

ROXBURY SELECTBOARD MEETING MINUTES  
OF MAY 19, 2025  
6:30PM-10:33PM  
COMMUNITY HALL

MEMBERS PRESENT: Chair Rene Bouchard, Vice-Chair Jeremy Reed, Donna French, Tim Martin and Nathan Donahue

PUBLIC: Walter French, Ed Dickinson, Rich & Boo Smith, Ben Pincus, John Parzych, Dotty Guiffre, Judy Lusk, Kim Martin, Arthur Smith, Mark & Donna Gerdes, Sue Nevin, Carlos Montero, Kristen Getler, Tom Frazier, Don & Carol Randall, Misse Axelrod, Nick Laskovski, Will Hansen, Liva Coe, Shelly & Jim Roux, Courtney Jenkins, Eric Wardle, Skip Martin.

- 1 . The meeting was called to order at 6:30.
2. Additions to agenda: Nate asked to add East Roxbury signage & bulletin boards to new items, and Tim asked to add gravel & summer hours to Road.
3. Public

Ben started the public discussion by sharing that Loren had confided in him his dissatisfaction with his employment with the Town. Ben feels that Loren may be ready to resign due to feeling that he has no one to voice his complaints or issues to. Ben states that Loren told him he is concerned about the safety of equipment and that he didn't feel safe at meetings openly discussing his issues. John said that we should fight to keep our employees and suggested a monthly pizza meal with the employees to have an open forum for them to talk about concerns or problems. Tom said that Loren is a hard worker and that we should consider a new road commissioner. Rich stated that prior to Town meeting the crew was happy and after the board change at town meeting, he has seen a decline in job satisfaction. Misse asked if we had a grievance policy or practice. Judy cautioned us that if we lose Loren the cost to replace would be more than the cost to try and fix his concerns. Shelly said that a lot of neighboring towns are trying to hire road crew members, and that we should commend Loren for the good work on our roads that shows when you go to Northfield. Eric said that our roads are fantastic compared to others and that we need to figure out how to keep Loren until his retirement. Kristen voiced that she hopes we are able to keep the roads in good shape for the kids and residents who have to travel on them. She also thanked the board for the public packet postings on the website. She is hoping to review the local option tax report in depth but wondered if we had pursued any other avenue for revenue. Ed asked if we had a Personnel department or committee for our employees to give input directly to. . Nate noted that we are getting a lot of word-of-mouth information yet Loren hasn't contacted any of the other members of the board to discuss. Jeremy reminded the public that there are two sides and there are parts of the process that they may not be aware of, additionally that this is a personnel issue that we cannot discuss publicly.

Arthur stated he hoped we would get back to an open forum public section where folks could openly speak their mind with no rebuttals from the board. He also hopes we can get the parade back on track and that the Board should consider a Front Porch Forum posting that all are welcome for the parade.

4. Consider approving minutes of April 21, May 5<sup>th</sup> 2025.

Jeremy moved to approve the minute of April 21, 2025 and May 5, 2025 as amended. The motion was seconded by Nate and passed 5 to 0.

5. Road Commissioner's Report

A. Equipment.

The loader repair is complete and Bellavance will be picking it up to be returned to us. Walter & Tim to check on truck brakes once they get a key to the building.

B. Road.

Some road damage in Saturday's rain storm. Messier Road had some washout and the temporary culvert on West Hill needs some work. There has been complaints about the pot holes on Steele Hill and Warren Mountain Road so Tim will ask Andrew to repair as he can. The HazMat company working on the Webster Road/Warren Mountain diesel spill reached out to Tim to see if our crew could finish the repairs with us billing them. The Board suggested we decline and have them find their own crew to complete. There was a complaint about the school bus on West Hill. Tim warned them about traveling on the road when it was posted. The Road Crew repaired the guard rails on Braintree Hill. We should consider having a per diem list of third contractors available to help with projects. Jeremy suggested we get a bid packet together for help with the West Hill project. Tim was wondering if we should consider purchasing a tamper for use instead of renting them all the time. Shelly stated that we could then bill back the project for it's use if we did that.

C. Culverts.

The West Hill culvert has been ordered. We need to find a source to match up our culverts with the state GPS map of the culvert inventory. There was some discussion about if we should bulk order some culvert inventory. Tim said that Loren indicated we should order them in June.

D. Gravel.

We need to get our Gravel & Sand Spec. ready so that we can get additional bids from Pike, Tucker, McCullough & Northeast Materials to go with the already submitted bid from Tabor. Tom said we should not use whoever Braintree has awarded their bid to as it turns greasy and messy in the rain. He also suggested we reach out to David French about the possibility of getting gravel from the Harold/Frances French property. Jeremy reminded that there is Act250 protocol that would need to be followed for a pit.

E. Summer hours.

Discussion about the Summer Hours. It leaves us empty handed on Fridays with no road crew and there was an issue last week. Maybe consider

staggering the days off or have an on-call schedule with an adjusted rate when there is something that can't wait.

#### 6) Financial Report

##### A. Review & approve orders.

Some discussion about the Allegiance bills and brake work not always being done properly. Nate moved to approve all and Tim seconded. All approved 5-0.

##### B. Approve Paving Deposit.

We chose option 1 for the Johnson Paving quote which requires a 50% deposit. Nate will relay the Village Park committee contact information to Johnson Paving to ensure cohesiveness. Nate moved to approve and Jeremy seconded. All approved 5-0.

#### 7) UNFINISHED BUSINESS

##### A ) MERP Group Report.

Nick & Nate reported about the team (Nick, Nate, Don Randall, Hannah Bryant & Kate Jackson). They have had three meetings to date. They have focused on the Town Office building so far. High points are insulation, mini-splits and windows. Nate met with Josh at Midstate to review the insulation and Andy Roux regarding the electrical panels for both buildings. They are leaning towards not replacing the windows at the Town Office building and doing a grant amendment to move those funds over to the Town Hall building. Jeremy moved that we authorize the group to get quotes for insulation, mini-splits, cellulose and spray foam for the Town Office building. Tim seconded and the motion passed 5-0.

##### B) Town Garage Update.

Jeremy reported the group has looked at four sites for a new town garage. This led the group to go back to the current property and look at the adjacent space by removing the ledge. Jeremy will be getting some quotes on the ledge work. They want to raise the grade a couple of feet using some of the crushed gravel. We could potentially use the existing building as some cold storage with minimal modifications. Tom suggested we look into getting the stone crushed on site rather than trucking it back & forth. John voiced that he still doesn't think the building needs to be replaced. Jerry is going to setup a site visit for the group to go to Elmore to review their new facility.

##### C) Local Emergency Mgmt Plan Resources.

Another update will be done and submitted to full board on June 16<sup>th</sup> for review.

##### D) Insurance Loss Control Hazard Findings.

Fire Extinguishers have been inspected. Rene is getting information on the cabinet for the garage. Nate asked who is responsible and it was shared that each facility should address their issues by the deadlines noted.

E) Community Hall Appliances.

Rene is getting quotes for new stove and refrigerator. Up to \$1700 of the cost could be covered by the MERP grant.

F) Local Options Room Tax.

Rene reviewed the law and the changes that occurred that allowed us to put a rooms tax in place. B&B's are included in the rentals along with AIRBNB & VRBO rentals. If passed the funds are paid quarterly by the State to each town with their PILOT payments. John suggested if the tax passes that we use the funds for Roxbury Roots or Neighbors helping Neighbors to give the monies back to the town residents. Jeremy moved the motion to have the selectboard take the 1<sup>st</sup> step in adopting a local option rooms tax with Nate seconding. All approved 5-0.

G) Parade Coordinator Resignation.

Tracy is reconsidering her resignation from the July 4<sup>th</sup> parade coordination. It was mentioned that there are some other town folks who would help if she wanted.

8) Town Flags.

Tim had flags installed on Friday. He is looking into getting replacement poles for them to have on hand.

9) East Roxbury Signage and bulletin board.

Nate looked at the signs in the attic. He mentioned that the bulletin boards at Steele Hill need to be relocated and spruced up. He is going to check with Ron Jerry & Mrs Jarvis about possible locations. Tim mentioned the sign may need to have "East" added to placate the residents on that side of the town.

10) Nate moved to go into Executive Session for personnel at 9:23. Jeremy seconded and all approved 5-0. Executive session ended at 10:33PM with no action taken.

11) Meeting adjourned at 10:33PM.

Donna French

Acting Clerk

Approved on June 16, 2025