

ROXBURY SELECTBOARD MEETING
MINUTES OF JANUARY 20, 2026
6:30PM – 8:47PM
COMMUNITY HALL

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

STAFF PRESENT: Tammy Legacy

PUBLIC: Tom Frazier, Heather Holter and Randy Whitney

The meeting was called to order at 6:32 p.m.

1. No deletions or additions to the agenda. Nate mentioned discussing the RVS HVAC contract under RVS. The Board had approved but no formal motion was made. Dog River Project wasn't on the agenda; they will add it to the next meeting along with RVS HVAC. The Board will discuss Dog River Project under Unfinished Business.
2. Roxbury Community Hall Restoration Group – Nate will meet with the contractor and Andrew LaRosa to go through things on Thursday; they may need to scale back on some of the work. Nate had looked into the contractor's references, those he spoke with had positive things to say. The MERP Grant was discussed, specifically ADA compliance. Jeremy asked Randy Whitney, a member of the Community Hall Restoration Group, if the group would be willing to give their funds if needed. Randy stated that the funds are for the ramp and bathroom so they are willing to offer their funds which is over \$20,000.
3. Roxbury Lister's Request – Tom Frazier, Town Lister, stated they were going to ask for a new laptop but at this time they won't. Using the cloud is very expensive.
4. Public
 - A) Tom Frazier stated he wanted to make sure they don't get rid of the old kerosene pump when doing the renovation.
 - B) Heather Holter mentioned the Roots are volunteering to move the rest of the stuff in the Community Hall to the storage container.
 - C) Heather Holter, on behalf of the RVS Taskforce, talked about what has been happening. Kristen and Jillian met with Russ Bennett. The taskforce would like to get two members of the Selectboard, Planning Commission, Communications Group and Taskforce to meet on January 26th. Also mentioned was having a Community Meeting prior to Town Meeting.
 - D) Tom Frazier stated he thinks it is time for the Board to appoint an official committee. RVS is a community project. The taskforce has done a lot of work; it is time to make it official. Jeremy stated he has no objections to having an official committee. There was a discussion on renters, finances and committee.
5. The Board reviewed the minutes of January 5, 2026. Donna moved to approve the minutes of January 5 as amended. The motion was seconded and passed 4 to 0.
6. Road Commissioner's Report
 - A) Tim stated equipment is good. Road crew are handling things pretty well. Tim said Kevin said things are going fine. The road crew go home early when they come in early so they don't get burned out.

- B) The road crew are using the grader to clean up Warren Mountain Road. Roads are in as good a shape as can be. They have chains for the grader.
- C) The Board discussed the Certificate of Mileage. Nate moved to have Donna sign the mileage certificate. The motion was seconded and passed 4 to 0.

7. Financial Report

- A) The Board reviewed the orders. Invoices for the Dog River Project was mentioned. Donna moved to approve the orders as submitted. The motion was seconded and passed 4 to 0.
- B) The Town received the quarterly highway payment in the amount of \$18,254.03.
- C) Tammy mentioned the CD is maturing on February 25th. The Board discussed whether to renew the CD. It was decided the Board would put \$93,000 from the Highway Equipment Fund, \$60,000 from the Municipal Building Fund and \$45,000 from the Town Garage Reserve Fund into a CD. The CD would be for 6 months. The total amount of CD is \$198,000.

8. Unfinished Business

- A) RVS – Things are moving slowly. Jeremy is meeting with Libby, the Superintendent, on Friday. The school wants to discuss the afterschool program details before closing. A MOU was mentioned for leasing the building. Tom Frazier mentioned the need to have a “free phone” at the school to help people. Jeremy mentioned TDS had to be postponed. Jeremy will call TDS when they are ready, it should take about four days to have things working. Heather Holter asked if there is a projected date if all goes well. Tim wants the keys changed as soon as the Town owns the building. Jeremy stated there would also be badges.
- B) Dog River Maintenance budget adjustment with Dubois & King for \$6,500 to finish the contract plans and get the permits. The Board discussed funding opportunities like the Northern Borders Regional Commission. It has a 20% share. Also mentioned was Vtrans Better Roads, FEMA and Flood Mitigation Assistance may have something. Permits last five years. There was a discussion on grants.

9. New Business

- A) The Board discussed the 2025 CLA/COD. The CLA is 66.67% and the COD is 21.17%. Tom Frazier stated Roxbury has so few sales. Tom said a COD above 20% would require a town-wide reappraisal. The last reappraisal was in 2022. There was a discussion.
- B) School Tax Rate was discussed under 2025 CLA/COD.
- C) The Board received one letter of interest for the E911 Coordinator and that was from Andy Apgar. Donna moved to appoint Andy Apgar as E911 Coordinator. The motion was seconded and passed 4 to 0. No letter of interest for the Mountain Alliance Representative position.
- D) The Town’s website is now a .gov. The cost of .gov emails for the Board was mentioned. Tammy is getting a quote.
- E) Tammy stated there is a tax sale on February 26. There are three parcels going up for tax sale.

10. 2026 Town Meeting

- A) The Board discussed the draft warning and budget. Heather Holter mentioned Roots decided not to ask for funds this year. Nate moved to approve as amended. The motion seconded and passed with all ayes. Donna moved to add articles to the Town Meeting Warning to allow the Selectboard to lease RVS as worded by

the Town Attorney. The motion was seconded and passed 4 to 0. Tim moved to add the 2nd article to warning to request the Building Repair Fund to be the Building Repair and Maintenance Fund. The motion was seconded and passed with all ayes. Nate and Jeremy are working on the Selectboard Report.

11. Other Business- none

With no further business to discuss, the meeting adjourned at 8:47 p.m.

Tammy Legacy, Selectboard Assistant
Approved on _____

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