

ROXBURY SELECTBOARD MEETING  
MINUTES OF APRIL 23, 2026  
6:30PM – 7:55PM  
ROXBURY VILLAGE SCHOOL

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

STAFF PRESENT: Tammy Legacy

PUBLIC: Ed Carney, Don Randall, Jim Rogler, Judy Lusk, Elizabeth Carney, Dottie Guiffre, Heidi Albright and Nina Fenn

1. The meeting was called to order at 6:30 p.m.
2. No additions to the agenda but Jeremy deleted Town Garage Proposals.
3. Park Committee's Request – Ed Carney presented a resolution to the park path. The committee had thought it would be paved last summer. There were weed issues in the path. Ed stated Trent Tucker is willing to dig 12 inches, put in 8 inches of base and 4 inches of stay mat, then compact it. He feels that would make it ADA compliant, keep the same configuration and they would use leaf blowers to keep the grass off the path. Mowing the park was mentioned. Ed also mentioned using an herbicide, Spruce, which is pet and children friendly, to keep the weeds away. The cost would be \$5,000 and there is \$7,576.09 in the Park Fund. Dottie Guiffre, a member of the Park Committee, opposed the proposal, she would like to have it paved. Jeremy stated he has no issues with the proposal, if paved, heaving could be a problem. A quorum of the Park Committee was in favor of Ed's proposal but not the full Park Committee. Ed stated Friends of the Park would financially cover what isn't covered. Dottie would like to finish the project – having it paved. There was a discussion on the project and future paving. Dottie mentioned an elderly lady having issues getting around, she would like to have a paved walkway like the sidewalk. Ed will get new quotes. Heidi Albright mentioned she is not a fan of pavement and applauds the committee trying to get an ADA compliant sidewalk. It was mentioned the Planning Commission had not discussed paving.
4. Public
  - A) RVS Task Force Updates – Kristen Getler mentioned the task force met last week. They are developing a plan. Highlights are a marketing plan and an Open House.
  - B) Don Randall asked about the speed signs. Nate said they had been ordered and have arrived. Tim said he had talked to Kevin, they are marked out and Dig Safe needs to come out. The State needs to check too.
  - C) Heidi Albright, member of the Planning Commission, mentioned there is not enough traffic in Town to do crosswalks. Possibly getting Pedestrian Signs.
  - D) Donna asked about reflectors. Jeremy mentioned there are requirements for reflectors.
  - E) A request to move up the RVS topic – no objection.
  - F) Judy Lusk talked about speed signs. During heavy rains, the Oxbow Road sustained damaged in places. It is on the Class III portion between West Hill Road and Rabtoy Road. She feels it is a problematic spot with culvert. Nate thought the culvert may be one that Loren was planning on changing. Judy suggested something be put up to warn people of the danger.

- G) Nina Porcelli Fenn mentioned she had written a letter to the Board regarding Act 181. Jeremy talked about the Public Announcement on Act 181. Two portions have been repealed and the Legislature is addressing the People's concerns.

9. Old Business

A) RVS Items

- 1) Green-Up Day Event - Jim Rogler talked about Green-Up Day and putting up posters. There will be an Open House at RVS and possibly changing the name. There will be food and Ben & Jerry's ice cream. Jim mentioned he had met with a property manager who manages condos, rentals and commercials. This manager would be responsible for dealing with issues concerning the building and getting the building rented. He really liked the area and green space. It was mentioned that Nate and Jim had reached out to other property managers. This man will send a proposal. Heidi Albright mentioned the Library will have their book sale at RVS. They have been going through the books left in the RVS Library; there are boxes and boxes of books, the books will be put in the book sale.
  - 2) No Update on the Property Survey
  - 3) RVS/Town Hall Building Committee Description, Members and Keys – There was a discussion on the committee description. Donna moved to accept the Committee Charter as modified by Jim. The motion was seconded. Jeremy would like to revise the Town's Purchasing Policy. There was a discussion on Purchasing Policy. Tim was concerned about the \$10,000 total expenditures. Discussion on expenditures and committee/board responsibilities and leases. Jeremy amended the proposed charter. Donna revised her motion to accept the Committee Charter as amended by Jim and Jeremy. The motion was seconded and passed 5 to 0. The Board received a list of 6 members of the public that would like to be on the new committee. They are Kristen Getler, Heather Holter, Heidi Albright, Tom Frazier, Jim Rogler and Judy Lusk. Donna moved to appoint Kristen Getler, Heather Holter, Heidi Albright to 3-year terms, Tom Frazier, Jim Rogler to 2-year term and Judy Lusk to 1 year term and a vacancy of a 1-year term. The motion was seconded. The motion passed with 3 in favor, 1 opposed and 1 abstained (Heather). Tammy mentioned she needed clarification on who gets keys to RVS. The six committee members will along with Roux Electric with a hard key, Clarence Baker, Gillespie's and the Library.
- B) Donna is working on the LEMP, it will be added to the agenda for the next meeting.
- C) The firm the Town hired for the audit sent an email to the Town stating they are not equipped to perform audits on the modified cash basis. There are options for the Board to consider. Tammy will talk to other Treasurers for audit recommendations.
- D) As Jim Rogler left, he commented it was nice to have a positive Selectboard.
5. The Board reviewed the minutes of April 6 and 7, 2026. Heather moved to approve April 6 and April 7 minutes. The motion was seconded. Nate commented that he thought the meeting of April 7 was very productive. Tim mentioned grants. The motion passed 5 to 0.
6. Tim moved to appoint Kevin Hewitt to Road Commissioner. The motion was seconded and passed 5 to 0.

7. Road Commissioner's Report

- A) Kevin would like to go to 4 ten-hour days. No objections.
- B) Jeremy will tell Kevin about Oxbow Road. Tim mentioned part of Oxbow Road is a Class IV.
- C) It is too late to apply for a BRIC grant this year. Discussion on Premo Road Bridge.
- D) Aimee Rutledge is working on the Dog River Project – stream alteration permit.
- E) Nate moved to sign the Financial Plan and Road and Bridge Standards. The motion was seconded and passed 5 to 0.

8. Financial Report

- A) The Board reviewed the orders. Jeremy mentioned Otter Creek and the percentage of completion. Donna moved to accept orders as amended with additions of M&T for \$56.27 and APWA for \$20.00. The motion was seconded and passed 5 to 0.
- B) Tammy mentioned the Town received their quarterly highway payment in the amount of \$18,254.03.

10. New Business

- A) Nate moved to approve the Tobacco & Liquor Licenses for Roxbury Country Store. The motion was seconded and passed 4-0-1 (Donna abstained).

11. Other Business

- A) Donna welcomed Jeremy back and Jeremy thanked Donna for doing a good job. (Jeremy attended last few meetings remotely and Donna was acting Chair)
- B) Tim talked about Green-up Day. Board members will be there to help. Tire hours are 8am to noon. Neighbors helping Neighbors are donating funds to offset tires. Nate will reach out to Roger Thomas regarding East Roxbury. Steve Martin is all set in East Roxbury. Eric Davis is not sure yet if he will have a dumpster due to no truck. Tim stated he could possibly help with that. Clarence Baker will have a trailer for metal. Casella will send their rates for the dumpster.

With no further business to discuss, the meeting adjourned at 8:36 p.m.

Tammy Legacy, Selectboard Assistant  
Approved on May 4, 2026