

ROXBURY SELECTBOARD MEETING  
MINUTES OF JANUARY 4, 2021  
7:00PM – 8:36PM  
THIS MEETING WAS HELD VIA CONFERENCE CALL

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

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Tom Frazier and Matt Lipschutz

1. The meeting was called to order at 7:00 p.m.
2. No additions or deletions.
3. Dave moved to approve the minutes of December 21, 2020 as submitted. The motion was seconded and passed with all ayes.
4. Public
  - a) Tom Frazier asked if Shane had spoken to Dave Santi yet, the Board did not know. Tom Frazier spoke to the Board about his proposed article for Town Meeting. Deadline for submitting petitions is January 14<sup>th</sup>. Twenty-seven signatures would be required for the petition unless the Selectboard agrees to add it to the warning. Clare would like to know what Shane found out from Dave Santi. The Board expected Shane to join the meeting later. There was discussion on the proposed article. Tom left the meeting at 7:08 p.m. and came back later.
5. Road Commissioner's Report
  - a) Equipment is in good shape.
  - b) Roads are in good shape.
  - c) Warren Mountain Road Slope Project – There were issues with the contract and Notice to Proceed so they had to be resigned. The issue was the Federal Highway had to approve prior to be signed. There is a preconstruction meeting on Wednesday. Then the project will move forward.
6. Financial Report
  - a) The Board reviewed the orders. The Board agreed to pre-pay Gillespie's because of the confusion of paying and receiving invoices. The school check was \$199,236.00 was pre-approved. Dave moved to approve the orders with add-ons of PACIF and VMERS payments. The motion was seconded and passed with all ayes.
  - b) Tammy updated the Board on current and delinquent taxes. As of 12/30/2020, collected in current taxes is \$1,135,576.20, this includes the school and town. As of 12/30/2020, there is still owed in principal taxes \$86,610.27. There was a discussion on starting tax sales.
  - c) The Town received the \$198.00 from the Secretary of State's Office to help cover expenses for the General Election and \$3,242.95 for the Local Government Expense Reimbursement to cover expenses incurred from COVID. Most of the expenses was paid in the previous fiscal year. These funds covered the cost of the plexi-glass barrier installed in the office and the shields, cleaning supplies and thermometers.
7. Unfinished Business
  - a) The Board discussed the junkyard ordinance mailing. A questionnaire, contact info for Legislators with link to statutes and self-addressed stamped envelope will be mailed to taxpayers. If the majority is in favor of an ordinance, the Board will move forward to approve an ordinance. Discussion on how to conduct meetings during COVID time.

- b) Land Purchase Update – Donations are coming in for the purchase of the land for the park. Discussion whether the Board will put the article from Tom Frazier on the warning or require signatures. More discussion on the proposed article.

8. New Business

- a) New CLA (Common Level of Appraisal) is 102.19% and COD (Coefficient of Dispersion) is 18.31%. COD over 20% triggers an order for a town-wide reappraisal. A CLA above 115% or under 85% triggers an order for a town-wide reappraisal. The Town received an order a couple of years ago.

9. Town Meeting 2021

- a) Town Meeting changes discussed. Get the word out to the voters on changes to Town Meeting. Dave will move to change town meeting to a virtual meeting with all articles to be decided by Australian ballot for the 20/21 year. The article seconded and passed with all eyes. An informational meeting will be held prior to Town Meeting.
- b) 2021 Town Report discussed. Auditors have specific duties that they must do; issue with no quorum for meetings. Vacancy has been posted. One Auditor is unable to resign at this time. Someone needs to work on the Town Report, account books need to be reviewed. Town Report goes to the printer beginning of February. In January, the Town Report needs to be created and looked at by multiple people. Tammy will send an email to town organizations that the 21<sup>st</sup> of January is deadline or the reports will not be added to the Town Report. Who can help Fran with the reviewing of accounts was discussed. (Tom Frazier joined the meeting at 8:01p.m.) Process of creating the Town Report was discussed. Tammy will talk to Jim Barlow about not having a quorum of Auditors. Matt Lipschutz volunteered to help. Dave moved to appoint Matt Lipschutz for the vacant term of Auditor until Town Meeting. The motion was seconded and passed with all eyes.

Shane Ryan has not joined the meeting; the Board has talked and agreed to add the article to the Town Warning. Discussion of wording of Tom Frazier's article. Approximately \$3,500 has been raised for the purchase of the Tintle lot.

- c) Town Meeting Warning discussed.
- d) 2021/2022 Budget discussed.

10. Other Business - None

With no further business to discuss, the meeting adjourned at 8:36 p.m.

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Tammy Legacy, Selectboard Assistant  
Approved on January 18, 2021