

ROXBURY SELECTBOARD MEETING
MINUTES OF AUGUST 20, 2018
7:01PM – 8:30PM

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

STAFF: Selectboard Assistant Tammy Legacy

PUBLIC: Tim Martin, Carlos Montero and Mike Dickinson

1. The meeting was called to order at 7:01PM.
2. Additions or Deletions to Agenda - None
3. Steve moved to approve minutes of July 30, 2018 as submitted. The motion was seconded and passed with a vote of 2 to 0. Jeremy abstained from voting.

Steve moved to approve the minutes of August 6, 2018 as amended. The motion was seconded and passed with a vote of 2 to 0. Steve abstained from voting.

4. Public

- a) Carlos Montero spoke to the Board about the renovation plans for the Community Hall building. He would like to meet at the building with the Board to discuss priorities. Construction, safety and enhancements were discussed. Mentioned was the handicap ramp and the back stairs. Steve will meet with Carlos and other members of the Community Hall group on Sunday afternoon.
- b) Tim Martin spoke to the Board about his right to know request on who complained about his properties. The Board and Tim discussed ways complaints could be handled. Tim asked if meetings could be recorded. Jeremy said he would look into it.

5. Road Commissioner's Report

- a) Equipment - Jeremy signed the title for the 2003 International truck which was sold by International Auctions. Steve submitted information on changing the rear-end on the 2018 International Truck which he received from Mcleod's. Dave mentioned the truck has a warranty with Clarks, the issues may be covered by the warranty. Steve mentioned there are issues with the truck. Dave will look into it.
- b) Roads - ditching Carrie Howe Road and then West Hill Road.
- c) Bull Run Road Project - July 2017 storm - The Board discussed the different sets of plans. Jeremy will contact Dubois & King regarding the plans. The Board will meet on Monday, August 27 to discuss plans.
- d) Road Erosion Inventory 2017 - Tammy gave the Board copies of the inventory. The Board reviewed the inventory. (These plans were submitted by CVRPC)
- e) There is a meeting on August 21st in Northfield to discuss the Ash Trees.
- f) Best Management Practices for Class IV Roads were discussed.
- g) Dave would like to purchase a hydro seeder for \$3,500.00 to be used after roads are ditched to keep the Town in compliance. The Board discussed finances. Dave and Steve are in favor of purchasing the hydro seeder. Jeremy is concerned about how to pay for it. Steve suggested the Board discuss it at the next regular meeting.

6. Financial Report

- a) The Board reviewed the orders. Steve moved to approve the orders. The motion was seconded and approved 3 to 0.

- b) Tammy updated the Board on current taxes. As of August 17, \$714,206.55 has been collected.

7. Unfinished Business

- a) Tammy has not heard from the Secretary of State's Office on appropriations - no update.

8. New Business

- a) Steve submitted an email about Satellite Internet Connection.
- b) The Board discussed pre-buys for all Town buildings for fuel oil and propane. Steve moved to enter into pre-buys for all buildings. The motion was seconded and passed with a vote of 3 to 0.
- c) Tammy asked the Board if anyone was interested in attending the VLCT Town Fair. As of now, no one is interested.
- d) SAM.GOV-Entity Administrator - Tammy mentioned a new requirement from SAM.GOV. A notarized letter needs to be sent to authorize Tammy to process the yearly renewals. The Board discussed the requirement. Steve moved to authorize the Chair to sign the SAM.Gov letter to FEMA. The motion was seconded and passed with a vote of 3 to 0.

9. Other Business

10. No Executive Session

With no further business to discuss, the meeting adjourned at 8:30PM.

Tammy Legacy, Selectboard Assistant
Approved on September 4, 2018