

ROXBURY SELECTBOARD MEETING
MINUTES OF JUNE 15, 2020
7:01PM – 8:15PM
THIS MEETING WAS HELD VIA CONFERENCE CALL

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

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Tim Martin

1. The meeting was called to order at 7:01 p.m.
2. Tammy requested the Board add Jason's Handiwork to the orders, there were no deletions.
3. Dave moved to approve the minutes of June 1, 2020 as amended. The motion was seconded and passed with all ayes.
4. Public – No Public
5. Road Commissioner's Report
 - a) The tractor with mower on it has a fuel leak. The 2018 International Truck - Dave is looking into why Clarks invoiced the Town for parts that should be covered under warranty.
 - b) Roads are being graded and mowing is being done.
 - c) Grants were discussed. The easements have been received for the Warren Mountain Road Slope Project and Dubois & King is working on getting the packets ready to go out to bid.
 - d) Requests for paving went out to bid for a grant. The road crew will be working on ditching and berm removal on Warren Mountain Road. With paving prices, we will know what exactly we will be able to do. Dave is trying to get prices on culverts from companies for another grant.
6. Financial Report
 - a) The Board reviewed and discussed the orders. Clare moved to approve the orders with the exception of holding Clarks Truck Center for \$991.48 until Dave approves it and add-on of Jason's Handiworks invoice. The motion was seconded and passed with all ayes. The amount approved to Jason's Handiworks is \$1,950.00.
 - b) Dave moved to approve sections 6b through 6f under Financial Reports. The motion was seconded and passed with all ayes.
 - c) Discussed budget for mowing. Possible surplus this year, paying extra on invoices may help next year's budget. Tammy will give the Board updated budget prior to end of fiscal year.
7. Unfinished Business
 - a) Draft Copy of Burning Ordinance – The Board reviewed the draft. Steve would like the ordinance clear so it is enforceable. Tim Martin, Fire Warden, asked what the purpose of this ordinance is. Steve explained that it is overall to discourage people from burning things that shouldn't be burned. Tim said that the Fire Chief and Fire Warden can already put fires out. Steve stated the Town received complaints last year and a couple of weeks ago. Tim stated there is already a State ordinance that covers this draft. Tim has not received calls about complaints. Steve stated that people need to be aware of what they can burn. Tim didn't feel an ordinance is necessary. Steve felt the benefit that it gives is the legal authority to deal quickly on the local level. Tim feels he would be losing power. Responsibility of Constable was discussed. Discussed who would be an enforcement officer. Tim stated he has the power to write tickets as Forest Fire Warden. Tim investigates complaints and sometimes has to call ANR and at times has taken away burn privileges. Tim doesn't feel the Town would gain anything with an ordinance. Discussed authority on complaints. Clare asked what the protocol is now with a complaint, Tim would investigate complaints and if necessary

ANR would be called. Steve said it gives the Town the authority to deal with situations quickly.

- b) Cram Hill Road - Dave said the stormwater permit is in the process. Chris Lagerstedt has dumped fill into the ditch. Dave does not believe Chris has gotten a stormwater permit. Steve will contact ANR to request the Board be cc'd on correspondence, it is public record.
- c) Computer Program – received a quote from Tech Group for security fire wall to protect the Town so that the Listers can work from home. The price received is \$1,220. Discussion on quote and other programs that are used by others. This extra firewall would protect the Town, Tammy's computer is the server which has a lot of information on it. Dave moved to hire Tech Group to install the fire wall protection for the computer system, it would include security protection and remote access for two Listers. The motion was seconded and passed with all ayes.
- d) Tammy stated last week the Board appointed the Safety & Health Work Officer but did not adopt the plan. This is specifically for COVID-19 and is a ACCD requirement for employees to work. Dave moved to adopt the COVID-19 Safety & Health Work Plan. The motion was seconded and passed with all ayes.

8. New Business

- a) Gerry D'Amico is interested in being the CVRPC Transportation Representative and the CVRPC's Representative. Dave moved to appoint Gerry D'Amico Transportation Representative and the CVRPC Representative. The motion was seconded and passed with all ayes.
- b) The Board adopted a non-binding resolution, All cities, towns and villages in Vermont are essential, and Vermont local officials support fair and direct federal emergency aid to reopen and rebuild local American economies. Clare moved to ratify the resolution that we all agreed on June 12th. The motion was seconded and passed with all ayes.
- c) The Board had received a draft of the meeting schedule. Steve asked if the Board would consider moving the meeting night to later in the week, possibly Thursday nights. Clare and Dave had no issue. Tammy will redo the schedule. One concern was typically the meeting is night before Town Meeting but holidays usually fall on Mondays. The next meeting will be on Monday, July 6. The Board will discuss this at the next meeting.

9. Other Business

- a) Parking on sidewalks was mentioned. Letters had gone out to Francis Jones and Dave Santi. Dave requested the Sheriff be asked to stop people from parking on sidewalk.
- b) Dave mentioned someone is parking a vehicle with scrap metal in the school parking lot. Tammy will contact the school and Steve will contact the Sheriff to see if it is legal.
- c) Tim Martin requested the Board talk to the Sheriff about excessive speed (60 to 80 miles an hour) in the village especially first thing in morning and just be dark.

10. Executive Session – Dave moved to go into executive session with an invitation to Tammy to discuss personnel issues. The motion was seconded and passed with all ayes. The Board entered executive at 8:00 pm. The recording stopped. The Board exited executive session at 8:11 p.m. The recording began again.

Dave moved to approve annual pay increases for employees. The motion was seconded and passed with all ayes.

11. Clare asked about property taxes. Steve stated the grand list needs to be finalized and the Listers have an extension. At best, the tax rates should be set in August.

With no further business to discuss, the meeting adjourned at 8:15 p.m.

_____ Tammy Legacy, Selectboard Assistant

Approved on June 15, 2020