

Minutes from the Roxbury Selectmen's meeting April 11, 2016

In attendance: Selectmen Gerry Davis, Tim O'Brien and Jim Rousmaniere.

The meeting opened at 7 p.m. Minutes from the meeting of April 4 were approved as written.

The Selectmen were visited by Joanne Tramontozzi, who as an employee of the Department of Revenue Administration has followed Roxbury for many years. She stopped by to announce her retirement and wish the town well. She provided the name of a temporary DRA contact in Charles Reese at 230-5950 and charlesreese@dra.nh.gov. The selectmen thanked her for her service over the years.

The selectmen processed additional property inventories.

The selectmen formally adopted revisions to the town's permit policy for special events.

Selectman O'Brien continued work on computing and filing timber tax reports.

After some discussion concerning bids to address a mice problem in town hall, it was decided to try taking care of the matter internally.

The selectmen signed a letter of thanks to Sandy (Fifield) Tacy for the gift of a painting of the former town hall. The painting, by Jane (Russell Streeter) Capone, will hang in a prominent place in the main hall.

The selectmen signed letters that denied requests by three parties for property tax abatements; the denials were based on recommendations by Avitar, the town's appraiser.

There was discussion about filling the vacant administrative assistant's position. Selectmen O'Brien reported that he had approached a couple of staffing agencies in the area and came away concerned that the dimensions of the job – 8 hours a week – may make it difficult to find a qualified candidate. It was agreed that he will approach the NH Municipal Association to see if that organization might have any guidance on the matter, based on its experience with hundreds of other towns in the state.

It was reported that Josh Hicks, site administrator of the town web site, had installed a vehicle by which bids for town business can be sought online.

Selectman O'Brien reported that town financials are now easily accessible in digital form.

It was reported that Amy Bodwell, planning board chairman, had requested a leave of absence for a family matter. She expressed an interest in naming Planning Board Member Josh Hicks to the chairmanship position during her absence. The selectmen agreed to this plan.

It was reported that, due to her leave of absence, a scheduled inaugural meeting of the new town conservation commission for April 11 had been postponed. The selectmen discussed what steps to take to appoint the commission members in her absence.

It was reported that treasurer David Jewett had formulated an updated investment policy for the town's trust funds. The policy will be circulated for appropriate signatures, and then a copy of the policy will be sent to the appropriate office at the NH attorney general's office.

Selectman Davis compiled the manifest, which all three selectmen signed.

The meeting adjourned at 9:20 p.m.

(Minutes approved by the Selectmen)