

ROXBURY SELECTBOARD MEETING
MINUTES OF FEBRUARY 3, 2025
6:30 PM – 9:27PM
COMMUNITY HALL

MEMBERS PRESENT: Chair Rene Bouchard, Nate Donahue, Donna French, Jeremy Reed and Vice-Chair Tim Martin (remotely)

STAFF PRESENT: Tammy Legacy

PUBLIC PRESENT: Tom Frazier, Judy Lusk, Bob Ketchel, Dave Santi, Don Randall, Claire Chomentowski and Heather Holter

1. Rene Bouchard called the meeting to order at 6:30 p.m. Rene informed all about the rules of the meetings.
2. Additions/Deletions to the Agenda – Rene wanted to add highway punch clock and Certificate of Mileage (under Road Commissioner) and executive session to discuss leases. There were no deletions.
3. Public
 - A) Don Randall spoke about fire department heater and propane units.
 - B) Dave Santi asked Jeremy Reed questions.
4. The Board reviewed the minutes. Nate moved to approve the minutes of January 8, 2025 as submitted. The motion was seconded and passed 4 in favor, 0 not in favor, and Jeremy abstaining. Jeremy moved to approve the minutes of January 21 and 27 as amended. The motion was seconded and passed 5 to 0.

At this time, Tom Frazier asked Rene why complaints for Junk Ordinance stopped. Is there a reason? Rene stated the Board got swamped and they will move on, it will be compassionate and compliant.

Bob Ketchel asked about dog licenses and rabies. Rene stated the Sheriff has visited and the next step is ticketing.

5. Road Commissioner's Report
 - A) Rene stated the road crew picked up the 2021 International Truck. Loren and Rene met with Viking representative. It will take at least 18 months to get a truck once ordered. It was mentioned some towns are ordering multiple trucks at once so it takes longer to get the truck.
 - B) Rene stated the road crew are plowing and sanding. Loren is ordering more salt.
 - C) FEMA Bridge Project – There are two bridges. Dave and Rene had spoke to Pat Travers from GPI who will give a quote for project manager. Project Manager is the FEMA term for Clerk of the Works. Jeremy will get two more quotes; the Town needs to ask at least three companies for quotes.
 - D) West Hill Road Ledge Probes – Loren reached out to Michelle Redmond from Vtrans and Jaron Borg. The Town can change the design. Test borers need to be done. The Town received a quote of \$2,700 for the project which is covered by the grant. The contractor can do it on February 25th. Jeremy moved to have Rene sign the quote. The motion was seconded and passed 5 to 0.

- E) Appointment of Road Commissioner – Jeremy moved to appoint Tim Martin as Road Commissioner until first meeting after Town Meeting. The motion was seconded and passed 4 in favor, 0 opposed and 1 abstention by Tim.
- F) The Board discussed replacing the punch clock that the road crew use. The Board will look into purchasing a new clock.
- G) The Board discussed the annual Certificate of Mileage form that is due February 10th; Dave McShane was the one who normally fills out the form. This will be added to the agenda for the next meeting. Tammy will send the Board the other reports that are due in March and the hydrological studies that she recently received.

6. Financial Report

- A) The Board reviewed the orders, discussed budget and special projects. Tim mentioned the fire department budget. Donna moved we approve the amended orders including \$216.41 to Print & Mailing Center. The motion was seconded and passed 5 to 0.

7. Unfinished Business

- A) Discussion on Roxbury Village School –Rene has no update from the Little Sunshine Daycare. The Farm & Forest School want a shorter term and different rooms. They would prefer to have the rooms currently used by Bridges. It was mentioned those rooms are pre-k/daycare certified. There was a discussion on Farm & Forest School's request for different rooms and an outside structure with fire pit. It was mentioned if those specific rooms were rented to Farm & Forest School, then the Town could consolidate the Town functions into the building and that would open those buildings up to help with village revitalization; this creates another option for voters to consider. Donna mentioned she does not think the daycare is interested in committing to the Town. Tom Frazier stated he would like the Town to look into other daycares. There was a discussion on possibilities of the Roxbury Village School building, now and in the future. Dave Santi wants it to stay as a school. There was a discussion on whether the Board would be agreeable to a 2-year contract. The Board agreed the Bridges classroom is reserved for Bridges. The Board discussed possibility of moving the door that goes into the new wing. Nate mentioned the proposed outside building is at other schools; the Board would like to see what they are like. The Board and public discussed the Town Meeting article on the school.
- B) VCRD – The Board received suggestions for the VCRD dinner for February 18th. The Board would like to give Depot Pizza the business. Nate moved to spending up to \$1,000 on VCRD dinner. The motion was seconded and passed 5 to 0.

8. New Business

- A) Vermont Gran Fondo – The Board received a request from Vermont Gran Fondo to travel through Town from Warren going south on Route 12A. There are about 50 to 70 bike riders. Jeremy moved to approve the request. The motion was seconded and passed 5 to 0. This event is on June 28th. It was noted that event proceeds will be distributed via grants to municipalities and non-profits in Addison County. The Board will ask them to consider giving

funds to Roxbury too. This request was asked of them last year, no funds received by Town.

- B) Annual Tax Map Contract was discussed. The Listers have no issues renewing the contract and the price did not go up. Donna moved we approve Cartographic's contract. The motion was seconded and passed 4 in favor, 0 opposed with 1 abstention by Jeremy.
- C) Rural Community School Alliance request – The Board discussed the alliance's request to have them join their efforts. The alliance estimates they need to raise \$50,000 to cover cost of lobbyist to help at the State House. The Board is not in favor of joining them.
- D) The Board discussed rescheduling their next meeting. The VCRD dinner is on February 18th which is their scheduled meeting. The Board decided they would have their next meeting on February 17th.
- E) The Board discussed the Town Report insert regarding the village school building. Rene will get the inserts printed. Special informational sessions will be held on February 8 and March 1st from 10 a.m. to noon at the Town Hall (village school) to discuss the non-binding articles to be discussed at Town Meeting.
- F) The Board agreed to have a special meeting in executive session with the town attorney on Monday, February 10th at 6 p.m. if the attorney is agreeable.
- G) The Board discussed audio at Town Meeting. Last year the Town was able to use Eric Sigsby's audio equipment. They would like to have four microphones, two for the Board, one for Moderator and one for the public. Tim stated the Fire Fighter's Association wants to buy similar equipment that Rene proposed with stands and two microphones. He suggested the Town purchase two microphones and the Town can use the Fire Fighter's Association's equipment. Rene suggested the Fire Fighter's Association purchase a system with four microphones and the Town could reimburse them for two microphones. The Board agreed to pay for two microphones; the microphones will be wireless.

9. Other Business – None

- 10. Nate moved to go into executive session to discuss leases. The motion was seconded and passed 5 to 0. The Board entered executive session at 8:37 p.m. The Board exited at 9:27 p.m. No action taken.

With no further business to discuss, the meeting adjourned at 9:27 p.m.

Tammy Legacy, Selectboard Assistant
Approved on February 17, 2025