

ROXBURY SELECTBOARD MEETING
MINUTES OF AUGUST 6, 2018
7:00PM – 8:04PM

MEMBERS: Chair Jeremy Reed, and Road Commissioner Dave McShane
STAFF: Selectboard Assistant Tammy Legacy
PUBLIC: Tim Martin

1. The meeting was called to order at 7:00PM.
2. Additions or Deletions to Agenda. None
3. Dave moved to approve minutes of July 16, 2018 as submitted. The motion was seconded and passed with a vote of 2 to 0.
4. Public
 - a) Tim Martin discussed with the Board the minutes of July 5, 2018. Tim would like the minutes amended to make it clear what the policy is for complaints being received. Jeremy stated the minutes have already been approved. Mentioned was employer expectations and job descriptions.
 - b) Tim Martin submitted a letter to the Board and the Town Clerk. Under the Vermont Public Records Law, Tim is requesting copies of public records that the Town Clerk received complaints of Tim's properties for both his Main Street and Sullivan Hill Properties for Tim's Auto and Tim Martin. Jeremy stated that immediately after the regular meeting the Board may enter executive session to discuss a legal issue.
 - c) Tim Martin mentioned the minutes and agenda were not posted on website. Tammy will contact the webmaster to find out why they are not on the website.
5. Road Commissioner's Report
 - a) Equipment - Dave mentioned he is working on capital budget for the loader and grader. A new grader will cost approximately \$290,000.00 and a new loader will cost approximately \$123,000.00. The tractor's transmission was overheating. The Board discussed the repairs.
 - b) Roads – Mowing should be done tomorrow.
 - c) Warren Mountain Road - July 2017 storm. The Board discussed the FHWA Grant. Chris Bump will meet with Dave on Wednesday to fill out the RPF. The engineering needs to go out to bid.
 - d) Bull Run Road Project - July 2017 storm. Dubois & King have a couple of options that the Board needs to review and make a decision on as soon as possible. They hope to get it out to bid in two weeks.
 - e) State Class 2 Road Grant - nothing to discuss.
 - f) Dave discussed with Jeremy the danger to Ash Trees in Roxbury due to the Emerald Ash Borer. Dave would like an inventory of how many Ash Trees are in the Town's right-of-way. Dave said he counted 123 Ash Trees on West Hill to Carrie Howe. Dave would like to ask the Tree Warden to do the inventory. Also Dave would like it mentioned at Town Meeting. Dave stated we need to find out before the trees start to die.
 - g) The 2003 International Truck that was being auctioned off by Auctions International had a high bid of \$18,100.00. Dave moved to accept the high bid from Auctions International. The motion was seconded and passed with a vote of 2 to 0.
 - h) Mentioned was the Dog River Project area.

6. Financial Report

- a) The Board reviewed the orders. Dave moved to approve the orders with add-ons and corrections. The motion was seconded and approved 2 to 0.
- b) The Town received the quarterly State Highway Aid money in the amount of \$15,478.01.
- c) It was mentioned the Town paid the \$240.00 administrative processing fee for Stormwater Discharge. The Town will need to pay \$400.00 application review fee and \$1,350.00 annual operating fee by June 1, 2019.

7. Unfinished Business

- a) Tammy Legacy gave the 2018 unlicensed dog list to the Board. Tammy asked permission to give the list to the Animal Control Officer. The Board approved Tammy's request.
- b) Tammy reminded the Board that they were considering having a special vote prior to Town Meeting. The special vote would be to see if the voters wanted to vote on the annual appropriations by Australian ballot. This was brought up at Town Meeting; the appropriations take up a lot of time. The Board discussed the wording for the article. They wanted to make sure the local funding would not be included in the article. No action taken.

8. New Business

- a) As Flood Plain Administrator, Dave received a document from FEMA regarding a property on Roxbury Road owned by Paul Baker. Chase & Chase applied to FEMA on behalf of Paul Baker to remove a portion of his property on 12A from the Flood Plain Area. FEMA changed the Flood Plain Area and approved the request. Dave will look into it.
- b) Preservation Trust of Vermont conducted their annual inspection of the Town Office building. The building needs to be painted. Also of concern was the roof. The Board discussed the roofing material that was used by the contractor. Tammy will look into the files to see what was used. The renovation project was completed in 2005.
- c) VLCT PACIF Visit - The Board discussed the report from VLCT for the Library, Community Hall, Fire Department and Town Office.

9. Other Business

- a) Jeremy moved to go into executive session with an invitation to Tammy Legacy for a legal matter. The motion was seconded and passed with a vote of 2 to 0. The Board entered executive session at 7:51PM. The Board exited executive session at 7:59.

Tim Martin came back for the remainder of the meeting.

Jeremy moved to have the Selectboard Assistant respond to the public record request on behalf of the Selectboard. The Selectboard also request the Assistant request information from the Secretary of State and VLCT about what constitutes a public record and any obligation to create a public record. The motion was seconded and passed with a vote of 2 to 0. Jeremy explained to Tim what the motion meant. Policy was discussed.

With no further business to discuss, the meeting adjourned at 8:04PM.