

ROXBURY SELECTBOARD MEETING
MINUTES OF MARCH 16, 2026
6:30PM – 8:57PM
ROXBURY VILLAGE SCHOOL

MEMBERS PRESENT: Chair Jeremy Reed, Vice-Chair Donna French, Nate Donahue, Tim Martin and Heather Holter (remotely)

STAFF PRESENT: Tammy Legacy

PUBLIC: Judy Lusk, Tom Frazier, Kristen Getler and Nick Laskovski (remotely)

1. The meeting was called to order at 6:30 p.m. Jeremy reminded everyone of the rules of the meeting.
2. Organization of the Board – Nate moved to make Jeremy the Chair. The motion was seconded and passed 5 to 0. Nate moved to make Donna Vice-Chair. The motion was seconded and passed 5 to 0.
3. No deletions but Tim would like to add Green-Up Day which will be under New Business. Donna wanted to thank Tammy for all that she has done with RVS. Jeremy also wanted to thank Tom Frazier for helping with Tech Group, Bob Ketchel helping with lights and Jim Rogler for helping with TDS.
4. Public
 - A) RVS Task Force Updates – Kristen Getler stated they are having a meeting on Wednesday and will work on the 2nd draft. The task force thinks a seven-member committee would be best, they envision having a Selectboard member on the committee, that person could be an ex-officio, non-voting member. They would like to focus on maintenance of the building for now. Communication and sharing info are important. A priority is financial status – rental income. Tom Frazier talked about income and square footage and mentioned the history of the Town Hall. Judy Lusk talked about renting the building and wondered about meeting space. Kristen Getler mentioned a bill at the Legislature about funding school closures and financial support to Towns to help with process. Jeremy gave an update on utilities. The internet is working, fire extinguishers have been maintained and they have not been able to reach Johnson Controls. They will be reaching out to Temperature Control of Vermont (TCV) on the control system. Kristen mentioned the Town's Purchasing Policy and the limitations to committee. Jeremy said the Board will review the Purchasing Policy. Tim mentioned the fire suppression unit would need to be serviced every six months. He is not sure if that is a requirement for schools or for public buildings with a kitchen. There was a discussion about phones and fire systems. Heather spoke about the VCRG. If an official committee is formed, there may be technical assistance available. Tom would like the support of the Board if the committee applies for grants. Heather mentioned the goals of the RVS committee. They will work on the revision and submit to the Board this weekend for the Board to review.
5. The Board reviewed the minutes of February 21 and March 2, 2026. Donna moved to approve minutes of February 21st as submitted and the minutes of March 2nd as amended. The motion was seconded and passed 5 to 0.

5. Road Commissioner's Report

- A) Tim stated equipment is in good order. Kevin is getting prices for grader tires. Tim mentioned he received a copy of the State contract and gave it to Kevin to look over.
- B) Roads are in pretty good shape; some grading is being done. They have not used any stone yet.
- C) Municipal Grants-In-Aid Grant was discussed. Possibly using the grant at the end of Steele Hill. Discussion of process of receiving grants. Still finishing up the grant on Warren Mountain Road. Donna moved to appoint Tim and have him sign Letter of Intent for the Grants-in Aid Program. The motion was seconded and passed 5 to 0.
- D) Class 2 Paving Grant was discussed. It would be used on Warren Mountain Road and requires a 10% match. Possible milling 1 ½ inches, fill potholes and then pave 1 ½ inches. Board discussed working on one lane of road.

6. Financial Report

- A) The Board reviewed the orders. Donna moved to accept orders as submitted and add Desorcie for \$1,612.50 for Fire Department equipment. The motion was seconded and passed 5 to 0.
- B) Tammy submitted the annual Certificate of Financial Actions to the Board. This is a summary of financial actions from Town Meeting.
- C) Tammy mentioned the Town received \$30,779 in reimbursement from the Wastewater Project. There was a discussion on project.

7. Unfinished Business

A) RVS Items

- 1) Janitorial Services were discussed. The Board have three interested people to clean the school. Nate moved for Allister so long as his reference checks out. Nate explained why he chose Allister. The motion was seconded. The motion passed 5 to 0.
- 2) Mowing Bids – Donna and Tim met with the three Cemetery Commissioners along with Clarence Baker and Mark Gerdes. They worked on revising the cemetery mowing schedules. It was suggested they mow once in May, two times in June and July and one in August and September for the Village Cemetery. Clarence offered to mow the Flats Cemetery. The First Settlers Cemetery would be mowed once a month which is five mows. Having Ladd Road mowed by volunteers if possible. Sue Nevins and Carlos Montero offered to mow Orcutt and West Hill Cemeteries. Winch Hill would be mowed by volunteers as needed. Tammy will send the bid documents to Donna for her to edit. Cemeteries were discussed. Tim would like more info on the reserve funds that the Cemetery Commissioners' have control of. He also mentioned other reserve funds have restrictions on them and felt it would be a good idea if the Board knew more.

8. New Business

- A) Nick Laskovsi, Roxbury's Energy Coordinator, submitted information about GMP's Energy Storage Program. This program would be through Catamount Solar. There would be a one-time annual cost of \$5,500 per building or \$55 per month per building. There was a discussion of where this program is necessary for the Town since the Town Office and School have generators. When the power goes out, the Fire Department and the Town Garage have portable generators they can

use if necessary. Jeremy, Tim and Nate didn't think the program was necessary. Heather wondered if this opportunity would come around again. Nick did not know. The Board told Nick they appreciated Nick bringing this information to them but doesn't feel this program is necessary at this time. Nick did think the Fire Department would benefit from the program because no one would have to think about generator maintenance, loss of power and loss of internet. Solar panels at the school were discussed. The 30% Federal Tax Credit expired for residents but it is still alive for non-profits and municipalities. It was also mentioned the solar tax credit for the solar panels on the Fire Station. The Board did not want to miss out on getting the tax credit. The Board and RVS committee may look into solar panels, put out an RFP and get quotes. This could help with the electric bill. Tammy will contact the accountant for an update on the solar tax credit for the Fire Station.

- B) There will be a Household Hazardous Waste Collection Event on Saturday, April 18th at the Randolph Transfer Station and on Saturday, September 26 at the Northfield Fire Station. Hours are 8 am to noon.
- C) The Board worked on the annual appointments.

Emergency Management Director – Lenny Davis
Regional Planning Commissioner – Jerry D'Amico
Roxbury Planning Commissioner – Mike French
Roxbury Planning Commissioner – Heidi Albright
E-911 Coordinator – Andy Apgar
CV Internet Representative – Tim Sullivan
CV Transportation Representative – Jerry D'Amico
Energy Coordinator – Nick Laskovski
Green-Up Day Coordinators – Claire Chomentowski
Kim Copeland
Tree Warden – Jeremy Reed
Chairman of Civil Defense – Steve Twombly

The Board discussed the Animal Control Officer and Mountain Alliance Representative. Tammy will advertise these two positions again. The Board discussed the position of Road Commissioner. Tim stated he did not want to be Road Commissioner. The Board considered appointing Kevin Hewitt, the road foreman, to the position. The Board decided to have Tim talk to Kevin to see if he has any interest in being Road Commissioner. If he has no interest in the position, the position will be posted again. There are two positions for Town Auditor that will be advertised too.

Donna moved to approve the slate of appointments as noted. The motion was seconded and passed 5 to 0.

- D) The Board discussing the posting locations. Tammy suggested not using the store again, the notices are really large and take a lot of room. She suggested they go back to using the school but it would be nice if the posting board was moved to the front door so that people could see it. The Board had no issue with that. Donna moved our designated posting locations are Town Office, Board on Steele Hill Road, Bull Run Road, Post Office and Town Hall. The motion was seconded and passed 5 to 0.
- E) Green-Up Day tires were discussed. Tim mentioned Neighbors Helping Neighbors helping again this year. The cost for car and light truck tires would be \$3 each for the first 8 tires and after that it would be \$4 per tire. Neighbors Helping Neighbors

would pay the \$1 per tire up to 8 per household. The Board discussed possibly having a fall green-up day.

9. Other Business

- A) Tammy mentioned she is working on the audit that the Selectboard contracted for, it is different than previous years. Tammy has to send everything electronically to the audit firm. Tammy is also going through an audit on the excise tax that Town receives funds for.

With no further business to discuss, the meeting adjourned at 8:57 p.m.

Tammy Legacy, Selectboard Assistant
Approved on April 6, 2026