

ROXBURY SELECTBOARD MEETING  
MINUTES OF JULY 1, 2019  
7:00PM - 8:33PM

MEMBERS: Chair Jeremy Reed, Vice-Chair Steve Twombly and Road Commissioner Dave McShane  
STAFF: Selectboard Assistant Tammy Legacy  
PUBLIC: Mike Dickinson, Don Randall, Tim Martin and Dave Santi

1. The meeting was called to order at 7:00PM.
2. Additions - None
3. Steve moved to approve minutes of June 17, 2019 as amended. The motion was seconded and passed with a vote of 3 to 0.
4. Road Commissioner's Report
  - a) The new grader arrives on Tuesday.
  - b) Roadside mowing is done in East Roxbury.
  - c) There is an issue on Bull Run Road with a slide near the area that was repaired by FEMA. The soil is saturated. The area is 25 x 40.
  - d) Since the storm in the spring was declared a disaster, Britney Pombar attended the mandatory meeting and will start the process for receiving FEMA funds.
  - e) Dave moved to have the Board sign the Letter of Intent for the CVRPC Municipal Roads Grants-In-Aid Program for the equipment and roads. The motion was seconded and passed with a vote of 3 to 0. Steve and Dave signed the letter. Due to Jeremy's position with the State of Vermont, Jeremy did not sign the letter.
  - f) The current CVRPC Municipal Roads Grants-in-Aid Program completion date has been extended until July 31st. The road crew is in the process of finishing up the work.
  - g) Dave is working on the easements for the Warren Mountain Road Slope Project.
  - h) Tammy informed the Board that the Town received the funds for the Oxbow Bridge Grant. The amount received was \$56,536.20.
  - i) Working on the other grants the Town received.
  - j) Dave moved to approve the People's United Bank grader loan. The motion was seconded and passed with a vote of 3 to 0. The Board signed the loan papers. The annual loan payments are \$34,400 with 2.65% interest.
5. Public
  - a) Tim submitted a check for the steel from Green-up Day.
  - b) The Fire Department spoke to the Board about having the Roxbury Fire Fighters Association purchase a 1999 Tanker from Tim Martin. The tanker has \$20,000 miles on it. The Association will also pay for servicing the tanker. It was mentioned that the tanker would fit in the fire station along with the other equipment. After discussing the proposal from the Fire Department, the Board agreed as long as it is inspected.
6. Financial Report
  - a) The Board reviewed the orders. Dave moved to approve orders. The motion was seconded and passed with a vote of 3 to 0.
  - b) The Board reviewed the 2018/2019 budget.
  - c) Steve moved to approve the 2019/2020 Tax Rate. The motion was seconded and passed with a vote of 3 to 0. The new tax rate is:

Municipal - .3101  
Highway - .7510  
Total - 1.0611

The new rate is an increase due to the approved increase by voters at Town Meeting of

\$20,000 for the Highway Equipment Fund and an approval of \$65,000 for Town's share of grants.

7. Unfinished Business

- a) The Board reviewed the LEMP (Local Emergency Management Plan), former LEOP. Steve will work on it and bring to Board at next meeting.
- b) The Board discussed Internet service in the Town.

8. New Business

- a) Steve moved to approve the 2019/2020 Schedule for meetings. The motion was seconded and passed with a vote of 3 to 0. The next meeting will be on July 22nd (in 3 weeks).
- b) Steve brought up an issue on Old Mail Route Road. The Town Health Officer has received concerns regarding an individual whose house had burned down last year and has a new home that could be in the road. There was concern that the road may have changed over the years due to changes that have taken place over the years. The Health Officer is working with property owner on health related issues. No action taken by the Board.
- c) Tammy informed the Board that the Town has received notification that some of the Roxbury Fire Department members have taken the Flagger Class. The Board thanked the Fire Department for taking the course. The Fire Fighters are Michael Dickinson, Clarence Baker, Brian Hedding, Walter French and Don Randall.
- d) The Board received the Notice to Reappraise from the State of Vermont. The Board discussed the notice. No action taken. The Board will discuss at the next meeting.
- e) Tammy advised the Board that the State of Vermont increased Clerk fees. The new fee will be \$15 per page to record a document in the land records (was \$10), \$15 per Property Transfer Tax Return document (was \$10), \$25 per survey plat (was \$15) and \$4 for vault time (was \$2).

9. Other Business - none

10. Steve moved to enter into Executive Session at 8:02 p.m. with an invitation for Tammy Legacy. The motion was passed with a vote of 3 to 0. The public left the meeting. The Board exited executive session at 8:25.

By consensus, the Board approved the annual pay increase for employees. Also by consensus, the Board agreed to hire Britney Pombar as an assistant to the Listers with some administrative duties.

11. Jeremy Reed submitted his letter of resignation effective July 14 as Selectman. The Board accepted his resignation and thanked him for his service to the Town of Roxbury. Tammy will post the vacancy once the resignation becomes effective.

With no further business to discuss, the meeting adjourned at 8:33 p.m.

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Tammy Legacy, Selectboard Assistant  
Approved on July 22, 2019