

ROXBURY SELECTBOARD MEETING  
MINUTES OF JULY 24, 2023  
7:01PM – 11:00PM  
COMMUNITY HALL

MEMBERS PRESENT: Chair Jon Guiffre, Vice-Chair Rene Bouchard and Road Commissioner Dave McShane

STAFF PRESENT: Selectboard Assistant Tammy Legacy

PUBLIC PRESENT: Elizabeth Carney, Carol Randall, Don Randall, Dotti Guiffre, Tom Frazier, Mary Bouchard, Bob Ketchel, Arthur Smith, Dave Santi, Mike Dickinson, Edgar Mesquita, Nick Laskovski, Dominique Desrochers, Tim Martin, Eric Sigsbey and guest, Yelena Synkova, Sean Cummings and family

1. Chair Jon Guiffre called the meeting to order at 7:01 p.m.
2. Rene asked for grants and process for web posting be added to the agenda – these will go under Other Business, no deletions to the agenda.
3. Public
  - A) Dave Santi read something that he sent to the Supreme Court and talked about personal stuff.
  - B) Bob Ketchel commented on keeping the meetings in order.
  - C) Tom Frazier asked for an update on what is happening with the town garage. The garage is in bad shape. Tom hopes the Board will use ARPA funds on the town garage. Jon stated the Board understands and is working on it.
  - D) Don Randall commented on culverts on Bull Run Road and asked if there is an inventory of culverts.
  - E) Tim Martin asked why the fire department was not notified when roads were closed during the flooding. Tim also commented on the Town Clerk's hours and how can someone get info on agenda items if the office is closed. Tammy requested clarity of what goes in a packet on the town's website. Jon and Tammy will work on the items to be posted in the packet. After a discussion, Jon stated the agenda and packets will be posted on Thursdays prior to the meetings.
  - F) Arthur Smith commented that there is easy access to records at the town office. Arthur also asked Rene about the comment he had asked previously about process of developing rules and regulations in other Towns. Rene stated he had not discussed with Towns regarding their process.
  - G) Tom Frazier commented that laws are usually passed and then the rules are implemented.
  - H) Tim Martin commented on the ordinance. A discussion was had and Jon explained the process of the ordinance.
4. Dave moved to approve the minutes of July 5th. The motion was seconded. Rene suggested a correction. The Board approved the amended minutes with a vote of 3 to 0.
5. Road Commissioner's Report
  - A) Roads are not in the best of shape after the July 2023 flooding. The road crew is working on filling the holes.
  - B) Equipment is in good shape.

- C) The 2024 Highway Structures Grant will be on West Hill Road near Oxbow and Rice Tract. The 2024 Municipal Grants-In-Aid Grant will be on Steele Hill Road. Stone-line ditching will bring roads into compliance. Jon signed the grant agreements.
- D) July storm damage was discussed. Ladd Road bridge is lost and Tenney Road bridge is damaged. There is damage on many town roads. On Bull Run Road, there is a small slope damage. There was a discussion on FEMA. The Town incurred a million dollars in damage. Towns can now fix the roads and need to keep track of expenses. It is not clear at this time of the percentage of reimbursement. Dave suggested the Town get a line-of-credit for a million dollars. The damage threshold is \$3,800 per location on roads in order to qualify for reimbursement. Tammy will reach out to banks for a quote on a line-of-credit. The Town needs to follow federal and town procurement policy. The Town has received proposals from three engineering firms for Ladd Road.
- E) There was a discussion on culverts and the need to have them cleaned. Also discussed was mandates from the State.
- F) FEMA BRIC Grant was discussed. These are hazard mitigation grants and one will be used on the Sunny Brook Corridor which is Ladd and Tenney Roads for scoping study/hydraulic boring engineering preliminary designs. Tenney Road is a high priority but is stable. It needs to go through hazard mitigation. \$128,000 for the Sunny Brook Corridor and \$50,000 for Premo Road.
- G) Dave will solicit engineering proposals and suggest having a special meeting when he gets the proposals.

## 6. Financial Report

- A) The Board reviewed the orders. Dave moved to approve the orders with add-on. The motion was seconded and passed with all ayes.

## 7. Unfinished Business

- A) The Board received a letter from Dominique Desrochers regarding her concerns on Shaw Road. Eric Sigsbey talked to the Board regarding his concerns on Shaw Road. There was a discussion on making Shaw Road a pent road. The Board is open to changing Shaw Road to a pent road. Dave stated there are vehicles in the Town's right-of-way and he has contacted the Sheriff. Dominique would like her property back to the way it was a year ago. Eric commented he needed logging access for logging trucks. There was discussion on emergency services; gates on pent roads need to be unlocked. There was a discussion on vehicles being parked in the Town's right-of-way on Bull Run Road.
- B) ARPA Funds – Each of the Board members chose the items they would like to spend ARPA funds on. The list is:
  1. Complete Community Center Renovations.
  2. RVFD – Backup Generator
  3. Community Garden & Public Water Supply
  4. Roxbury Town Electrification
  5. RVFD – Radio Repeaters
  6. Speed Feedback Radar Signs
  7. IT Audit
  8. Digitize Land Records & Make Available Online
  9. Roxbury Village Sidewalks

10. Town Garage on Same Site
11. –
12. Civic Work Group
13. Fixing Intersections on West Hill RD with Carrie Howe RD
14. Active Transportation Master Plan
15. Town Garage on Alternate Site
16. Burying Utility Lines
17. Roxbury village Park

Jon would like to offer funds to #1, 6, 9, 10 & 17. Dave would like to get grants for the speed radar sign and does not want to do the sidewalks at this time. He would like to offer funds to the Community Hall. Rene chose #1, 2, 4, 5, 6, & 17 would remainder towards #10. Dave would like #1, 6, 10 & 17 and is undecided on #14. There is unanimous approval for #1, 6, 10 & 17. Jon sees #4 and 14 being valuable. The final decision is #1 for \$19,000, #6 for \$5,300 (apply for grants), #10 for the remainder of unused ARPA funds, #14 for \$4,000 and #17 for \$6,000. Need more info on #4 but possibly \$50,000.

There was a discussion on replacing the town garage. There was a discussion on CV Fiber; CV Fiber may not get to Roxbury before the deadline the Board put on for funds previously sent to CV Fiber.

- C) Dave moved to sign the contract with Avenu for credit card services. The motion was seconded and passed 3 to 0.
- D) Meeting via video was discussed. No action taken. Rene mentioned the Library and Town Office should be getting a credit on internet services.
- E) Wastewater Project was discussed. Jon will email the Board an agreement and wait for their feedback.
- F) The Board reviewed the Process for Enacting the Ordinance.

## 8. New Business

- A) Dave moved to approve the contract for sonic wall renewal. The motion was seconded and passed with all ayes.
- B) The Board discussed the Green Mountain Power request. Dave moved to approve the Green Mountain Power request for one pole extension. The motion was seconded and passed 3 to 0. This extension is at the property owned by Nick Laskovski on Warren Mountain Road. Nick Laskovski mentioned he will need to change his road access permit from agricultural to residential.
- C) There may be a meeting with Vermont Fish & Wildlife on August 9<sup>th</sup> at 4pm regarding the beavers. It was noted that if 2 or more Selectmen were in attendance, the meeting will need to be warned.
- D) There was a discussion on what type of committee the community hall committee is meeting on August 2<sup>nd</sup> at the Community Hall.
- E) It was mentioned that there are still unlicensed dogs.

## 9. Other Business

## 10. Executive Session

The meeting adjourned at 11:00 p.m.

Tammy Legacy, Selectboard Assistant

Approved on August 7, 2023