

## Minutes from the Roxbury Selectmen's meeting Feb. 22. 2016

In attendance: Selectmen Karen Cota, Gerry Davis and Jim Rousmaniere; Police Chief Rob O'Connor; Treasurer David Jewett; Clerk Robin Buffum.

The meeting opened at 7 p.m. Minutes from the meeting of Feb.15 were read and approved

The Selectmen reviewed and proofread the first draft of the Town Report, making a few changes of typographical nature. It was agreed that the Sentinel Print Shop would be apprised of the changes on Feb. 23 and that an order would be made for 140 copies to be picked up the following Monday, Feb. 29.

The Selectmen reviewed a draft of proposed Selectmen's Notes for the upcoming edition of The Roxbury Report, and made a few changes.

The Selectmen discussed the recent resignation of Administrative Assistant Elaine Moore and they drafted a letter to her thanking her for her services to the Town.

Selectman Rousmaniere reported that he had received a phone call from John Eule of Primex regarding the status of repairs to the town hall from last year's falling tree incident. It was agreed that Rousmaniere would contact Bergeron Construction to inquire about (a) completion of the job (specifically the completion of the4 reinstallation of smoke/fire alarms and (b) billing for the work done.

The Selectmen discussed the need to create a list and inventory of permits that are due to expire in the far future.

The manifest was prepared and signed.

There was discussion of grant funding related to the department of Homeland Security. The discussion was prompted in part by a communication from Danielle Morse of Homeland Security regarding funding opportunities. It was agreed that Ms. Morse would be contacted and that a meeting to discuss such opportunities would be arranged for after the March town meeting.

The Selectmen took note of the receipt of a completed annual place-of-assembly permit from Granite Gorge. Notes were placed in the large desk calendar to remind the Selectmen of the requirement that Granite Gorge file an updated permit application a year from now.

It was agreed that Selectman Rousmaniere will contact Lisa Murphy of the Southwest Region Planning Commission regarding a Feb. 2 correspondence from her regarding a Department of Homeland Security offer to help fund an update of the town's hazard mitigation plan.

It was agreed that the Selectmen will invite Road Agent Ken Buffum to attend the Selectmen's meeting of Feb 29 to discuss his capital spending planning.

The Selectmen discussed a proposal by Town Clerk Robin Buffum to shift her office hours from Monday to Tuesday. It was agreed that she will raise that idea at Town Meeting to get a sense of the public reaction.

The manifest of approved payments was compiled and signed.

The meeting adjourned at 9:10 p.m.  
(Minutes by Selectman Rousmaniere)