

ROXBURY SELECTBOARD MEETING  
MINUTES OF APRIL 15, 2024  
6:31PM – 9:30PM  
COMMUNITY HALL

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

STAFF PRESENT: Selectboard Assistant Tammy Legacy

PUBLIC PRESENT: Claire Chomentowski, Tom Frazier, Bob Ketchel, Don Randall, Carol Randall, Mary Bouchard, Dave Santi, Yelena Synkova and family

1. Chair Jon Guiffre called the meeting to order at 6:31 p.m.
2. Jon would like to table 9B for this meeting. Rene asked for executive session for a legal and personnel matter. Rene also asked for an ARPA update which will be under 11A.
3. Public
  - A) Dave Santi talked about drainage north of Warren Mountain Road.
4. Dave moved to approve minutes of March 18, 2024 as amended and minutes of April 1 & April 9, 2024 as submitted. The motion was seconded and passed with all ayes.
5. Road Commissioner's Report
  - A) Equipment was discussed. The 2021 International had issues.
  - B) Roads are in good shape; grading will be done soon.
  - C) Dave submitted a Structures Grant for the bridge on Webster Road. The estimate is \$153,000. There is a 20% match. Dave did not apply for a Class 2 Road Grant. Dave would like to send a letter of intent for the Municipal Grants-In-Aid. Dave moved to have Jon sign as chair. The motion was seconded and passed 3 to 0. This grant is for stone line ditching.
  - D) Black River Designs submitted their review of the Town Garage. It is a steel building built in the 70s. It does not meet codes. Dave mentioned that there is an invoice from Champion Door to fix the garage door and there is a light issue. Estimate for fixing the light issue is \$4,975 from Harmony Electric. Checking into grants or rebates was discussed. Dave had requested prices from three different electricians, only one responded. Dave would like to move forward. By consensus, the Board agreed with Dave's request.

Dave suggested hiring an engineer to find out if a new garage can be built on the current site; it may be in the Flood Plain. Also to look into new septic system to serve the building. Blasting and crushing was discussed. Jon mentioned he plans on looking into a soft roof steel building. There was a discussion on types of buildings. Rene asked about having a committee to look into types of buildings. No decision. Rene asked about having a committee to look into alternative sites. Dave thought that wouldn't be best because it may end up to be a legal matter. There was a discussion on the town garage property, types of floors, heating and wells. Rene wants to have committees; Dave wants to find a site first and find a civil engineer. Rene asked about having Black River Designs send things in a different format.

## 6. Financial Report

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

## 7. Unfinished Business

- A) Appeal from Property Owner-Violation of ordinance – The Board discussed the appeal. The Board decided to warn a visit to the property. The property owner will be notified and the Board will stay in the Town's right-of-way. The property owner is requesting to have this expediated. The site visit will be May 6 at 6 p.m. prior to the Board meeting.
- B) Future Candidate Forum is tabled.
- C) Green-Up Day discussed. There will be a dumpster. Tim Martin is accepting tires at his property for \$4 per tire. Claire Chomentowski asked about tires being taken to Tim's. Would he charge them for Green-Up Day tires? Claire asked how does Tim dispose of the tires. It was decided to charge \$6 for tires at the garage, Green-Up tires should be brought to the garage for no charge and Tim will take tires for \$4. Green-Up hours at the garage is 8 a.m. to 2 p.m. Rene is in favor of going with low cost for tires.
- D) MERP Grant mentioned. The energy audit will be on May 1<sup>st</sup>. The Town Office will be closed in the afternoon for the audit. It will take about 12 weeks to get the report. Dave would like a survey done on the Community Hall and the Town Garage to know what the railroad's right-of-way is.
- E) Dog River Project - Dave asked Rene about re-droning the area. Rene stated they droned in the fall and plan on doing again in the spring so they are on track. Discussion on the flooding areas. Dave spoke to Agency of Transportation and has sent photos. Rene talked about hydraulic and hydrology study. It was mentioned the studies have previously been done. Rene stated he has a draft letter to Army Corp of Engineers and he will submit drone photos.

## 8. New Business

- A) The Board received 3 bids for mowing.
  - Cemetery Mowing
    - J. Pemberton Property Solutions - \$13,325.00
    - Old World Quality Finishes - \$5,900.00
  - Town Properties
    - J. Pemberton – \$7,150.00
    - Old World Quality Finishes \$4,000.00
    - Scott Legacy – 5,500.00

Dave moved to award mowing to Old World Quality Finishes. The motion was seconded and passed 3 to 0.
- B) The Board discussed line items that could be reduced. Tammy as Town Clerk submitted her ideas. The Board agreed on the necessary cuts to the budget.
- C) Hoyle Tanner Contract Amendment – The Board received an amendment for the Ladd and Tenney Road bridges. UVM is doing an archaeological study. This will slow down the project. Dave moved to have Jon sign the amendment contract as chair. The motion was seconded and passed 3 to 0.
- D) The Board received a contract from the Town Attorney for tax sales. The Delinquent Tax Collector is planning on holding a tax sale. Dave moved to

have Jon as Chair sign the James Barlow contract for delinquent tax sales.  
The motion was seconded and passed 3 to 0.

9. Other Business

A) Rene stated he had contacted VLCT regarding unspent ARPA funds. Rene explained the process the Board will need to follow to get the funds obligated.

10. Executive Session – Dave moved to go into executive session for legal and personnel with an invitation to Tammy to join them. The motion was seconded and passed 3 to 0. The Board entered executive at 8:35 p.m. The Board exited at 9:29 p.m. No action taken.

With no further business to discuss, the meeting adjourned at 9:30 p.m.

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Tammy Legacy, Selectboard Assistant  
Approved on May 6, 2024