

ROXBURY SELECTBOARD MEETING
MINUTES OF SEPTEMBER 20, 2021
7:02PM – 8:42PM
THIS MEETING WAS HELD IN PERSON AT COMMUNITY HALL

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

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Nina Govoni, Dotti Guiffre, Dave Santi, Mike Dickinson, Tom Frazier, Sean Cummings & Children

1. The meeting was called to order at 7:02 p.m.
2. Clare stated that due to COVID numbers increasing, the Board will table the Draft Junkyard Ordinance until the cases decrease. Also, the Draft Town Plan was tabled. No additions to the agenda.
3. Public
 - a) Dave Santi mentioned he will cut the limbs hanging over the sidewalk at the park. It was mentioned that the Park Committee will raise the necessary funds for the park.
4. Road Commissioner's Report
 - a) Roads are in good shape. Grading is being done and the Class 2 Grant is finishing up.
 - b) Equipment is good.
 - c) The Board mentioned the Grants-In-Aid Project.
 - d) Culvert is completed on Warren Mountain Road through the Structures Grant. Guardrails and gravel still need to be finished up on the Class 2 Grant.
 - e) Dave discussed the 2022 Grants-In-Aid Project. This grant comes from VTrans and the Town will work with CVRPC on where the project will be. The grant is \$12,100. The purpose of the grant is to bring roads up to the stormwater permit requirements. Dave signed the grant agreement.
5. Financial Report
 - a) The orders were reviewed. Dave moved to approve orders. The motion was seconded and passed with all ayes.
 - b) Tammy mentioned the Town received \$1,427.00 from the State for Property Tax Adjustment and \$68,857.47 for the County portion of ARPA Funds. The Board and public discussed what the ARPA funds can be used on. There are strict rules on what the funds can be used on.
6. Unfinished Business
 - a) Tammy read an email from Ed Carney regarding the Roxbury Donor Fund Park Development Committee. The committee would like the Roxbury Selectboard to rename the Roxbury Donor Fund to the Roxbury Park Development Fund so the committee can begin to collect funds for the development of the Roxbury Park. The committee would also like the Roxbury Donor Fund Committee to be renamed to the Roxbury Park Development Committee. Dave moved to change the Roxbury Donor Fund to the Roxbury Park Development Fund and change the committee to the Roxbury Park Development Committee. The motion was seconded and passed with all ayes. Tom Frazier suggested the committee dial back what is being planned and do something simpler. Tom thinks too many things are being planned for a small space.
 - b) Tammy mentioned that the Town's email address was phished. (The contacts were seen by intruders). The Tech Group sent materials to the Town for ways to protect the Town and a quote. There was extensive discussion on email security and more security for all computers. No decision was made at this time, more information will be obtained regarding TDS emails. The Board was asked if it was time to hire an IT person; the Board did not feel that was

necessary. The Tech Group is able to help the Town with issues.

7. New Business

- a) The Roxbury Tree Warden, Steve Lusk, submitted his resignation. Dave moved to accept Steve Lusk's resignation. The motion was seconded and passed with all ayes. Dave mentioned the requirements for Tree Warden has increased. Dave will look into the requirements. It might be necessary to hire a Forester as the Town's Tree Warden. Emerald Ash Borer was discussed. There are approximately 2,000 Ash Trees in the Town's right-of-way.
- b) Tammy told the Board the Listers have submitted three Error & Omissions requests for the Board to approve. The Board discussed the Listers' requests. Dave moved to accept the Error & Omissions for Selby Jones, Glentine Jarvis and Montgomery Timber. The motion was seconded and passed with all ayes.
- c) Tammy Legacy, Roxbury's E911 Coordinator, discussed with the Board an issue with a new 911 address to be created on Four Mile Wood Road. The lower 911 numbers are on the Steele Hill side of the road but a new address needs to be created on the Beaver Meadow side. Part of the Four Mile Wood Road was discontinued so it no longer connects. It would be an issue for deliveries and emergency calls to have a new number for Four Mile Wood Road. Tammy requested the Board change the name on the Beaver Meadow side of the road. The Board discussed Tammy's request. By consensus, the Board changed the Beaver Meadow side of Four Mile Wood Road to Four Mile Wood Road W (west).

8. Other Business

- a) Tammy mentioned the Planning Commission is holding a hearing on October 14 at 5:30 to discuss the Draft Town Plan.

9. Dave moved to approve minutes of September 7, 2021 as amended. The motion was seconded and passed with all ayes.

10. Other Business Again

- a) Tom Frazier asked for an update on the Francis Jones property issue. It is not known if the Town's Health Officer has visited the property. The Board does not have an update.
- b) Tom Frazier also mentioned he was not happy with the delay in approving the Junk Ordinance. Clare explained that the Board expects the ordinance to be petitioned and a public hearing will need to be held. With the increased numbers of COVID cases, the Board does not feel it would be safe to approve the ordinance at this time.

13. Executive Session – Dave moved to enter into executive session to discuss employees with invitation to Tammy to join us. The motion was seconded and passed with all ayes. The Board entered executive session at 8:21 p.m.

The Board exited executive session at 8:42 p.m. No action taken.

With no further business to discuss, the meeting adjourned at 8:42 p.m.

Tammy Legacy, Selectboard Assistant
Approved on October 4, 2021