

**ROXBURY ARPA COMMITTEE MEETING**  
**MINUTES OF DECEMBER 01, 2022**  
**10:02AM – 10:52AM**  
**THIS MEETING WAS HELD IN PERSON AT THE COMMUNITY HALL**

**MEMBERS PARTICIPATING:** Rene Bouchard, Don Randall, via Teams - Elizabeth Carney & Brock Freyer  
**PUBLIC:**

1. The meeting was called to order at 10:02 am
2. Additions/Deletions to Agenda – approval of allEarth Rail Discussion Summary
3. Approve Minutes of 17-Nov-22 & allEarth Rail Discussion Summary – both motioned & approved
4. Discussion on Progress-To-Date on the various assigned Projects

The Committee went right on to the open assigned items.

- a. Sidewalks – draft in works and Rene is trying to see the Sidewalk Study at the Town Hall
- b. Digitize Land Records – Committee discussed a draft to the proposer that had been created post the Selectboard mtg of Monday 28-Nov. The discussion was had given what we heard. Don noted that digitization is important and a good point was made at the Selectboard meeting that having paper and digital copies in same building is an issue in case of fire, etc...all would be lost. However, he does not think any more progress can be made without cooperation. Elizabeth believes the draft to the proposer does not have be so detailed. It was agreed to give this some more thought.
- c. Emergency Disaster Site – Don and Rene agreed that Rene could try and contact the proposer to see if what we know is enough for her. Don to speak again with Mike. A discussion was held on the potential for the looming fuel and home heating oil shortages being talked about on the news. Both Brock and Don reported that Whites is keeping customers topped off just in case. An issue related to this topic is how will the Town handle small scale disasters with older folks who may be caught unprepared. Is the Senior Center an option?  
  
A side discussion was held on the dry hydrant located on Steele Hill Rd. Brock's old house had been nearby and he rpted that after having been broken, the hydrant was capped off. Don expressed concern that these need to be flushed each year and Brock said until it was capped off Randolph had been doing that. Don will look in to.
- d. Community Garden – deferred in Sean's absence
- e. Civic Work Group – deferred in Sean's absence
- f. Incentives for Business – deferred in Sean's absence

- g. Master Plan – project submitted to us by Kahwa. In her submittal she renamed the project to be for an Active Transportation Master Plan. VLCT had recommended a Master Plan on Outdoor Activities. A discussion was had as to whether this changes the Vermont departments/grants involved...vTrans vs Vt Outdoor Recreation, etc... Elizabeth to follow-up.
- h. Scoring – a discussion was held on the scoring spreadsheet that had just been circulated. Brock confirmed receipt and that it functioned well. Elizabeth said she had seen it too. The hope is that collecting our responses using spreadsheets will speed up compiling them into a single Master score for each project.

In conjunction with this a discussion was had on the project summaries. Rene has done some testing and create a pdf with embedded links from a Table of Contents to each project. This is what we will make available to the Committee for scoring and to the Public for when they are using the survey. It was agreed that the Project Summaries in this document only need the Project Name & Project Address. The ARPA score will be shown at the end after the Survey is complete. Doing it this way the score won't sway anyone's opinion. It also takes our Master score off the critical path for going live with this Survey. Rene will work on the Project Summary pdf and circulate to the Committee.

#### 5. Discussion on 2<sup>nd</sup> Survey.

The Committee went over the survey snippet Rene had provided. The topic of the Town Garage was discussed in terms of rebuilding on the same site verses an alternative site. It was mentioned that several folks had expressed that they were not in favor of the same site given its challenges of ledge, Irene, etc... In the end it was agreed to have two entries for the Town Garage one to rebuild on the Same Site and another to rebuild on an alternative site. Rene to update and circulate a link folks can play with.

To keep to our initial timeline the Survey needs to go live on Friday 06-Dec. Elizabeth agreed to again handle the Front Porch Forum aspect for us.

#### 6. Other Business

Our next mtg was set for 07-Dec at 10am. Brock to send out

With no further business to discuss the meeting was adjourned at 10:52am.

#### **Action Items:**

- Don following up with Mike on the Emergency Disaster Site questions and Rene to follow-up with proposer
- Elizabeth to follow-up with Kahwa on the Active Transportation Master Plan / Master Plan for Outdoor Activities
- Rene to follow-up with Sean on his open items
- Rene to update the Survey and send out a test
- Rene to work on pdf of Projects