

**A Roxbury Selectboard Update
For Topics Addressed At Our Meeting On
September 15, 2025**

- Audits – Telling & Hilman in Middlebury Vt was selected to perform audits for fiscal year ending 30-Jun-25 (FY25) as well as fiscal year ending 30-Jun-26 (FY26). As part of the FY26 audit, Telling will be assisting with what is called a Single Audit, which includes additional FEMA required schedules. These are needed when you receive over \$750,000 in assistance in a given year. This assistance (\$2.4M+) is from the work on two bridges in East Roxbury damaged in the July 2023 flooding.
- Internal Financial Control Document – the Board reviewed options and agreed to ask that the Town Treasurer provide a one page internal financial control document for improved management reporting and statutory compliance for our next meeting on Oct 6th.
- Municipal Planning Grant – the Board elected to apply for a Planning grant to assist with the creation of an Accounting & Operations manual. This manual will include the policies and procedures that employees can follow in their day-to-day tasks. It helps ensure consistency and compliance by laying out the various steps performed for specific tasks and the personnel responsible. It would cover the accounting and operational aspects of what the Town Treasurer and Town Clerk perform on our behalf. It might also be good to include the Auditor functions too as they are involved with Bank reconciliations.
- Dog River Project II – the Board reviewed a memo submitted by Dubois & King on the estimated cost for fixing the current issues with the old Dog River Project. The waterway needs to be cleared of debris, accumulated gravel, silt and other blockages. Follow-up discussions are planned as this project should lower the water levels near the Village bringing some much needed relief to the homes along 12A with flooded basements.
- Radar Speed Signs – the Board moved to submit the State permit application for radar speed sign installations on 12A. These radar signs should help calm the high traffic speeds being seen as vehicles pass through the Roxbury Village.
- Railroad Trestle Signage – upon request, State officials recently reviewed the signage surrounding the railroad trestle south of the Village on 12A. This area has

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had many serious accidents and some fatalities. Whilst cool to adding blinking light signs, they did agree things could be improved. You should expect to see some visible changes coming soon.

- LEMP - an updated Local Emergency Management Plan was shared with the Board.
- OnSite Storage – the Board selected Bolduc's out of Middlesex VT to provide an onsite storage container. The container is needed as energy improvement work starts up next month on both the Town Office and the Community Hall / Senior Center. Sections of both buildings will need to be cleared out, much more so in the Community Hall.
- Thank you in advance to the organizations removing their items from the Community Hall/Senior Center for Oct 1st. And Thank You to the volunteers who helped the Town weather the storm of a mini-mowing crisis.

Sincerely, the Roxbury Selectboard