

ROXBURY SELECTBOARD MEETING
MINUTES OF APRIL 20, 2020
4:00PM - 5:05PM
THIS MEETING WAS HELD VIA CONFERENCE CALL

MEMBERS PARTICIPATING: Chair Steve Twombly, Vice-Chair Clare St. John and Road Commissioner Dave McShane

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Tim Martin and Gerri Huck

1. The meeting was called to order at 4:00 p.m.
2. Tim Martin submitted his liquor license application. Due to COVID-19, Tammy will not open the application for 24 hours after receiving. Tammy will notify the Vermont Liquor Board to let them know the application was received and the Board will review it at the next Board meeting.
3. No additions or deletions to agenda.
4. Clare moved to approve the minutes of April 6, 2020 as amended. The motion was seconded and passed with all ayes.
5. Public - No Discussions
6. Road Commissioner's Report
 - a) Dave requested approval to purchase a carbide cutting edge for the grader. The cost is \$2,275.03. The Board discussed different types of blades and the costs for all. Dave also mentioned the need to purchase a new chainsaw. The current chainsaw died, it is nineteen or twenty years old. The other chainsaw is twelve years old. Dave would like to purchase a Stihl chainsaw for \$700.00. The Board discussed Dave's request. Clare moved to purchase the carbide cutting edge and a 362 Stihl chainsaw. The motion was seconded and passed with all ayes.
 - b) Roads are drying out slowly. With the reduced traffic on Warren Mountain Road, it has helped greatly.
 - c) Warren Mountain Road Slope Project was discussed. Dave is still working on easements, he is hopeful that in a day or so they will be done.
 - d) Dave will have the grant paperwork done this week.
 - e) Steve mentioned the guardrails on Bridge #1 on Warren Mountain Road. Dave will get prices to get it up to code.
 - f) Steve mentioned the public hearing for the Cram Hill Road upgrade request will need to be put off due to COVID-19.
7. Financial Report
 - a) The Board reviewed the orders. Dave moved to approve the order. The motion was seconded and passed with all ayes.
 - b) Tammy submitted a report on revenue received. The report stated the Town has received:
 - FY20 Equalization Payment \$598.00
 - February Traffic Fines \$191.00
 - FY20 Reappraisal Payment \$5,083.00
 - March Traffic Fines \$185.00
 - Quarterly Highway Payment \$16,013.03
 - Warren Mountain Road Slope Project Reimbursement from State \$31,878.36

7. Unfinished Business

- a) The Board discussed the bid for the Town-Wide Reappraisal. The bid had been received. It was from New England Municipal Consultants (NEMC). There were concerns about the cost of the software that NEMC would require the Town to use. Steve stated he feels that eventually the State will mandate school districts use the same software. Dave stated that he had contacted the State and that was not what they said. Steve feels this software is superior to the one the Town currently uses. Dave wondered about the yearly fees and if the Town's IT person could install it. Steve reminded the Board that they had received only one bid this time and only one bid last time. The Town may not get any bid if this is not accepted. Steve stated it is more user friendly for the Listers and the Chair of the Listers currently uses the software in Montpelier and approves the change. The Board discussed further. Clare moved to enter into an agreement with New England Municipal Consultants for reappraisal. The motion was seconded and passed with all ayes. Steve will contact NEMC.
- b) The new Green-up Day is May 30.
- c) COVID-19 Update - construction and municipal highway crews can go back to work full time. Tammy is getting the necessary personal protection equipment (hand sanitizer, disinfectant wipes and spray and masks) that is required so the road crew can get back to work.
- d) Clare asked where the issue was with old dynamite. Steve stated it was at the old school house at Brenda Ray's on Oxbow Road. The bomb squad removed the dynamite after a contractor notified them that it existed. The Fire Department was aware of the situation ahead of time Tim stated. Steve, as Emergency Management Director, asked Tim if he would notify him when things like this happen. Tim said okay.
- e) Dave told the Board that he attended the Mountain Alliance conference call. Dave is unsure of when the Town of Roxbury would become a member of the alliance, the SWIP is due July 1st. There is no spring household waste day but there will be one in the fall.

8. New Business

- a) Steve submitted a Request for Proposal for the Town Office Roof. By consensus, the Board authorized Tammy to send the RFPs to the list of contractors that Steve sent to the Board.
- b) The Selectboard received resignations from Jesse Greig for Planning Commissioner and Flo Parzych for Auditor. By consensus, the Board accepted the resignations. Tammy will post the vacancies on the website and bulletin boards.
- c) Tammy gave the Board a partial list of possible appointments. Steve moved to appoint

Gerald D'Amico as Regional Planning Commissioner
Mike French as Roxbury Planning Commissioner
Tammy Legacy as E911 Coordinator
Nina Govoni as Webmaster
Nicholas Laskovski as Energy Coordinator
Steve Twombly as Chairman of Civil Defense
David McShane as Road Commissioner
Craig Sullivan as Health Officer
Duane Natvig as Deputy Town Health Officer

The motion was seconded and passed with all ayes. Tammy will post the other vacancies.

9. Other Business

- a) Dave mentioned public internet. There is a hot spot with Wi-Fi in the Town. After discussing, the Board decided Steve will look into this subject.
- b) Dave has been in touch with Jack and Wendy Cashman regarding the Village Cemetery.

10. Dave stated the Board received one application for the highway position. It was from the current back-up driver. Dave moved to hire Andrew Legacy for the new road crew position and start him at step 3 of the union contract. The motion was seconded and passed with all ayes. The new position starts on July 1st.

Road Commissioner Report continued. Dave submitted quotes for the stainless steel dump body, 9'6" Fisher Plow and 8' stainless steel sander from Iroquois and Lucky's. The Board discussed the quotes. Clare moved to go with the stainless steel body from Lucky's and plow and sander. The motion was seconded and passed with all ayes.

The Board is not sure what time the next Board meeting will be.

With no further business to discuss, the meeting adjourned at 5:05 p.m.

Tammy Legacy, Selectboard Assistant
Approved on May 4, 2020