

ROXBURY SELECTBOARD MEETING
MINUTES OF DECEMBER 5, 2022
7:02PM – 8:52PM

THIS MEETING WAS HELD IN PERSON AT COMMUNITY HALL

MEMBERS PARTICIPATING: Chair Jon Guiffre, Ryan Johns and Road Commissioner Dave McShane

STAFF PARTICIPATING: Selectboard Assistant Tammy Legacy

PUBLIC: Rene Bouchard, Mary Bouchard, Don Randall, Carol Randall, Tom Frazier, Mike Dickinson, Tim Martin, Capt. Brett Meyers and Sheriff Elect Marc Poulin

1. The meeting was called to order at 7:02 p.m.
2. Jon Guiffre added **police training which will be taken up under 9a)** and Ryan Johns added **speed sign update which will be taken up under 9b)**.
3. Public
 - a) Tom Frazier mentioned there are speed signs in East Granville. The Board replied that Granville owns their signs. Jon mentioned that he has been talking with the school about signs.
 - b) Tim Martin asked about the definition of **solid waste** that is in the draft ordinance. The Board stated there is a definition of **solid waste** in the ordinance.
 - c) Mary Bouchard gave an update on the Saturday craft events. They have been well attended. There is no fee to attend but donations are welcome. The donations go toward the July 4th event. The cost of supplies may be required for future classes. Mary would like to extend the hours on January 28 and February 18. The hours normally are 1-4 but she would like to extend them to 10-4. The Board had no objection. Mary mentioned the foul smelling water. It was explained that the water comes from the well at the town garage and the water is the same water that is used at the town garage and town office. Tammy mentioned there is a filter at the office to help reduce the smell. Dave said the Board will look into putting a charcoal filter in the community hall. Mary would like to extend the hours for the December 17th craft event so that they can hold an Open House from 3-5. The Board had no issues. Mary would like permission to be in charge of the July 4th event again in 2023. The Board had no issues. Mary submitted a request for funds to be added to the Town Meeting Warning. The amount she would like to have approved is \$1,000. This will be discussed in January when the Board works on the warning. There was a discussion on what day to hold the July 4th event; Mary did not want to hold it on July 4th so they wouldn't compete with other towns so it was suggested to hold it on July 1st or 2nd. The Board had no issues with either day.
 - d) Rene Bouchard discussed the minutes. He stated he did not say the town should get volunteers to help digitize the records, he said he had said pay. The Board will take this up under minutes. Ryan mentioned that when Rene contacted the Northfield Town Office regarding digitization, they thought he was a Selectman. Rene stated he did not tell them that, Rene had let them know he was the Chair of the ARPA Committee. Rene stated he also contacted the Town of Randolph and will forward the Board the email he sent to them. Following up on last meeting, Rene mentioned increasing revenue via room tax and would like to see the original Town Charter. He can see it at the town office. Rene would like to

see the Town's Conflict of Interest Policy. Rene mentioned putting the public WIFIs in the village on a timer. There was a discussion on this. Jon will contact Ryan Zajac about a timer at the library and Tammy will contact Project Connect regarding their WIFI at the town office. The hours would be to have it shut off at 10 p.m. and turn on at 6 a.m. Rene talked about digitizing land records and adequate emergency shelters. The Board stated the school is a certified Red Cross shelter and if a citizen has health issues when the power goes out, they should contact 911. Tom Frazier stated he does not think teenagers should be working on digitizing land records. Tammy Legacy, Town Clerk, stated the Town Clerk and the Assistant Town Clerk will be the only ones scanning the records. Rene brought up the train stopping in Roxbury. Someone requested ARPA funds be used on getting Amtrak to stop in Town. ARPA committee had talked to All Earth, the time frame for this project would be beyond ARPA money time frame.

4. Minutes – Ryan moved to approve the minutes of November 28, 2022 as amended. The motion was seconded and passed with all ayes. The Board revised a sentence in 3a to add **paid staff and/or volunteers**.

Washington County Sheriff's Department - Capt. Brett Meyers and Sheriff Elect Marc Poulin spoke to the those in attendance. Highlights of the discussion was the increase in cost and the need to increase hourly rates for contracts. They do not get income from the State. Washington County Sheriff's department needs to hire more employees and that will require high wages. There was a discussion on having the Washington County Sheriff's department enforce municipal tickets, they will consider this but will need to understand the process.

5. Road Commissioner's Report
 - a) Roads are good.
 - b) Equipment discussed. Dave will apply for the 2024 Better Roads Grant; due date is next Friday.
6. Financial Report
 - a) The orders were reviewed. Dave moved to approve the orders with add-ons. The motion was seconded and passed with all ayes. The add-ons were TDS Telecom and M&T Credit Card.
7. Unfinished Business
 - a) The Board discussed contracting with SoniClear for audio recording meetings. Tammy stated the State informed her that audio recordings only need to be on the website for one year. Ryan moved to move forward to purchase and sign up for recording minutes. The motion was seconded and passed with all ayes.
 - b) The Board discussed renewal of MVP insurance for town employees. BCBS is higher than MVP. The deadline for renewal is December 15th. Dave moved to go with MVP Platinum Plan for town employees. The motion was seconded and passed with all ayes. There is still a union contract with the town (expires December 2023), the Board will look into other plans next year.
8. New Business – Washington County Sheriff's Department was taken up below minutes.

9. Other Business

- a) Jon mentioned the Montpelier Police Department held a training at a house on Town Garage Road today. It was an unannounced training and students were outside at the school. There was a discussion on the training and lack of people being notified of the training. Jon will draft a letter and once the Board reviews it the letter will be sent to the Montpelier Police Department and cc'd to the landowners.
- b) Ryan stated he had contacted Roxbury's School Board members, Kristen Getler and Rhett Williams regarding the speed sign and Safety to School Program. Kristen, Rhett and the School Principal had not heard of this grant. The principal will sign up for the grant. Cross walks were discussed. Ryan will keep working on speed sign and cross walk. It was mentioned that the Bicycle Pedestrian Grant ends in March. Speed signs were mentioned.
- c) Jon stated that the Community Hall Restoration Fund committee agreed to put a report in the 2023 Town Report.

10. Dave moved to enter into executive session to discuss a personnel matter. The motion was seconded and passed with all ayes. The Board entered executive session at 8:30 p.m. The Board exited executive session at 8:52 p.m.

Dave moved to continue the tradition of giving the town employees a gratuity of appreciation at holiday time. The motion was seconded and passed with all ayes.

With no further business to discuss, the meeting adjourned at 8:52 p.m.

Tammy Legacy, Selectboard Assistant
Approved on December 19, 2022