the ballot for the Primary Election or General Election asking voters if they wanted to vote the appropriations for Town Meeting by australian ballot instead of on the floor at Town Meeting. No action taken.
 - c) The Board approved posting agendas for Selectboard meetings at the Town Office and Roxbury Post Office. They will also be posted on the website. Tammy will also plan to have the agendas posted on Steele Hill Road.

The Board also approved posting notices at five locations - Town Office, Roxbury Post Office, Roxbury Village School, Bull Run Road and Steele Hill Road.

- d) The Board approved the Northfield News as the posting newspaper.
- e) The Lister's computer had major issues; the Board discussed these issues. The Board asked Tammy to contact Chris Bradley and request he send his professional opinion on what caused the problems and if he has any suggestions.
- f) The Board received the resignation as Lister from Sally Archer. Steve moved to accept the resignation and the Selectboard will send a letter of appreciation to Sally. The motion was seconded and passed with a vote of 3 to 0.

11. Other Business

- a) Dave Santi asked the Board about the sidewalks and property values in the village that was on the agenda. Jeremy explained that people complained about the conditions of the sidewalks and the values of properties in the village at Town Meeting. Dave Santi mentioned a house offered at auction recently had a bid of \$16,000. Dave Santi also mentioned he would like a berm to remain in front of his house. There was discussion about his property and the State's right-of-way.

With no further business to discuss, the meeting adjourned at 8:23PM.

Tammy Legacy, Selectboard Assistant
Approved on April 2, 2018