

## Minutes from the Roxbury Selectmen's meeting March 14, 2016

In attendance: Selectmen Gerry Davis, Jim Rousmaniere and Tim O'Brien; Treasurer David Jewett; Police Chief Rob O'Connor; Town Clerk Robin Buffum; Planning Board Chairman Amy Bodwell; Jacob Johnson, Boy Scout.

The meeting opened at 7 p.m.

The following Town officers were sworn into new terms: Clerk Robin Buffum; Tax Collector Robin Buffum; Selectman Tim O'Brien; Selectman Jim Rousmaniere

Selectman O'Brien, who was elected to his first term at the March 8 Town Meeting, was introduced to all town officers and employees present.

Minutes from the meeting of March 7 were approved as written.

Police Chief O'Connor reported on the installation of an automated speedometer that shows drivers their driving speeds on Branch Road. The device is on loan from the City of Keene.

Amy Bodwell, the proponent of the successful March 8 Town Meeting article to establish a Roxbury Conservation Commission, briefly described concerns raised by some attendees at Town Meeting and explained that those concerns, which principally involved fears of limits being placed on their use of public lands in Roxbury, would not come into play; she explained that controls on such activity are not within the scope of the planned Conservation Commission and that, in any case, the Town owns no public lands on which to control public use. She said that her principal immediate interest is to compile a natural resources inventory of the Town. Bodwell reported that eight people had signed up for membership on the commission in addition to herself; she said that she pictures a membership structure of five regular members, one alternate member and all others as honorary members. She reported that bylaws will be adopted and that she will forward names of commission members to the Selectmen.

The selectmen's meeting proceedings were observed by Jacob Johnson of Swanzey, a member of Boy Scout Troop 311, who was on a community-focused project. He took notes about the proceedings and described plans to conduct a community service clean-up walk up a distance of Davis Road. He was asked by the Selectmen to compile an informal list of the kinds of litter that he found on the roadside.

The Selectmen discussed the need to fill the vacant position of Town Administrator. Selectmen O'Brien said he would talk with personal contacts in Sullivan, which has recently started advertising such a position, to see if their search might help inform Roxbury's search for a part-time administrative assistant.

There was brief discussion of various building-related projects that await action, some which explicitly or implicitly appeared on the Town Meeting Warrant and others of which were voted through at the March 8 Town Meeting, including: (a) painting Town Hall, (b) adding a short stretch of paving immediately in front of the entryway to Town Hall to benefit wheelchair users,

(c) adding a window to the front door of Town Hall, (d) upgrading the kitchen in Town Hall and (e) cleaning the downstairs Town Hall floor. Mention was also made of interest expressed at Town Meeting to find new signs to help direct trucks away from driving up Branch Road in the mistaken belief that that road will get them to NH Route 9.

Various key paper documents associated with the March 8 Town Meeting, including a copy of the warrant signed by Selectmen, were packaged for transmittal to Lee-Ann Urquhart of the Department of Revenue Administration in Concord. It is understood that certain other transmittals – in both digital form and paper form -- related to the Town Meeting must be transmitted to DRA within 20 days of Town Meeting, meaning before March 28. The list of such required transmittals is posted on the bulletin board in the Selectmen's office.

Selectman Rousmaniere offered to prepare and mail the annual property inventory and census forms that are due back from residents before April 15.

There was a brief discussion about a March 28 public hearing on the proposed adoption of utility poles/conduits/right-of-way in town, appropriate notice of which has been received on a timely basis by Eversource and Fairpoint Communications.

Selectman Davis prepared the manifest of bills, and he and the other selectmen signed the document.

The meeting adjourned at 9:20 p.m.

(Minutes by Selectman Rousmaniere)

Minutes approved by Selectmen March 21, 2016