

ROXBURY SELECTBOARD MEETING  
MINUTES OF MAY 4, 2026  
6:30PM – 7:46PM  
ROXBURY VILLAGE SCHOOL

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

STAFF PRESENT: Tammy Legacy

PUBLIC: Ed Carney, Elizabeth Carney, Tom Frazier and Dave Santi

1. The meeting was called to order at 6:30 p.m.
2. No additions or deletions to the agenda.
3. Park Committee's Request – Ed Carney presented another solution to the park path. Ed stated the Park Committee met, there was a quorum of three and the Board voted to request the Board to approve the following:
  1. Remove & dispose of existing stone
  2. Excavate & remove to a depth of 16 inches
  3. Lay a fabric barrier
  4. Fill first 12 inches with coarse stone
  5. Lay a second layer of fabric on top of stone
  6. Add 4 inches of stay mat
  7. Compact stone to make it ADA compliant

Ed is still researching Spruce weed killer. The Park Committee unanimously approved sending the quote to the Board. There was a discussion. Donna moved to approve Park Committee's request as modified noting drainable material in #4. The motion was seconded and passed 5 to 0. The cost is \$5,000.

4. Public
  - A) Tom Frazier asked why Dottie Guiffre was upset at the last meeting. It was noted it was because she was upset with the Park Committee's request.
5. The Board reviewed the minutes of April 23, 2026. Donna moved to approve the minutes as amended. The motion was seconded and passed 5 to 0.
6. RVS Committee Report – Heather spoke on behalf of the committee. The committee officially formed on May 1<sup>st</sup>. They have not yet met. On Green-Up Day, there was a book sale at RVS along with volunteers cleaning up, giving tours of the building. Their first meeting is on May 6. They will create a schedule and plan to have the meetings on opposite weeks of the Selectboard meetings. Tim mentioned Clarence Baker and his duties cleaning the school. The committee will work with Clarence on his duties and hours.
7. Highway Report
  - A) Jeremy reported that Kevin would like to rent an excavator to do some ditch work. Nate and Tim suggested Kevin talk to Gillespie about moving the excavator to different locations. The Board discussed the request. Tim suggested Kevin put a package together. Jeremy will follow-up with Kevin.

- B) Tim talked about speed signs on the roads. The Board discussed locations. The Board will follow-up with Kevin.

8. Financial Report

- A) The Board reviewed the orders. It was noted the fire truck got stuck, tow truck charge on the orders. Donna moved to approve the orders as submitted and to add Roxbury Country Store for \$2,920.26. The motion was seconded and passed 5 to 0.
- B) Tammy mentioned the Town received \$5,032.00 for FY26 Pilot Reappraisal and \$961.50 for quarterly traffic fines.
- C) Tammy asked the Board where the \$25,000.00 increase in highway budget for upcoming year will go. Jeremy stated to put it under payroll.

9. Old Business

- A) The Board reviewed the LEMP submitted by Donna. Nate moved to adopt annual LEMP. The motion was seconded and passed 5 to 0.
- B) Audit Update – Tammy will meet with VLCT to discuss the email from accountant.

10. New Business

- A) The Board received a request to be on the RVS Committee from Bob Ketchel. Heather said she had talked to him. It would be a one-year term. Nate had also spoken to Bob. Nate moved to appoint Bob to RVS Committee. The motion was seconded and passed 5 to 0.

- B) The Town received 3 bids for mowing Town properties and 3 bids for mowing cemeteries.

Town Properties

S&C Lawn Services	\$ 5,500
Gardner & Sons Professional	\$12,000
BTC Property Services	\$ 3,795

Cemeteries

S&C Lawn Services	\$ 5,000
Gardner & Sons Professional	\$16,000
BTC Property Services	\$ 8,550

The Board discussed the bids. Donna moved to accept bids from S&C. There was a discussion. The motion was seconded and passed 5 to 0.

- C) The Board received four RFPs for Town Garage Conceptual Design. Jeremy would like the Town Garage Committee to review the RFPs and submit a recommendation to the Board. By consensus, the Board approved Jeremy's suggestion. The Board will make a decision at the next meeting and then notify the bidders.

11. Other Business

- A) Dave Santi spoke to the Board about his health issues and some concerns that he has.

With no further business to discuss, the meeting adjourned at 7:46 p.m.

Tammy Legacy, Selectboard Assistant  
Approved on May 18, 2026