

ROXBURY SELECTBOARD MEETING
MINUTES OF JANUARY 21, 2025
6:32 PM – 11:01PM
COMMUNITY HALL

MEMBERS PRESENT: Chair Rene Bouchard, Nate Donahue, Donna French and Vice-Chair Tim Martin (remotely) – Jeremy Reed

STAFF PRESENT: Tammy Legacy

PUBLIC PRESENT: Tom Frazier, Walter French and Heather Holter

1. Rene Bouchard called the meeting to order at 6:32 p.m. Rene informed all about the rules of the meetings.
2. The Board will go into a quick executive session for evaluation of public office. Rene moved to go into executive session for evaluation of public office with invitation to Jeremy Reed to join them. The motion was seconded and passed 4 to 0. At this time, Nate Donahue recused himself from this portion of meeting. The Board entered executive session at 6:35 p.m. and exited at 6:45. No action taken.

Rene mentioned the Board had entered executive to discuss filling seat vacated by Dave McShane as Selectperson.

3. Additions/Deletions to the Agenda – Nate suggested deleting RVS but Rene said there were things to discuss.
4. Appointment of Selectperson – Tim moved to appoint Jeremy Reed for Dave McShane's position. The motion was seconded This appointment expires on March 4, 2025. The motion passed 3 in favor, 0 not in favor and Nate abstained. Town Clerk, Tammy Legacy gave Jeremy the Oath of Office.
5. Public
 - A) Heather Holter requested the Board add a late submitted article to the warning for Roots in the amount of \$1,500. The Board will discuss and decide at their next meeting.
6. Financial Report
 - A) The Board reviewed the minutes. Nate moved to approve the minutes as amended. The motion was seconded and passed 4 in favor, 0 not in favor, and Jeremy abstaining.
7. Road Commissioner's Report
 - A) Rene stated he had spoken to road foreman, Loren Bent. The 2021 International Truck is not fixed, still waiting for parts. The Grader has new batteries. Loren is still waiting on Allegiance to give quote for a new International Truck.
 - B) Roads are good, road crew are plowing and sanding. Loren is concerned the sand pile is getting low.
 - C) Acting Road Commissioner appointment discussed. Discussion on whether to pay a Road Commissioner. Deadline for submitting a letter of interest to be Road Commissioner is Thursday, January 23rd. Nate and Donna suggested not

appointing a Road Commissioner until the next meeting. Discussion on West Hill Road Grant. Rene will continue to be Acting Road Commissioner until January 27th meeting.

8. Financial Report

- A) The Board reviewed the orders. Donna moved to accept financial orders as submitted. The motion was seconded and passed 5 to 0.
- B) Tammy informed the Board the Town received two payments from FEMA in the amounts of \$45,317.30 and \$16,331.30.
- C) Tammy informed the Board the State has offered incremental payments to cover FEMA's share for large projects. Nate moved to authorize Tammy to expedite project for Tenney Road Bridge with Dept of Safety and give them whatever they need. The motion was seconded and passed 5 to 0.

9. Unfinished Business

- A) Discussion on Roxbury Village School –Rene stated he has been trying to meet with Little Sunshine Daycare. The Board received a letter from Library regarding the tax implication on Town properties. Rene is working on their request. The Board discussed having handouts for voters with the Town Report or inserted in Town Report. Tim stated he hopes the fire department will be able to deliver the reports again, it is good training. Tammy let Tim know that the Auditors were interested in having the fire department deliver the reports.
- B) Nate talked about the VCRD meeting. He thought it was beneficial. He mentioned VCRD's plans. The Town needs to provide one meal for the public and VCRD will provide two. Childcare will be provided. Nate would like the Selectboard to approve paying for the meal. It was suggested having pizza or subs. VCRD does not charge the town. They estimate about 100 residents would attend. February 18th is the date of the dinner. Tom Frazier mentioned he had attended the meeting too and praised the facilitators. He wondered if the dinner started earlier then the parents picking up the kids from the afterschool program would stay. VCRD will advertise the dinner. Heather Holter mentioned the report that comes from the program will show what the town wants to see happen. Nate will bring a budgetary plan on providing the meal to the Board.

10. New Business

- A) Town Garage Committee – Rene submitted a Town Garage Committee Report. Rene would like to have the committee small. Dave McShane had spoken to Gerry D'Amico about helping, Gerry is willing. Rene hoped to have two members from the public and one member from the Selectboard with subcommittees. The committee would report to the Selectboard once a month. The committee should talk to the road crew about their needs and wants. Rene mentioned what other towns have paid for a new garage. The Board may need to hire an architect. Walter French and Steve Twombly have told Rene they are interested in being on the committee. Tom Frazer stated he was interested too. Rene stated it would be an open meeting with public participation. An evaluation of the building had been done and it was not good. Jeremy was concerned that a three-person committee would make it difficult to speak since a quorum is two. The Board discussed three or five person

committee. The Board decided a five-person committee with 3 from the public and two from the Board. Jeremy Reed offered to be on the committee. Rene stated the committee will be Jeremy Reed and Tim Martin from the Board and Steve Twombly, Walter French and Gerry D'Amico from the public. Nate moved to make the Town Garage Committee. The motion was seconded and passed 5 to 0.

- B) Rene mentioned posting a notice prior to the end of February/early March about annual appointments. Tammy stated that a notice does get posted and she does call people to see if they are still interested in their position.
- C) The Board discussed the annual Selectboard Report. Rene will submit a final version of the report to Tammy to be included in the Town Report.
- D) A new unfunded mandate has become law on ethics. The Town currently has a Conflict of Interest Policy which came from a VLCT model. Rene has spoken to VLCT about the new law. Rene will contact the Town attorney. The Town is required to appoint a liaison. Donna offered to be the liaison. Jeremy moved to appoint Donna the liaison with the State's Ethics Commission. The motion passed 3 in favor, 0 not in favor and Donna abstaining.
- E) The Board discussed purchasing a new laptop for the Town Officials to use when holding their meetings. The total cost is \$2,075. Jeremy moved to have Tammy sign off on new laptop. The motion was seconded and passed 5 to 0.

11. Other Business

- A) The Board discussed income. The Board discussed the Cemetery Restoration line item. Jack Cashman would like the Board to combine the annual budgeted amount with the article that is voted on separately. He would like \$7,000 to be in the general government budget. Nate moved to add the additional \$4,500 to the budget instead of putting it as an article on the Town Warning. The motion was seconded and passed 5 to 0. The Board discussed whether to increase the July 4th Festivities amount on the warning to \$1,500. Nate moved to give the \$1,500 for the 4th of July parade with remaining to go back to the general budget. The motion was seconded and passed 5 to 0. Nate mentioned the budget was reduced.
- B) Tom talked about the school budget not including the afterschool program in Roxbury. The proposed budget is comparable to what it was when Roxbury was open. Nate stated he had spoken to Libby (Superintendent) and she did not indicate the program was ending.
- C) Heather Holter asked about adding the Roots article to the Town Warning. Rene asked her to send an email with the proposed article to Tammy.
- D) Rene stated the next meeting is Monday, January 27th at 6:30 to discuss the warning and any other business that needs to be discussed.
- E) The Board discussed the warning. Rene mentioned the articles regarding bridges and guardrails and having any excess funds put in the reserve funds.

12. Executive Session – Nate moved to enter executive session to discuss leases. The motion was seconded and passed 5 to 0. The Board entered executive session at 9:36 p.m. The Board exited at 11:01 p.m. No action taken.

With no further business to discuss, the meeting adjourned at 11:01 p.m.

Selectboard Assistant

Approved on February 3, 2025