

ROXBURY SELECTBOARD MEETING
MINUTES OF JULY 6, 2026
6:32PM – 8:12PM
FORMER ROXBURY VILLAGE SCHOOL

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

STAFF PRESENT: Tammy Legacy

PUBLIC: Bob Ketchel, Don Randall and Kristen Getler (remotely)

1. The meeting was called to order at 6:32 p.m.
2. No additions or deletions to the agenda.
3. Public – no public comment
4. Heather moved to approve the minutes (June 15, 2026) as amended. The motion was seconded and passed 4-0-1. Tim abstained.
5. RVS Committee Report
 - A) Kristen Getler reported they have been working with the Fire Marshal on the five violations that exists with the building. The first two are the biggest concern which are about the fire alarm system and some of the inside doors. Bob Ketchel is taking the lead on the violations. The Fire Marshal allows the building to be used on a case-by-case situation. The water system which has multiple users requires monthly testing be performed. Bob stated to be in compliance with the State, monthly testing is required because MRSD stopped doing the quarterly testing. The State will reassess since it is no longer a school. The testing will be of a lesser class which is good news. Bob will be posting the required postings. Kristen said the committee is still going through the keys and are getting a quote from Lenny Davis on changing the inside keys. Kristen talked about the budget for RVS. Heidi Albright and Jim Rogler are working on a budget. Heating/cooling/dehumidifying the building was mentioned. Working on energy efficiency. Working on building management and usage. The Library had a successful book sale on July 4th. Roots had a success dinner. Roots would like to use three rooms. They are working on a lease with MRSD for afterschool program. They are working on a long-term plan. Nate mentioned the Selectboard had attempted to factor in long-term maintenance when creating the budget. Bob said they are working on a long-term plan too. Don Randall asked about solar. Bob said they are talking with Energy Coordinator.
6. Highway Report
 - A) Highway Foreman submitted a report to the Selectboard. Highlights from the report are: Equipment is good; roads are holding up; they have replaced a few culverts on Thurston Hill Road, top coated Northfield Road, Carrie Howe Road and about ¾ of Thurston Hill Road; road side mowing when they can; Warren Mountain Road will be closed the week of July 13 from 7:30am to 4:00pm to replace the culvert by the big pull off and two by Shaw Road; start thinking about replacing the

2018 International Truck; 4 road signs have come up missing over the last few weeks, new ones are ordered; borrowed West Rutland's Hot Box and will patch all holes on Steele Hill and Warren Mountain with hot mix. Culverts on Warren Mountain Road were discussed.

B) Tammy mentioned the ongoing work through the Grants-In-Aid #1109.

6. Financial Report

A) The Board reviewed the orders. Donna moved to approve the orders as submitted with additions of

VT Dept of Labor - \$78.94 for Quarterly fees

Lacal - \$450.54 for tractor repair

STTC Service Tire - \$12,059.00 for tires for Grader

Minuteman Press - \$604.87 for the Library Newsletter

Memphremagog Heat Exchangers - \$150.00 for MERP Grant

Kelley Bros - \$5,698.67 also for the MERP Grant

There was a discussion. The motion was seconded and passed 5 to 0.

B) Tammy mentioned she had to take out \$100,000 from the line-of-credit. That is a total of \$300,000. Britney is working on getting everything closed with FEMA; it could take a year to get the funds from the State.

7. Unfinished Business

A) The Fire Dept Report on equipment was tabled.

B) Nate gave an update on the Community Hall renovation. Due to the Fire Marshal and the violations with RVS and not having a full occupancy, Nate chose not to have an Open House on July 4th. The Fire Marshal is coming tomorrow to have a meeting with Andrew and Casey and Nate may be able to attend. They are getting a quote for the basement. The heat pumps had an issue with the motherboard. They are putting the ramp out to bed which would go on the south side of the building. Zonalite Trust had initially denied reimbursement for testing because we didn't pay for it (paid via the grant) but they have changed their mind and the Town will now receive approximately \$5,200. There was a discussion on where the funds go. There was a discussion on the Bolduc container the Town is renting.

C) FEMA – Balancing Change Orders, Final Total for Construction, Close-Out Reports with GPI and Daniels Construction were discussed. Donna moved to sign off on the releases and change orders. The motion was seconded and passed 5 to 0.

8. New Business

A) The Board received the Order to Reappraise. There was a discussion. Nate moved to authorize Jeremy as Chair to sign for the Dept of Taxes for reappraisal. The motion was seconded and passed 5 to 0.

B) The Listers lodged the 2026 Grand List. The Board reviewed the draft tax rate form submitted by Tammy. The actions from Town Meeting and School Tax Rate which is set by the State were discussed. There was a discussion on capital planning. Bob Ketchel, Town Lister, said the Listers are talking about changing software. Nate moved to set the Government Tax Rate at .2911 and Highway at .7407 with total of 1.0318 for the 2026/2027 year. The motion was seconded and passed 5 to 0. Tammy mentioned the School Tax Rate for Homestead at 1.5974 and Non-Residents at 1.7331.

- C) There is a new law regarding Fire Wardens. Act 162 now states the Fire Chief will be the Forest Fire Warden. The Fire Warden can appoint Deputies. Tammy stated she was just given a letter from Don Randall. Clarence Baker, Fire Chief, states in the letter that in accordance with changes to Vermont's forest fire laws resulting from the enactment of Act 162 of 2026, Clarence will now serve as Roxbury town forest fire warden. He appoints Tim Martin and Don Randall as deputy forest fire wardens to issue Burn Permits to Roxbury residents.
- D) Tammy Legacy, Town Clerk, presented the Board with the list of unlicensed dogs. There was a discussion on what to do next. There was a discussion on rabies. The Board decided to discuss again in two weeks. Tim and Heather will contact the owners of unlicensed dogs.
- E) The Board discussed the proposed 2020 Green Lantern Solar Net Metering Agreement. Jeremy gave a history to the Board. This agreement is for RVS. Roxbury's Energy Coordinator submitted an email regarding the agreement. Donna moved to sign off on the Green Lantern Net Metering. It was seconded and passed 5 to 0. The Town can bail after five years. It is three 5-year terms.

8. Other Business – None

With no further business to discuss, the meeting adjourned at 8:12 p.m.

Tammy Legacy, Selectboard Assistant
Approved on _____