

ROXBURY SELECTBOARD MEETING  
MINUTES OF MARCH 15, 2021  
7:00PM – 8:09PM  
THIS MEETING WAS HELD VIA CONFERENCE CALL

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

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Dottie Guiffre, Ed Carney, Yelena Synkova, John Cruickshank, Craig Sullivan and Adam Lane

1. The meeting was called to order at 7:00 p.m.
2. No additions/deletions to agenda.
3. Re-Organization of the Board – Dave moved to elect Clare as chair and Shane Ryan as vice-chair. The motion was seconded and passed with all ayes.
4. Lost Nation ATV Club – Adam Lane wanted to touch base with the Board, he asked if they any questions or observations. Dave stated that he has not received any club related complaints. The only complaints received were people using Tracy Hill and Route 12A. Adam, who is the President of Lost Nation ATV Club and VASA, laws have changed, enabled to have more funding, put more in law enforcement, currently \$75,000 but hopefully \$100,000 soon. Wardens have little time; they will help the club when they can. Nik has spoken to landowners on Sullivan Hill Road, they are agreeable to work with club, club is proposing to open Sullivan Hill Road and Route 12A to store. AOT is agreeable to open Route 12A if Board is ok with it. This would enable accessing store legally with ATVs. Discussion about other towns that opened up paved roads through towns. The club is trying to get Wagner Forestry to allow access so they can get off of Beaver Meadow Road to Tracy Hill Road. The Board is in favor of Sullivan Hill to store as long as the club will police it so it doesn't get out of hand going through the village. Adam said signs would be put up if approved. Adam will work on a draft ordinance to include Sullivan Hill Road and send paper work from the State to the Board. Tammy mentioned the proper procedure will need to be followed if changing the ordinance.
5. Public
  - a) Ad hoc committee member Ed Carney spoke to the Board about the land purchase. The committee is almost to the \$15,000 goal to purchase land from Rick Tintle. Possibly use excess funds for legal fees. If excess funds are received, ask donors if they can use funds for improvements. According to town attorney, the Board does not need voter approval if funds were given to town. The committee would stop the donor campaign next Wednesday. No purchase and sales agreement has been made. Craig Sullivan mentioned that Rick has been encouraging the process and Craig is willing to contact Rick to see if he would take care of legal fees. Ed asked if the Board is agreeable to purchase and to keep the ad hoc committee in place and keeping the donor fund in place for improvements. Ed is hoping not to need any money from the Selectboard but possibly add something to town meeting warning. Ed stated that Mr. Cruickshank is putting an article in Northfield News with pictures. Tammy read the opinion from town attorney. The ad hoc will set up a purchase and sale agreement with town being the purchasing party.
6. Road Commissioner's Report
  - a) Equipment is in good shape. Mud season is coming and in places have been here.
  - b) Roads aren't bad so far.
  - c) Warren Mountain Road Slope Project is complete with earth work portion and moved off site and will be back first week of May to finish. We have received reimbursement funds.
  - d) Town Roads & Bridge Standards is done yearly. It benefits town for reimbursement on grants. Clare will sign as chair. By consensus, the Board agrees to certify we comply with standards.

## 7. Financial Report

- a) The Board reviewed the orders. Tammy asked if the Board would add Neil Daniels Construction for \$118,108.50 and GPI for \$17,535.37 (both are for the Warren Mountain Road Slope Project). Dave moved to approve the orders with add-ons. The motion was seconded and passed with all ayes.
- b) The town received \$197,945.12 from the State for Warren Mountain Road Slope Project.
- c) Current Tax Update - \$1,510,060.97 collected, due \$493,884.74 (this amount is comparable with last year at this time). Delinquent Tax Update – \$79,340.04 is due (relatively the same as last year).
- d) Tammy gave the Board the Certificate of Financial Action from Town Meeting. All articles passed, \$947,741.00 was approved on Town Meeting Day. The interest rate for late taxes is .05% and Article 10 failed (purchase of two lots)

## 8. Unfinished Business

- a) The Board reviewed the Magee proposal for a new copier. Clare moved to enter in a 60 month lease for a total monthly of \$77.75. The motion was seconded and passed with all ayes.

## 8. New Business

- a) Annual Appointments – Clare moved to appoint Steve Lusk as Tree Warden, Steve Twombly as Chairman of Civil Defense and David McShane as Road Commissioner. The motion was seconded and passed with all ayes. Dave moved to make the appointments that we've come up with titles as they come along:

Emergency Management Director – Mike Dickinson  
Town Health Officer – Craig Sullivan  
Deputy Town Health Officer – Duane Natvig  
Regional Planning Commissioner – Gerry D'Amico  
Roxbury Planning Commissioner – Dottie Guiffre (3-year term)  
Animal Control Officer – Janine Manninen  
E-911 Coordinator – Tammy Legacy  
Mountain Alliance Representative – Clare St. John  
Energy Coordinator – Nicholas Laskovski  
Central Vermont Internet Board Member – Tim Sullivan  
CVRPC Transportation Representative – Gerry D'Amico  
Webmaster – Nina Govoni

The motion was seconded and passed with all ayes.

- b) American Recovery Grant – Dave mentioned the possibility of receiving \$70,000 in grant funds. There are strict guidelines on what the funds can be used for (COVID related). The Board will start thinking about what the funds can be spent on.
- c) AARP Grant was discussed, possibly using for the park. Grants are available for parks and other things. AARP is a Community Challenge Grant. Dave mentioned the sidewalk scoping project. The current sidewalk has issues. Dottie mentioned that once the Town Plan is approved and then apply for a village center designation which opens up additional grants.
- d) Local Emergency Operation Plan – Tammy will talk to Mike Dickinson, the plan needs to be adopted every year.

## 9. Other Business

- a) NEMRC invoice and contract will be on next agenda.

With no further business to discuss, the meeting adjourned at 8:09 p.m.