

ROXBURY SELECTBOARD MEETING
MINUTES OF DECEMBER 2, 2019
7:00PM - 9:20PM

MEMBERS: Chair Steve Twombly, Vice-Chair Clare St. John and Road Commissioner Dave McShane
STAFF: Selectboard Assistant Tammy Legacy
PUBLIC: None

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

Steve apologized for losing his temper at the last meeting.

2. No Additions or Deletions to the Agenda.

3. Dave moved to approve minutes of November 4, 2019 as amended. The motion was seconded and passed with a vote of 3 to 0.

Dave moved to approve the minutes of November 25, 2019 as amended. The motion was seconded and passed with a vote of 3 to 0.

4. Public - None

5. Road Commissioner's Report

- a) Dave moved to have Steve sign the contract for the plow hook up for grader. The motion was seconded and passed with a vote of 3 to 0. The 2018 International was taken to Clarks. It is now fixed and back in Roxbury. The repairs are covered under warranty. There is no back-up driver.
- b) Roads are okay.
- c) Dave mentioned he is still working on the easements for the Warren Mountain Road Slope Project. He is waiting for one more answer. The Board discussed rules for easements with federal funds. One property owner would like the fill from the project, the Board discussed the request.
- d) Ordway Road was discussed. The Board discussed state statutes and permits. Steve requested the Town tell the Road Foreman to plow road in a way to not push snow into fence. Steve mentioned he has asked this for years. Steve moved for remainder of the calendar year to instruct the foreman when plowing up Ordway Road, the wing plow shall be lifted starting at Steve Twombly's driveway and kept up until reaching the start of the Gelfon property (at start of red pines).

The motion is before the Board. The motion was seconded. The vote passed 2 to 0 with Dave abstaining.

6. Financial Report

- a) The Board reviewed the orders. Clare moved to approve the orders with add-on of Pete's Tires. The motion was seconded and passed with a vote of 3 to 0. The orders from the previous meeting were approved via email and Steve and Dave signed the warrants.

7. Unfinished Business

- a) Windows at the Town Office were discussed. Steve will measure the windows. Dave moved to approve order for Indow Interior Storm Windows for the Town Office. The motion was seconded and passed with a vote of 3 to 0.

The front door needs fixing. Steve will contact a contractor to get it fixed.

Technology at the Town Office was discussed. Dave mentioned that it took a long time to print a report. Discussed internet service and the possibility that a designated server may be needed. Tammy mentioned the computer in the Listers Office has a hard time connecting to her computer which is currently the server. The Board requested Tammy get quotes from IT companies.

- b) The Board discussed the request from Rick Lincoln to upgrade a portion of Cram Hill Road. Dave does not think it meets Class III road standards. Steve will send a letter explaining the procedure and process for upgrading. Due to the weather, the Board will wait until spring. A site visit is required to make sure it meets Class III standards. Also mentioned was the owners of properties in the area will need to be aware the value on their property may increase if the road is upgraded. By consensus, the Board agreed to wait until spring.
- c) Requests for Proposals for town-wide reappraisal is tabled until the next meeting.
- d) The Mountain Alliance was discussed. Tammy will contact Northfield regarding cost to Roxbury with Household Hazard Waste Days and dump station costs.
- e) Tammy updated the Board on Unifirst contract. The prices were lowered. Clare moved to sign the contract with Unifirst. The motion was seconded and passed with a vote of 3 to 0. The contract is for the rugs and bathroom supplies for the Town Office.

8. New Business

- a) Reggie Brown resigned as Animal Control Officer.
- b) Steve has contacted Bill Hansen regarding the issue with dogs in the village. Bill is Second Constable. Bill has contacted the owner of the dogs. A fence has been built. If complaints continue, the Sheriff will be contacted.
- c) Green Mountain Transit request the Board add their annual appropriation to the Town's budget. Green Mountain Transit is now a municipality. By consensus, the Board approved putting the appropriation on the ballot (no petition required).
- d) Lucinda Sullivan request the Board appoint Dottie Guiffre to the Planning Commission. Dottie sent a letter requesting the appointment. Dave moved to appoint Dottie Guiffre to the Roxbury Planning Commission. The motion was seconded and passed with a vote of 3 to 0.
- e) The Northfield Snowmobilers Inc sent in their annual request for use of certain roads. Dave moved to allow Northfield Snowmobilers Inc to use the following roads: end of Winch Hill to Bull Run Road, end of Drown Road and end of Cram Hill Road. The motion was seconded and passed with a vote of 3 to 0.
- f) NEMRC increase was discussed.

9. Other Business

- 10. Executive Session - Dave moved to enter into executive session to discuss personnel contract with an invitation to Tammy Legacy. The motion was seconded and passed with a vote of 3 to 0. The Board entered executive session at 8:46 p.m.

The Board exited executive session at 9:20 p.m.

Dave moved to authorize Tammy Legacy, as Selectboard Assistant to send Board's contract negotiation to IBEW. The motion was seconded and passed with a vote of 3 to 0.

With no further business to discuss, the meeting adjourned at 9:20 p.m.

Tammy Legacy, Selectboard Assistant
Approved on December 16, 2019