

ROXBURY SELECTBOARD MEETING
MINUTES OF SEPTEMBER 3, 2024
6:30PM – 10:43PM
COMMUNITY HALL

MEMBERS PRESENT: Chair Rene Bouchard, Vice-Chair Tim Martin, Nate Donahue, Donna French and Road Commissioner Dave McShane

STAFF PRESENT: Selectboard Assistant Tammy Legacy

PUBLIC PRESENT: Judy Lusk, Bob Ketchel, Tom Frazier, Walter French, Carmeta French, Ed Dickinson, Mary Bouchard and Dave Santi

1. Rene Bouchard called the meeting to order at 6:30 p.m. Rene reminded those in attendance to follow the adopted rules for the meeting, please raise your hand, when called upon state your name and to watch your language.
2. Rene stated Ted Long would not be attending the meeting and would like to put Horner Road under the Road Commissioner's Report and under Unfinished Business Rene would like to talk about the sidewalk refurbishment. No deletions to the agenda.
3. Public
 - A) Judy Lusk talked about what the school committee has been doing. They changed their date of their meetings to Wednesday. September 11th is their next meeting. They have lots of ideas about what can be done with the school if the Town owns it. One idea is a type of learning center. Some of the committee would like to have a tour of the building. The school district is having a meeting tomorrow night to discuss the school building.
 - B) Judy Lusk mentioned that about ten years ago she and Steve Lusk donated the George Washington portrait to the Community Hall (it is hung on the wall). The portrait came out of the old West Hill School. Judy will create a label to be hung on the frame telling people where the portrait came from.
 - C) There was a discussion amongst the public and Board regarding possible uses of the school, cost to run the building and the fact the lights are left on at the Town Hall. Also mentioned was the Afterschool Program.
 - D) Dave Santi spoke about the complaint against his property.
4. The Board reviewed the minutes. Dave moved to approve the minutes of July 31, 2024 as submitted and the minutes of August 19, 2024 as amended. The motion was seconded and passed 5 to 0.
5. Road Commissioner's Report
 - A) Dave mentioned Ted Long owns a camp on Horner Road. Ted's culvert in his driveway has been there many years. The Town is not responsible for driveway culverts. It appears frost has changed the way the culvert sits. The grade of the road has not been changed. Ted may need to put in a different culvert. There is ledge in the area. Dave said the road crew could put in another culvert prior to Ted's driveway which might help the situation. Due to other projects and being down to two crew members, Dave is uncertain when it would be done but possibly this fall. Walter French suggested the neighboring landowner be notified if water would be diverted to their property, Dave would contact the landowner. Dave Santi talked about Premo Road.

- B) Equipment is in good shape.
- C) Roads are good. The road crew are working on the Municipal Grants-In-Aid project on Cruickshank Road. They need to hire a hammer to remove ledge and possibly get guardrails which would be covered under the grant. Rene mentioned the guardrails on Warren Mountain Road. Judy Lusk mentioned an issue on Oxbow Road at the railroad crossing. Dave told Judy the Agency of Transportation is responsible for resolving the issue. Ed Dickinson mentioned the lights on the train are so bright it dims his truck lights.

6. The Board reviewed the orders. Dave moved to approve the orders with add-on of MVP Health. The motion was seconded and passed with all ayes.

7. Unfinished Business

- A) Update on Grant Administrator – Dave stated the spreadsheet on grants is being worked on. The grants administrator added heat pumps to the pre-application. There was a discussion on heat pumps, cost to use and solar panels. If the solar is done right, it should offset the electric bills. The MERP Grant for the Community Hall will enable reinforcing the roof to allow solar panels to be used on the building. Also, if the Town owns the school, that roof could be used. There is a tax credit if using American made that would give the Town money back which could take a year or two to receive.
- B) Discussion on the wetland projects. Rene applied for VEM for the properties affected with the flooding. Confirmation was received that the applications were received. Rene also applied for a Flood Plain application. Dave has spoken to Dubois & King about the Dog River Project. The Board will need a scope of work for the project. Does the Town want a survey on the existing area? There was a discussion on the proposed project and construction manager. Dave will talk to Dubois & King about wet basements in the village. The project probably won't happen until spring of 2025.
- C) Update on Dog Ticketing – Rene explained Tammy had looked into the ticket and requirements. Rene suggested the Sheriff issue tickets instead of the Board. There would be cost for issuing tickets. Tim would like to have until the next meeting to try and get the remaining three to be in compliance. Dave moved to put in a request to have the Washington County Sheriff handle all the Town of Roxbury's municipal ticketing processes. The motion was seconded and passed 5 to 0.
- D) The Board discussed sidewalk refurbishment. In the spring there was a quote of \$6,000 to pave the sidewalk. The road crew cleaned up the sidewalk, it has been determined it is 4 feet wide not 3 feet. Donna stated that stay mat is not easy to walk on. Nate talked about the rules for sidewalks, if only repairing, it only needs to be 36 inches wide. Concrete versus asphalt was discussed. Tim stated he measured the sidewalk; it is 515 feet long. Tim got quotes from Pike of hotmix, cost of \$2,100 for 2" thick 500' long, 4 feet wide, just materials, no trucking. The Town Plan references the sidewalk. If the Town pursues the wastewater project, the sidewalk would be affected by the project. The Board thought having a grass surface from Warren Mountain Road to Windridge Camp would be best. No action taken.

8. New Business

- A) Town Clerk, Tammy Legacy, informed the Board that she received a grant with Center for Tech and Civic Life. The grant amount is up to \$5,000. This is the same grant the Town received during COVID. This is a grant to help Towns with elections but cannot be something the Town budgeted for. Tammy stated the Town has already received the \$5,000. Some uses for the funds are to replace the laptop and buy election signs.
- B) Rene stated the webmaster had been working on changing the domain name from .org to .gov. It will offer more security and possibly allow the Town to have more email addresses. The webmaster is ready to move the website to .gov if the Board approves it. After discussing the possible change, Donna moved to approve webmaster to move our roxburyvt.org to roxburyvt.gov on behalf of the Town. The motion was seconded and passed with all ayes.

C) Solid Waste Ordinance

- A) Since the Selectboard has expanded to a five-person Board, the Board redrew the rotation schedule for Investigative Official duties. New rotation schedule is:
 - 1) Dave McShane
 - 2) Nate Donahue
 - 3) Tim Martin
 - 4) Rene Bouchard
 - 5) Donna French

Dave will take complaint #8 and Nate will take complaint #9.

- B) Rene stated the Town Clerk has received a petition to have a revote on the junk ordinance. Rene has consulted with the Town attorney. Per attorney, there are specific rules regarding ordinances and the ordinance cannot be voted on again. The Selectboard could decide to retain the ordinance (keep as is), overturn the ordinance or they could hold a non-binding advisory vote. If the Selectboard amends or overturns the ordinance, the actions could be petitioned by the voters. There was a discussion on the cost to hold a non-binding vote and how to get the word out to voters about the vote and the pros and cons to hold a vote. There was a discussion on the cost of enforcing the ordinance now that we are facing 12 complaints. It was mentioned there is a cost to holding votes when ordinances are petitioned. Rene asked the Board members how they felt about the ordinance. Dave stated he would like to keep the ordinance. It was mentioned there are flaws with the initial complaint form. Nate stated that possibly amending the ordinance, his concern is the flow chart process. It was stated the flow chart process is not part of the ordinance and can be amended. Tim talked about State law. Donna does not want to rescind the ordinance but maybe change the process. Rene did not vote. With three Board members not in favor of having a non-binding vote, there would not be a non-binding vote. Rene requested each of the Board members let the Board know what they think is wrong with the ordinance or what they think is wrong with the process.
- C) Rene stated per Town attorney's recommendation, the Junk Motor Vehicle Date of Discovery should be 90 days from the Investigative Officials inspection.

D) Investigative Official Reports

- 1) Tim gave an update on Complaint #1. Tim met with the property owner. One vehicle left on the property is not registered. The property owner is cleaning up the property. Tim will visit the property again. Tim stated the property owner did not receive clarification on sections of the Investigative Officials report.
- 2) Dave gave an update on Complaint #3. Dave stated the only issue he had was the old car that is in the Town's right-of-way. Donna recused herself from participating. The backhoe is not an issue so it will be removed from the Investigative Officials report. The property owner talked with the Board regarding the complaint. The property owner has been cleaning up the property. The Board acknowledged the work the property owner has been doing in cleaning up his property. The Board agreed to give the property owner until November 1st to remove or screen the old car and an old axle with tires.

9. Other Business – none

10. Executive Session - Personnel Issue - Donna moved to go into executive session with an invitation to have Tammy join them. The motion was seconded and passed with all ayes. The Board entered executive session at 10:29 p.m. The Board exited at 10:43 p.m.

Dave will follow up with the person who applied for the highway position.

With no further business to discuss, the meeting adjourned at 10:43 p.m.

Tammy Legacy, Selectboard Assistant
Approved on September 16, 2024