

ROXBURY SELECTBOARD MEETING  
MINUTES OF APRIL 18, 2022  
6:52PM – 8:15PM  
THIS MEETING WAS HELD IN PERSON AT COMMUNITY HALL

MEMBERS PARTICIPATING: Shane Ryan and Road Commissioner Dave McShane

STAFF PARTICIPATING: Andrew Legacy

PUBLIC: Mary Bouchard, Rene Bouchard, Janine Manninen, Jack Cashman, Wendy Cashman, Casimir Vaicaitis, Mike Dickinson, Dave Santi and Sean Cummings and family

1. The meeting was called to order at 6:52 p.m.
2. Dave moved to enter into executive session with an invitation to Andrew Legacy to join them. (personnel matter) Shane seconded the motion and the motion passed 2 to 0. The Board entered executive session at 7:52 p.m. and exited at 7:59 p.m. Dave moved to approve Andrew's request for a 2-week vacation starting July 1, 2022. The motion was seconded and passed 2 to 0.
3. There were no additions or deletions to the agenda.
4. Act 250 Jurisdictional Opinion (New Business 10 d)  
It was stated this was on the agenda to enter in public record that the Town received it. Janine Manninen stated it is under appeal.
5. Roxbury Park Committee Request - tabled
6. Roxbury's 3<sup>rd</sup> of July (4<sup>th</sup>) Celebration – Mary Bouchard stated they are using the Town Hall. They are adding a local talent exhibit and would like to spread the word about it. Possibly an ad in the Northfield News. By consensus, the Board asked her to contact the Town Clerk to place an ad.
7. Public
  - a) Jack Cashman spoke about cemetery commission requests. He would like the signs blocking access to the Village Cemetery removed and needs fill for cemetery projects. An Eagle Scout project at the East Roxbury Cemetery to install a split rail fence.
  - b) Rene Bouchard spoke about the 911 web address and requested a link from Town website.
8. Road Commissioner's Report
  - a) Roads are drying out; grading will be done as weather permits.
  - b) Equipment is in good shape. Backhoe is back from Nortrax.
  - c) Dave moved to approve the Annual Highway Financial Plan. The motion was seconded and passed 2 to 0.
  - d) Dave moved to approve certification that we meet current Road and Bridge Standards. The motion was seconded and passed 2 to 0.
  - e) The Town applied for a Structures Grant to replace a 6' diameter culvert on West Hill Road.
9. Financial Report
  - a) The orders were reviewed. Dave moved to approve the orders. The motion was seconded and passed with 2 to 0.
  - c) Income received Highway Supplement \$1,799.79 and Highway Quarterly Payment \$16,261.55.

10. Unfinished Business

- a) ARPA Funds – Dave moved to take our ARPA Funds using the standard allocation method of revenue replacement. The motion was seconded and passed 2 to 0.
- b) Emerald Ash Borer – CVPRC has started an Ash Tree Inventory in Town's right-of-way. It will identify trees by diameter and whether they are in a utility right-of-way.
- d) Jason's Handiworks – Dave moved to approve a one-year extension to the existing mowing contract with no change in price. The motion was seconded and passed 2 to 0.

11. New Business

- a) Dave moved to adopt the Hazard Communication Plan. The motion was seconded and passed 2 to 0.
- b) Mike Dickinson presented the Local Emergency Management Plan for this year. Dave moved to approve. The motion was seconded and passed 2 to 0.
- c) White Mountain Cable requested permission to install phone service to 1673 Beaver Meadow Road underground crossing the road. Dave moved to approve. The motion was seconded and passed 2 to 0.

12. Other Business

- a) Dave Santi brought up railroad spraying. There are wells in the village near railroad right-of-way.
9. Approval of minutes – Dave moved to approve the minutes of April 4<sup>th</sup> and April 7<sup>th</sup>'s Board of Health Meeting. The motion was seconded and passed 2 to 0. It was brought up that the April 4<sup>th</sup> draft minutes were not on the website.

With no further business to discuss, the meeting adjourned at 8:15 p.m.

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Dave McShane, Acting Clerk  
Approved on May 16, 2022