

ROXBURY SELECTBOARD MEETING
MINUTES OF OCTOBER 21, 2019
7:00PM - 9:15PM

MEMBERS: Chair Steve Twombly, Vice-Chair Clare St. John and Road Commissioner Dave McShane
STAFF: Selectboard Assistant Tammy Legacy
PUBLIC: Chris Lagerstedt, Nina Govoni, Ilse Govoni, Tim Martin and Annette Smith

1. The meeting was called to order at 7:00 p.m..
2. Additions - Tammy requested the LEMP be added to Other Business
3. Dave moved to approve minutes of October 7, 2019, as amended. The motion was seconded and passed with a vote of 3 to 0.
4. Public
 - a) Tim Martin requested the Board notify him when the Fire Department will be discussed at a Board meeting. Tim submitted his contact information to each Selectboard Member and the Selectboard Assistant. Tim asked about the Facility Use Policy and asked why the Fire Chief was not contacted first and also asked why he did not have input on the Local Emergency Management Plan (LEMP). Steve stated the LEMP was an annual update and did not feel it necessary to contact the Fire Chief. Steve also asked Tim to notify the Selectboard when he is going away on vacation. Steve felt it was a matter of courtesy to let the Selectboard know. Steve also mentioned the Board had already asked him to notify them when he goes on vacation. Tim did not think that was necessary. Tim stated he will ask other Fire Chiefs on what they do.
 - b) The Facility Use Policy was discussed further. There is some confusion on who pays for using Town buildings. If a town organization is using town buildings and the event is open to the public, then no rental fee is required and no insurance is required unless alcohol will be at the event. The Board stated funerals and birthday parties are not public events and a rental fee and insurance will be required. Nina Govoni stated she had concerns about the fire station being used for events - what happens when emergencies happen. Tim stated he felt the fire department should be able to sponsor funerals at no charge. Steve stated that he would expect to pay to use the building if he wanted to use it for a funeral. Steve also mentioned it was the insurance company that brought the liability issue to the Selectboard.
 - c) Annette (Boo) Smith discussed having an Open Burn Ordinance. She has had issues with someone burning grass, etc for the last few months. It has caused health concerns for her family. Boo has brought this issue to the Selectboard in the past. Boo has contacted Dave Shephard from the State regarding this issue. Tim Martin, Roxbury's Fire Warden, stated that certain sizes of burning piles need a permit. This situation did not require a permit. It was stated that nuisance burning is an issue.
 - d) Chris Lagerstedt talked to the Board about the Cram Hill issue. The trees have been removed, ditching has been done and a couple culverts were put in. It was mentioned that some of the culverts were being filled in by the neighbor. Chris asked for help from the Town. Also Chris mentioned that he has contacted Reggie Brown, Roxbury's Animal Control Officer, regarding Jay Gilman's dogs running loose. It was mentioned that Roxbury has a Dog Ordinance. Chris stated that he did not want to injure someone's dogs when he is working in the road. Dave stated the Board will discuss Cram Hill issue under executive session for legal reasons.
5. Road Commissioner's Report
 - a) Cram Hill Road - mentioned under Public.
 - b) Roads are being graded and ditched.

- c) Equipment was discussed. The Ford truck will be inspected and needs new tires. The 2016 International will be inspected. The 2012 International will be at McCleods. The wing will be put on the grader the second week of November.
- d) Warren Mountain Road Slope Project - The State has approved the amendment from Dubois & King. Dave moved to approve the Dubois & King contract amendment for Warren Mountain Road Slope Project. The motion was seconded and passed with a vote of 3 to 0. Dave is still waiting on one approval for easements, two have been approved.
- e) No update on the Warren Mountain Road Highway Structures Grant.
- f) The Board reviewed the snow plow routes. No action taken. Chris Lagerstedt offered to help the Town with snow plowing if they cannot find anyone else to be the Back-up Snow Plow Driver.

6. Financial Report

- a) The Board reviewed the orders. Dave moved to approve the orders. The motion was seconded and passed with a vote of 3 to 0.
- b) The Town received the quarterly highway payment in the amount of \$16,013.03. This amount is higher than expected.
- c) The Town received the FY2019 PILOT payment in the amount of \$30,705.80.
- d) Tammy explained the voter approved appropriation paid to Home Share Now was returned. Home Share Now is a non-profit organization that served Washington, Lamoille and Orange Counties. Home Share Now has joined another non-profit home sharing organization to create Home Share Vermont. This organization cover Washington, Lamoille, Orange, Chittenden, Addison, Grand Isle and Franklin counties. Home Share Now returned the check but would like the Board to consider resubmitting a check to Home Share Vermont. The Board stated the intent of the voters was to offer the funds. Dave moved to authorize Tammy to change Home Share Now to Home Share Vermont. The motion was seconded and passed with a vote of 3 to 0. Tammy will reissue a check.

7. Unfinished Business

- a) Facility Use Policy was discussed under Public.
- b) Roads Policy was put on hold.
- c) Town Buildings
 - 1) Jay Swann is working on the Community Hall porch. Steve talked to Terry Edwards about putting a finish on the new deck of the porch. Terry has agreed to do the work.
 - 2) Steve talked to Jay Swann about fixing the vent pipe on the Town Office roof. Steve also contacted Efficiency Vermont regarding windows. They do not pay to replace windows.

8. New Business

- a) The Board discussed joining the Mountain Alliance. Tammy will contact other Towns that are part of the Mountain Alliance to see what they pay.
- b) Unifirst contract was discussed. Tammy will look into other companies.
- c) 2020 Health Insurance was discussed. BCBS has a 12% increase. If the Town contracted with MVP, the amount of the 2020 premium would be what the Town is paying for the 2019 BCBS premium. Tammy will contact the Union to let them know the Selectboard is considering changing companies.

9. Other Business

- a) LEMP - Tammy stated there is one more decision that needs to be made before the LEMP can be approved. CVRPC needs to know who can activate the Emergency Operations Center. The Board stated the Selectboard, Fire Chief and Assistant Fire Chief can activate the Emergency Operations Center.

10. Executive Session - Dave moved to enter executive session with an invitation to Tammy Legacy to discuss a possible legal action and personnel contract. The motion was seconded and passed with a vote of 3 to 0. The Board entered executive session at 8:30 p.m.

The Board exited executive session at 9:03 p.m.

Dave moved to have the road crew do restoration on ditches on Cram Hill near Jay Gilman's property and the Board expects Chris Lagerstedt to seed and mulch. The motion was seconded and passed with a vote of 3 to 0.

With no further business to discuss, the meeting adjourned at 9:15 p.m.

Tammy Legacy, Selectboard Assistant
Approved on November 4, 2019