

ROXBURY SELECTBOARD MEETING
MINUTES OF OCTOBER 1, 2020
7:00PM – 8:00PM
THIS MEETING WAS HELD VIA CONFERENCE CALL

THESE DRAFT MINUTES WERE UPDATED PRIOR TO BEING APPROVED BY SELECTBOARD.

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

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Carmeta French, Wendy and Jack Cashman, Tom Frazier, Tim Martin and Lisa Huttinger

1. The meeting was called to order at 7:02 p.m.
2. Dave would like the library inspection report be added to the agenda. This will be taken up under Other Business.
3. Dave moved to approve the minutes of September 3, 2020 as submitted. The motion was seconded and passed with all ayes.
4. Public
 - a) Wendy & Jack Cashman spoke about cemetery issues. There is a large ash tree in the East Roxbury Cemetery that needs to be removed. Snapping Turtle gave a quote of \$2900.00 to remove the tree. Also, there are other trees that need to be removed, Snapping Turtle gave a quote of \$1,250.00 to remove those trees. The Cemetery Commission would like to get this done before winter. There was a discussion on where to get the funds to pay for the removal. The commission had budgeted for some work in the West Hill Cemetery but due to the project being on hold, the commission could use those funds. They cannot use the funds that were approved for the West Hill Cemetery at the 2018 Town Meeting. Discussion on using the interest from the special fund that the East Roxbury Cemetery is part of. The commission would like to add an article on the Town Meeting Warning to allow the commission to use the previously voted funds on other projects. The Cashman's asked the Board if they would be willing to cover the expenses for the tree removal. There a discussion on trees, funds being used for tree removal, damage to stones if trees fall on them. Jack stated that Towns are responsible for the care of trees in cemeteries. It was mentioned that cemeteries had been neglected in Roxbury for a while. Also discussed was the current budget. The commission decided to proceed getting money together and getting the tree removed.
 - b) Tim Martin, Fire Chief, told the Board that the issues in the VLCT risk assessment have been taken care of. Dave asked Tim to take pictures and send them to the insurance company. Tim agreed to do that.
5. Road Commissioner's Report
 - a) Warren Mountain road Slope Project – The Board reviewed the two submissions for Resident Engineer. The submission is on qualifications not a monetary bid, that is taken care of later. This procedure is required by the Municipal Assistance Bureau. The two submissions were from John Turner Consulting and GPI. Dave stated both are highly qualified. One of them is local. Clare is in favor of GPI to keep it local. Dave agrees. Dave moved to approve hiring GPI contingent on Municipal Assistance Bureau's approval. The motion was seconded and passed with all ayes.
 - b) The new Loader has arrived and is being used by the road crew. The new Ford is ready to be picked up at Formula Ford and taken to Lucky's for the body to be put on.
 - c) Roads are in good shape considering no rain in months. If rain does come, hopefully roads can be graded before winter.
 - d) The Stormwater Permit for the Cram Hill Road issue has been submitted to Agency of Natural Resources. They are awaiting payment from the Town before approving. The payment is on

the orders, Dave would like to expediate the process by having Tammy use the credit card to make the payment. There was no objection to Dave's proposal.

- e) Dave gave an update on grants. Paving has starting on Warren Mountain Road and continue next week. The underdrain will be done. There is a small slide on the Dog River above Carrie Howe Road. Dave is getting prices for rip rap. There was a discussion on where the materials go when dug up during projects. The material was being given to residents that asked for it (material is gravel, sand, etc.).

6. Financial Report

- a) The Board reviewed and discussed the orders. Dave moved to approve the orders with add-ons and authorizing Clare to sign as acting Chair of the Board. The motion was seconded and passed with all ayes. The add-ons are VMERS quarterly payment, VT Dept. of Labor quarterly payment and Tim Stone for trucking.

7. Unfinished Business

- a) Dave mentioned that Britney Pombar has done a lot of work preparing the application for the sidewalk grant. The application has been submitted. This grant is for scoping study. CVRPC has submitted a letter of support for the project. There was a discussion on the grant and sidewalks. This grant has to be a design then construction; the scoping study is the first step. Drainage is a part of the sidewalk grant.
- b) The Board will discuss the proposed junkyard ordinance at the next meeting. Dave stated that solid waste and outdoor storage should be added to the ordinance. The Board will look at the existing Solid Waste Ordinance.
- c) Draft Burn Ordinance was tabled.

8. New Business

- a) No Error & Omissions was submitted by Listers.
- b) The Library requested permission to use the former Garner property for a function. By consensus, the Board approved the request.
- c) The Board received the resignation as Selectman from Steve Twombly. Dave moved to regrettably accept Steve's resignation from the Board. The motion was seconded and passed with all ayes. The position is only until the next Town Meeting. Tom Frazier voiced his interest in the position.
- d) The Board discussed changing the day for meetings. The next meeting will be held on Monday, October 19. The Board plans on having these meetings in person at the Community Hall. By consensus, the Board will meet on October 19 at the Community Hall (in-person meeting). Tim stated he would like the meetings recorded but for various reasons the minutes have not been recorded. There was a discussion of recording meetings. Lisa Huttinger mentioned she is in favor of meetings by phone. Tom Frazier would like the meetings held at the Community Hall instead of the Town Office because of space.

9. Other Business

- a) Tim Martin asked what the Board was going to do with the old One Ton truck. Dave said it will probably be put on Auctions International. There was a discussion on how the Town traded-in the old Loader. The Board chose to use the Loader as a trade-in with the purchase of a new Loader instead of selling it. The total cost was cheaper with John Deere.
- b) Tim Martin asked if anything further has been done on the Burn Ordinance. Clare stated that nothing has and she will keep Tim involved in the process.
- c) The Board discussed the VLCT Library inspection report. The front steps are deteriorating. Dave will have the road crew remove the old step. There was a discussion on getting a precast step. These steps are not regularly used but need to be functional for safety reasons. Dave received quotes for precast step from SD Ireland for \$1,400 and Diversity Precast for

\$600 plus \$300 +/- for delivery charge. The Board will discuss the steps at the next meeting.
d) Discussion on signing orders.

10. Executive Session – No Executive Session

With no further business to discuss, the meeting adjourned at 8:21 p.m.

Tammy Legacy, Selectboard Assistant
Approved on _____

DRAFT