ROXBURY SELECTBOARD MEETING
MINUTES OF OCTOBER 19, 2026
6:30PM – 7:40PM
ROXBURY COMMUNITY HALL

MEMBERS PRESENT: Chair Jeremy Reed, Vice-Chair Donna French, Tim Martin, Nate Donahue and Heather Holter
STAFF PRESENT: Selectboard Assistant Tammy Legacy
PUBLIC: None

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

2. Executive Session – Nate moved to go into executive session with invite to Tammy to discuss personnel. The motion was seconded and passed 5 to 0. The Board entered executive session at 6:31 p.m. Donna moved to exit executive session with no action. The motion was seconded and passed 5 to 0. The Board exited at 7:10 p.m.

3. Highway Report
   A) Road Foreman, Kevin Hewitt, had submitted his written report to the Board. Highlights of the report are: equipment is in good shape. The three large trucks have been serviced. The 2016 International's tensioner pulley on the crank belt was replaced. The 2018 International and Ford Trucks are inspected and the 2016 International goes to shop to be inspected soon. The road crew have been spending time in the shop going over the trucks to prepare them for winter. Roads are in good shape. A new culvert and some ditching done on Bull Run. Things to consider is how long it takes to get a new truck built. Kevin thinks the Board should start thinking about the next one to replace. Allied Equipment in Maine takes about 6 months to build the truck compared to 12 to 24 months at Viking and Fairfield's.

4. No additions or deletions to the agenda.

5. Public - none

6. Heather moved to accept minutes of October 5th. The motion was seconded and passed 5 to 0. At this time Heather asked to add senior lunches under Other Business.

7. Financial Report
   A) The Board reviewed the orders. The Cintas contract was discussed. Tammy has one add-on -Roxbury Country Store for diesel and gas for $1,244.86. Tim had talked to Scott (mower) for recommendations for next year's mowing. Some trees need to be trimmed and Scott enjoyed working with the Board. Donna moved to accept orders as submitted with add-on of Roxbury Country Store for $1,244.86. The Board discussed TDS invoices. The motion was seconded and passed 5 to 0.
   B) Tammy informed the Board they received $43,428.46 and $8,472.14 for MERP Grant.
   C) Tammy informed the Board they received $18,735.93 for quarterly highway payment and $1,799.23 for highway supplement payment.

10. Unfinished Business - None

DRAFT

11. New Business
    A) The Board needs to start working on the budget for 2027-2028. Tammy will print out reports for the Board. The Board decided to have special meetings to work on the budget. The dates are November 9th and November 30th.

12. Other Business
    A) Jeremy mentioned Jerry D'Amico, EH Danson and himself will have a quick meeting to discuss Town Garage.
    B) Heather mentioned she had talked to Wendy Cashman about the senior lunches on Mondays. The group would like to come back to the Community Hall. Their first lunch will be on October 26th. She is aware that construction is still going on in the building. Putting up the key box was mentioned. Tammy will make up some keys.

With no further business to discuss, the meeting adjourned at 7:40 p.m.

Tammy Legacy, Selectboard Assistant
Approved on _____

DRAFT