

ROXBURY SELECTBOARD MEETING
MINUTES OF SEPTEMBER 17, 2020
7:00PM – 8:00PM
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: None

1. The meeting was called to order at 7:00 p.m.
2. Tammy Legacy mentioned that she added Warren Mountain Road-Letter of Concern from Property Owner under Other Business, Steve Twombly requested Bull Run Road – ATV issue be added to agenda and Dave McShane requested Response from Attorney regarding sidewalks be added to agenda.
3. Dave moved to approve the minutes of September 3, 2020 as amended. The motion was seconded and passed 2 to 0, Steve abstained.
4. Public – No Public
5. Road Commissioner's Report
 - a) Tammy read the bids for the loan for the new loader. The loan will be for five years.
 - Community Bank – fixed rate of 2.28%
 - People's United Bank – fixed rate of 2.25%The annual payment would be \$26,980 plus interest. The new 2021 International Truck was paid outright from the Town, no loan. The Equipment Fund has \$40,000 in it. Dave moved to go with People's United Bank for financing of the John Deere 524L Loader for a period of five years for 2.25% interest. The motion was seconded and passed 2 to 0, Steve abstained. Dave moved to have Board Chair sign the loan documents when they arrive. The motion was seconded and passed with all ayes.

Tammy mentioned that the Board has already approved the loan for the Ford Truck but could you have a motion on the loan documents. This is for \$53,210, \$10,642.00 annually. Clare moved to approve the loan document for \$53,210.00 for the Ford for 2.25% for five years with the Chairman signing. The motion was seconded and passed with all ayes.
 - b) Roads are what they are. They are very dry, can't grade right now. The road crew are working on grant projects. Cruickshank Road Project should be done tomorrow.
 - c) Warren Mountain Road Slope Project – trying to put out to bid by October 2nd. Next meeting, we will review consulting engineers' qualifications and bids for resident engineering services. Hope to start project this fall and finish in the spring. Steve believes the survey markers have been installed. Contractors are looking for work so the Town should have a good response to the project.
 - d) Stormwater Permit should be resolved this week.
 - e) Class 2 Grant - Starting Monday, the underdrain will be done on Warren Mountain Road. The road crew and Packard excavator will be doing the work. Hutchins will be coming soon to work on the paving project. The box culvert on Warren Mountain Road has not started yet, Haskins Concrete can do the work.
6. Financial Report
 - a) The Board reviewed and discussed the orders. Dave moved to approve the orders. The motion was seconded and passed with all ayes.

7. Unfinished Business

- a) The roof at the Town Office is done. Dave asked about warranty on the roof. The Board has a limited warranty on the roofing materials. There is no installers warranty on contractor's work. It would have a one-year warranty but no ten-year warranty. Some touch up painting needs to be done. Steve will contact Burrell Roofing to make sure touch up painting is done.
- b) Dave stated that per discussion at Town Meeting for a couple of years, Britney Pombar attended a seminar on sidewalk grant. Britney is working on putting together a grant application to submit to regional planning commission to review. There is a cash match that is required. We can refuse the grant if we do not have matching funds. The Selectboard will need to write a letter of support for the project.
- c) Town-Wide Reappraisal – The Board discussed the contract submitted by New England Municipal Consultants. The Listers will need to keep track of the work that was completed by firm. Clare may keep in touch with Listers on progress of work completed. The reappraisal may start next summer to be completed June 2022. Clare moved to approve the reappraisal contract. The motion was seconded and passed with all eyes.
- d) Cram Hill Road Upgrade – Public Hearing, only a few attended, neighboring property owner asked about extending the upgrade to Belcher Road. Steve had told them they would have to cover the cost of upgrade and needed to submit a letter requesting the upgrade. A new hearing would need to be held so that property owners are notified. Dave will look at the area in question to see what it would take to get to Class III standards. Steve stated he had not seen the culvert had been changed. Tammy stated the contractor will be installing the new culvert on Friday. Clare moved to approve the upgrade of Cram Hill Road as long as the new culvert has been installed from the end of current Class III Road to Nameless Road. The motion was seconded and passed 2 to 0. Dave recused himself. Steve will work on the Order to be recorded in land records. Tammy will notify Rick Lincoln of the Board's decision.

8. New Business

- a) Tammy informed the Board that she applied for \$250 grant to cover the expenses incurred from the Primary Election. These funds are from the Secretary of State's Office.
- b) Tammy informed the Board that she applied for the Local Government Expense Reimbursement in the amount of \$3,242. If less than \$3,300 it would not be FEMA expense, Towns could apply with the State for reimbursement. This will cover the plexi-glass barrier, thermometers, hand sanitizers and cleaning supplies.

9. Other Business

- a) Nick Laskovski sent a letter of concern regarding Warren Mountain Road. Radar speed contraptions were discussed, they are expensive. Steve can not find any grant money that is available, they are also battery powered. There is nothing in budget for this expense. The Board had discussed this purchase for Roxbury Road. Signs could be purchased for Warren Mountain Road to warn drivers of blind driveway.
- b) Steve received complaints regarding ATVs racing up and down Bull Run Road. Dave will contact Lost Nation ATV Club regarding the complaints.
- c) Attorney's response to questions regarding sidewalks and junk was mentioned. After discussing the issues, Dave volunteered to contact the Sheriff's Office regarding the issues. Dave would like them to enforce the law. Dave stated the Junkyard Ordinance is totally in line with what the Town needs. Clare will get the draft to the Board to review. An attorney will need to look at it too. Steve suggested the Burn Ordinance get looked at too. The Board discussed the draft Burn Ordinance. The Board would like to have them both adopted this year.

10. Executive Session – No Executive Session

With no further business to discuss, the meeting adjourned at 8:00 p.m.

_____ Tammy Legacy, Selectboard Assistant Approved on October 1, 2020