

ROXBURY SELECTBOARD MEETING  
MINUTES OF JULY 21, 2025  
6:30PM – 10:33PM  
COMMUNITY HALL

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

STAFF PRESENT: Tammy Legacy

PUBLIC: Elizabeth Carney, Dotti Guiffre, Donna Gerdes, Mark Gerdes, Ed Carney, Jack Cashman, Casimir Vaicaitis, Wendy Cashman, Ben Pincus, Jane Pincus, Heidi Albright, Claire Chomentowski, Misse Axelrod, Kim Martin, Heather Holter, Tom Frazier, Don Randall and Sue D'Amico

1. The meeting was called to order at 6:30 p.m.
2. Additions to the agenda – Tim wanted to add July 4<sup>th</sup> under Unfinished Business 8F, Rene wanted to add under Road Commissioner a chat about bridges in East Roxbury and under Unfinished Business the park paving in case they take action.
3. PCB & PHASE 1 ESA TESTING – Guest Dan Voisin from Stone Environmental spoke to the Board and public about the process for testing for PCB and the Phase 1 ESA (Environmental Site Assessment) testing. There was a discussion on the BRELLA Program. BRELLA is a brownfield program that offers state-wide liability protection. The Phase 1 EAS testing helps avoid potential liability for buying a property that could be contaminated. There was a discussion on uses of the building if PCB is found, whether the testing is necessary due to the age of the building which was built in 1800s with additions since. Process of the testing was discussed. There may be costs to the Town which might be covered with grants and loans. The State and Regional Planning Commissions have funding for both investigative and clean-up costs. Rene talked about the timeline for the process. It was mentioned there is nothing stopping the Town from having the building occupied now. The Board feels they are doing their due diligence to protect the Town by having the school tested. Discussion on what the building could be used for in the future. It was noted the School Board has decided not to do PCB testing but will allow the Board to do Phase 1 and wants to close (sell to Town) in September.
4. Public
  - A) Misse Axelrod talked about What's Next Roxbury. She mentioned what RVS Task Force has been doing. She asked if the Board would consider putting info on the website about both Task Force? Misse stated that she thinks it is amazing what the Board is doing and in combination with the Task Force. It may be helpful if both Board and Task Force didn't do repeated things. Nate Donahue, as a member of the public, talked about making the Task Force a formal committee. It would help with timing, information, transparency/collaboration. It was mentioned that official committees need to follow requirements of posting agendas, minutes, open to the public and record meetings. Jeremy mentioned the logistics of being an official committee and likes what What's Next Roxbury is doing. Heidi Albright said she would add the

Selectboard to the emails. RVS Task Force will come to the next meeting to present a proposal as to what kind of committee they want to be.

- B) Ed Carney presented to the Board the request to pave the park. Ed read emails supporting the park being paved. ADA requirements for parks were discussed. The current state of the walkway in the park was discussed. Ed stated he had a pledge of \$5,000 plus ARPA funds to cover cost of paving. Ed is concerned if no action is taken, it will reduce the use of the park, reduce incentives for the volunteers to work. The park should be an asset not a burden. Honeycomb mats were discussed. Claire Chomentowski talked about past experiences she has had with pushing wheel chairs on unpaved surfaces, she is thrilled with ADA laws and feels we owe it to people with disabilities. Misse Axelrod would like to have it last and feels it would be amazing to have an ADA compliant green space. Nate moved to pave the park as long as substrate is what it should be and is ADA compliant. Ed Carney wondered if Nate could be the contact person with the park. Walk way is 3 feet. Tim would like to make sure 3 feet is ADA compliant. Elizabeth Carney stated they had made sure the areas in the park were ADA compliant. She also stated the committee could go to the Town and ask for additional funds to remove stone and pave it. Jeremy stated vegetation is a concern paving on an inadequate subbase. The motion Nate made was seconded. The motion passed with 3 in favor, 1 opposed and Jeremy abstaining. Heidi Albright talked about financial concerns, budgeting funds, she encouraged the Board to think this is what the people want.

5. The Board reviewed the minutes of July 7, 11 and 14. Jeremy moved to approve minutes of July 7 as amended and 14 as submitted. The motion was seconded and passed 5 to 0. The motion was seconded and passed 5 to 0. Nate moved to approve the minutes of July 11 as submitted. The motion was seconded and passed 4-0-1, Jeremy abstained.

6. Financial Report

- A) The Board reviewed the orders. The Board talked about an issue with the mower not getting paid the first week of the month due to the timing of meetings. There was a discussion on the mower not mowing and weedwacking. It was noted that Claude has not mowed since July 2<sup>nd</sup>. Wendy Cashman requested the Village Cemetery be mowed prior to burials. Clarence Baker and Tim Martin have been mowing. Jeremy moved to have Tammy issue a check. After a discussion, Jeremy withdrew his motion. Donna moved to approve orders as submitted with three additions of Allegiance \$675.47 for truck parts, Dubois & King \$9,162.50 for Dog River Project and VLCT \$2,097.00 for annual dues. The motion was seconded and passed 5 to 0.

7. Road Commissioner's Report

- A) Tim gave an update on repairs to the equipment. The mowing machine has been repaired by Don Randall (Andrew Legacy had cut out all plates and Don Randall had welded it). The brakes on the 2018 International still need to be fixed.
- B) Roads have been mowed and graded by Andrew. There was a discussion on grading/mowing Class IV Roads, specifically, Shaw Road which is a Class IV Road.

- C) Culverts – West Hill Grant bid project went out to contractors. Culverts were discussed. Tim would like to hire Gillespie the week of August 4<sup>th</sup> to hammer two locations on Sullivan Hill Road for replacing culverts. Horner Road was mentioned. Jeremy moved for Tim to hire Gillespie the week of August 4<sup>th</sup> to install two culverts up on Sullivan Hill by using their hoe ram to remove ledge. The motion was seconded and passed 5 to 0. There is no update on the Warren Mountain Road Grant.
- D) The bridges in East Roxbury were discussed. No activity has taken place; there was a meeting to discuss the project. Equipment was dropped off. The project is still on track for a completion of end of November. There will be another meeting in two weeks.

#### 8. Unfinished Business

- A) RVS Update – Rene mentioned rumors regarding the Board wanting to sell the building. The Board had made no decisions. The consensus of the Board is to continue pursuing testing.
- B) The Board discussed the engineering quotes they received from Dubois & King, Waite Heindel and Stone Environmental. Donna moved to enter into a contract with Wait Heindel for Phase 1 ESA Assessment at school building and building inventory rooms. Jeremy seconded but voiced concern about not accepting Stone based on his performance tonight. Rene stated he was going to send a gift card to Dan as a thank you. The Board discussed the engineers. The motion passed 5 to 0.
- C) Jeremy gave an update on what is happening with the town garage. Jeremy mentioned Tabor's property. The sites the committee is looking at is original site which is preferred and would need blasting, Tabor property, Ellis property and Pearson property. The committee had looked at the Elmore new town garage. Don Randall talked about project managers for the Community Hall.
- D) Class III Road specs – Jeremy doesn't think the specs should be road specific. The Board discussed the specifications.
- E) Rene stated the Capital Fire & Mutual Aid contacts need to be updated and should be done annually.
- F) Tim talked about the use of the land between the fire station and town office on July 4<sup>th</sup> and Tammy asking Tracy Fuller about who authorized the use by vendors.

#### 9. New Business

- A) Lenny Davis completed the ICS100 Certification (Instant Command System).

#### 10. Other Business - None

- 11. Executive Session – Jeremy moved to go into executive session to discuss real estate, review RVS Purchase & Sale and Personnel – for review of job applicants. The motion was seconded and passed 5 to 0. The Board entered at 9:48 p.m. Donna moved to exit executive session. The motion was seconded and pass 5 to 0. The Board exited at 10:32 p.m. Donna moved to have Jim amend the Purchase and Sale Agreement and for Tim to schedule applicant interviews. The motion was seconded and passed 5 to 0.

With no further business to discuss, the meeting adjourned at 10:33 p.m.

Tammy Legacy, Selectboard Assistant

Approved on August 4, 2025