

ROXBURY SELECTBOARD MEETING  
MINUTES OF JULY 7, 2020  
7:00PM – 8:11PM  
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: Tom Frazier, Sean Cummings, Paul Lawson, Gerry D'Amico, Tim Martin and Jerry Tabor

1. The meeting was called to order at 7:00 p.m.
2. No additions or deletions to the agenda.
3. Dave moved to approve the minutes of June 15, 2020 as amended. The motion was seconded and passed with all ayes. During the reviewing of minutes, Draft Burning Ordinance was discussed.
4. Public
  - a) Gerry D'Amico, Chair of the Roxbury Board of Civil Authority, talked to the Board about the upcoming elections and his concerns to keep election officials safe during the current health situation with COVID-19. It was mentioned that portable plexi-glass partitions might be beneficial. Dave will look into partitions.
  - b) Tom Frazier asked about the health issue on the agenda. Tammy explained the two complaints the Town had received. ANR is dealing with the complaint on Bull Run Road. The complaint on Steele Hill Road is not of concern to the Health Officer – it is overgrown.
5. Road Commissioner's Report
  - a) Dave opened the bids for Gravel/Sand Bids. Two bids, they were from Tabor Earth Extractors and RE Tucker.

Tabor Earth Extractors

Winter Sand-delivered	\$13.00 per yard
Trucking	\$81.00 an hour
Crushed Gravel-delivered	\$16.00 per yard
Trucking	\$81.00 an hour
Loaded in Pit	\$13.00 per yard
Bank Run Gravel-delivered	\$13.50 per yard
Trucking	\$81.00 an hour
Loaded in Pit	\$10.00 per yard

RE Tucker

Crushed Gravel-loaded in pit	\$13.00
Bank Run-loaded in pit	\$12.45

Dave moved to award the Sand/Gravel Bids to Tabor Earth Extractors. The motion was seconded and passed with all ayes.

- b) Dave opened the paving bids. The Town received three bids. The request is for Shim Paving and 6200' of 12' Lane 1 ¾ Overlay Type III

ST Paving

Shim Paving	\$110.00 per ton
Overlay Type III	\$63,500.00

Pike Industries	
Shim Paving	\$72.70 per ton
Overlay Type III	\$76,698.50 total
J Hutchins	
Shim Paving	\$76.50 per ton
Overlay Type III	\$57,575.00

The Board discussed the bids. Dave recommended to go with the low bid; all are reputable companies. Clare moved to award J. Hutchins the open paving bid. The motion was seconded and passed with all ayes.

- c) Equipment discussed. The Backhoe has an issue, will be checked out by Glenn Johnson.
- d) Roads are in fairly good shape.
- e) Warren Mountain Road Slope Project Update. Dave gave an update, an attorney needs to fill out a form that would be submitted to State. Steve will get in touch with an attorney to see if they can fill out the form. Dubois & King has plans that are 85% complete.
- f) No Grant updates.

## 6. Financial Report

- a) The Board reviewed and discussed the orders. The Clark's invoice from previous meeting was approved by Dave and mailed to Clarks. The work that was done was not covered under warrant. Delta Dental did not invoice the Town for the month of July. Dave moved to approve the orders. The motion was seconded and passed with all ayes.
- b) The Board reviewed the Fiscal Year Ending June 30, 2020. The Town is ending the year with a surplus. This was due to an increase in income (approx. \$12,000) and reduced expenditures (approx. \$32,000). Discussed possibilities for using the surplus. Tammy informed the Board that the excess income was for grant reimbursement from work done in a prior fiscal year. The expenditure decrease was due to reducing expenditures.

## 7. Unfinished Business

- a) The Draft Burning Ordinance was tabled.
- b) No update on the Cram Hill Erosion Control Plan.
- c) The Town is now officially a member of the Mountain Alliance. Dave suggested the Board approve paying Mad River Resource Management Alliance half of what would have been paid for the year. Tammy will request an invoice from MRRMA. Roxbury was part of MRRMA for 6 months of the year.
- d) Mountain Alliance – The administrator of the Mountain Alliance is requesting the Towns pay her for her time. Dave moved to pay the administrator of the Mountain Alliance's request. The motion was seconded and passed with all ayes. The request was a small amount for Roxbury.
- e) Tammy submitted a list of unlicensed dogs. The Board decided to have Tammy send out letters requesting dogs get licensed.
- f) The Board discussed the 2020-2021 Meeting Schedule. Clare moved to approve the 2020-2021 fiscal year Selectboard Meetings. The motion was seconded and passed with all ayes. The meetings will now be held on Thursdays.
- g) The Board discussed whether to continue having meetings via teleconference or in person. Tammy suggested the Board consider using the Community Hall for meetings. Dave suggested the Board meet by phone one more time so the Board can wait and find out what is happening in August. Tammy requested the Board consider giving a donation to Free Conference Call, the free ones are not supposed to be forever. No complaint sending a donation.
- h) Health Complaints were discussed previously. Also discussed was Francis Jones is still

parking on the sidewalk and scrap metal is also on the sidewalks. Steve will contact the Sheriff.

#### 8. New Business

- a) Janine Manninen sent an email to the Board requesting the Board consider her for the position of Animal Control Officer. Janine lives on Winch Hill Road and owns Green Mountain Dog Camp. Dave moved to appoint Janine Manninen to the position of Animal Control Officer. The motion was seconded and passed with all ayes.

#### 9. Other Business

- a) Tammy mentioned that she had been contacted by Rick Lincoln regarding his request to upgrade a portion of Cram Hill Road. Dave stated he will recuse himself from the site visit and public hearing due to conflict. The Road Foreman will look at the area in question to see if it meets Class III standards. Tammy will look into legal process of upgrading.
- b) Clare asked about the issue at the cemetery. A portion is not being mowed by our contractor. Mark Gerdes has mowed it. Dave stated it isn't being used by Cemetery Commission and it wasn't part of what would be mowed by contractor. Steve will ask Mark if he would be willing to continue to mow the area in question.
- c) Steve mentioned Bill Hansen donated his time to the Town for his work as Lister. Tammy will send letter to Bill thanking him for his donation.
- d) Checks received in honor of Jack and Wendy Cashman's 50<sup>th</sup> Anniversary, which is donated to the Cemetery Commission. Also, a check from Wagoner Forestry for \$100 for cemetery wall issue.
- e) Dave asked about the Grand List, which has not been filed yet. Steve will contact Bill Hansen.

#### 10. Executive Session – No Executive Session

With no further business to discuss, the meeting adjourned at 8:11 p.m.

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Tammy Legacy, Selectboard Assistant  
Approved on July 23, 2020