ROXBURY SELECTBOARD MEETING
MINUTES OF JUNE 1, 2026
6:30PM – 8:31PM
FORMER ROXBURY VILLAGE SCHOOL

MEMBERS PRESENT: Chair Jeremy Reed, Vice-Chair Donna French, Nate Donahue, Heather Holter and Tim Martin
STAFF PRESENT: Tammy Legacy, Kevin Hewitt (remotely)
PUBLIC: Tom Frazier

1. The meeting was called to order at 6:30 p.m.

2. No deletions to the agenda but Nate asked to move the Highway Report earlier in meeting and Heather wanted to talk about Casella which will be taken up under Other Business.

6. Highway Report
   A) Kevin and the Board talked about getting a third highway person. A third person would be used all the time, when doing culverts a third guy is helpful. Costs to having a third person was discussed. Jeremy asked Kevin if he would want to rent an excavator if he didn't have a third person. It was noted that he could possibly hire a per diem guy or hire a truck. Kevin wasn't opposed to holding off. Donna asked if he had a candidate in mind. Kevin said not really but he has been asking around. There was a discussion on time frame for signing up a person for a CDL class. Casella class cost $2,500 and Barre School cost $3,000. A medical card is required. Heather mentioned the vote taken at Town Meeting. Nate talked about the increase in costs like diesel. There was more discussion on hiring a third guy whether per diem or full-time. There was a discussion on posting a notice. Tammy will work with Kevin and post on FPF, VLCT and DOL. Employee benefits were mentioned.
   B) Tim mentioned the temporary beams the Town had rented for Ladd Road. The beams are at the Town Garage right now. Daniels was supposed to pickup the expense of the rental after a certain date. Guardrails were mentioned, Danials and the Town may split the cost of the change.
   C) Renting an excavator was tabled.

3. Public - none

5. RVS Committee Report – Kristen Getler stated the committee is getting up to speed with building and building systems. They met with Andrew LaRosa. Judy Lusk and Tom Frazier are going through all the keys. Kristen discussed the Fire Marshall/change of owner/change of use. Sprinkling system may be required; the old school was grandfathered in. A Facility Maintenance Plan was mentioned. Financial Reports were mentioned. Fire alarm doesn't go anywhere. Bob Ketchel has been working at the school. The public well mentioned and the required testing. Jim Rogler is connecting with a property maintenance company regarding potential renters and future use of building. They have connected with Libby and Casey about next year's afterschool program. Insurance policy was mentioned. The committee may have a retreat which would be funded by VCRD. Their next meeting is June 10th. Jeremy mentioned the

Board is taking on the purchasing policy, keep it separate policy as related to RVS and thanked them for all they've been doing. The committee has been going through the binders that were left by MRSD and Libby has been sending them info that they request. An alarm is still going off but no one is sure what it is. Tom Frazier mentioned mowing. Tom mentioned an above ground fuel tank. Nate stated it would need to be on a concrete pad with roof over it. It would be a different kind of fuel. Frost heaves were mentioned. Tom would like the committee to commit to taking the old tank out, it is a 500-gallon tank. Finances were mentioned. There was a discussion on Clarence Baker's payroll, duties and future work. There was a discussion on the trash and recycling dumpsters. They were filled and overflowing. Bears got in them. Who use the dumpsters were discussed. Heather will reach out to Casella. Tom asked about getting RVS into a buys plan for fuel. It was noted that Gillespie's gives municipalities a good deal. Kristen mentioned heat pumps and reducing fuel costs.

4. The Board reviewed the minutes of May 18. Nate moved to approve the minutes as amended. The motion was seconded and passed 5 to 0.

7. Financial Report
   A) The Board reviewed the orders specifically the Clear Water Filtration invoice. Donna moved to amend orders as submitted with the Heritage Restoration for $33,411 and Andrew LaRosa for $317.60. The motion was seconded and passed 5 to 0.
   B) Tammy updated the Board on the 2025/2026 taxes. $80,369.27 is what is owed as of June 1st. The amount that went delinquent in May was $100,715.71 which is lower than the last two years. As of today, the amount of delinquent taxes owed for the other years is $30,432.08.
   C) The Town received $3,550.81 for Railroad Tax.
   D) The Town received $6,750.00 for the Village Revitalization Grant which closes this grant.

8. Unfinished Business
   A) Town Garage Contract - Tim moved to contract with EH Danson and to authorize Jeremy to sign. The motion was seconded and passed 5 to 0.
   B) Engaging into an audit with Sullivan Powers was discussed. Donna moved to enter with Sullivan Powers for the audit. The motion was seconded. There was a discussion on the solar credit. Nate wills end Tammy some info. Tammy will reach out to Sullivan Powers. The motion passed 5 to 0.
   C) Jeremy stated Kat McHenry is interested in being on the ROCOR committee. Heather moved to appoint Kat McHenry. The motion was seconded and passed 5 to 0.

9. New Business
   A) The Board worked on revising the Purchasing Policy which was adopted in 2011. Donna moved that we amend the Purchasing Policy as outlined. The motion was seconded and passed 5 to 0. The main changes were increasing the dollar amount for purchases without Board approval, dollar amount which would require a bid process and recurring purchases amount that would require a bid process.

10. Other Business - Casella was discussed under RVS Report.

With no further business to discuss, the meeting adjourned at 8:31 p.m.

Tammy Legacy, Selectboard Assistant
Approved on ____________________