

District 6  
Certcode 1215-0

**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2024**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2024 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aot.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of ROXBURY in WASHINGTON County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

**PART I - CHANGES TOTALS - Please fill in and calculate totals.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000				0.000
Class 2	3.080				0.000
Class 3	32.68				0.000
State Highway	7.699				0.000
<b>Total</b>	<b>43.459</b>				<b>0.000</b>
* Class 1 Lane	0.000				
* Class 4	9.27	.56		9.83	0.000
* Legal Trail	10.52		.56	9.96	

\* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

DS  
PO

**PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.**

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".

2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).

3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).

LT-1 Shaw Rd .56 Miles to Class IV

4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.

**PART III - SIGNATURES - PLEASE SIGN.**

*David McShane* David McShane

Signatures of Selectmen/ Aldermen/ Trustees:

*Jon Guiffre* Jon Guiffre  
*Rene Bouchard* Rene Bouchard

Signature of T/C/V Clerk: *Sammy Legacy*

Date Filed: 2-5-24

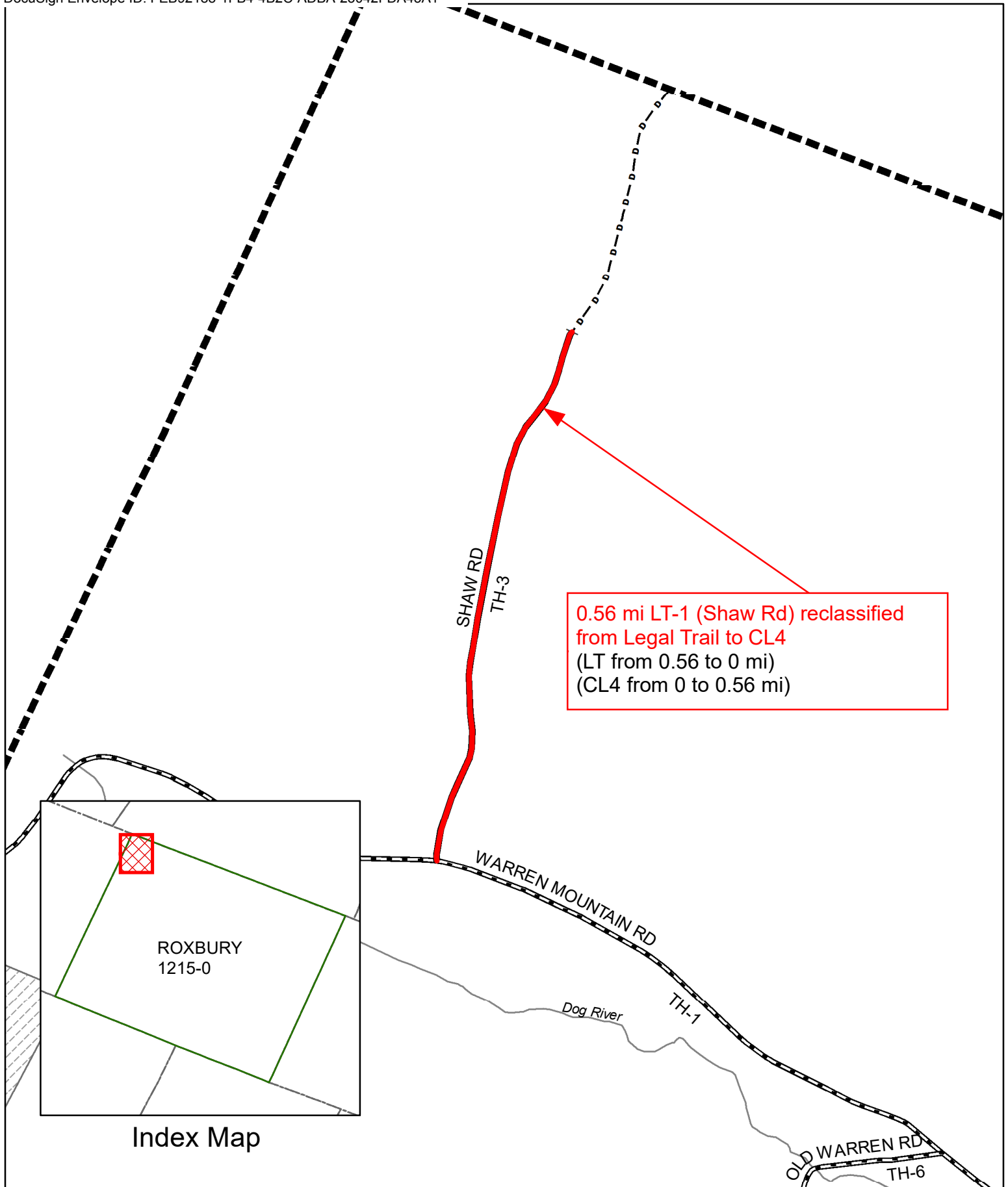
Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED:

*Johnathan Croft*  
Johnathan Croft  
Representative, Agency of Transportation

DATE: 2/9/2024

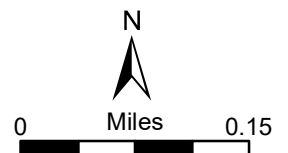


### Mileage Certificate Changes 2024

#### ROXBURY LT-1

(CTUA:1215-0)  
(CERTCODE:1215-0)

Mapping Section  
Division of Policy and Planning  
Vermont Agency of Transportation -- February 9, 2024



TOWN OF ROXBURY  
NOTICE AND WARNING OF PUBLIC HEARING  
RECLASSIFICATION OF SHAW ROAD

Pursuant to the provisions of 19 V.S.A. § 708 (a), the Selectboard of the Town of Roxbury, hereby gives notice, in accordance with 19 V.S.A. § 709, that they will meet at south end of Shaw Road on January 7, 2024 at 3:30 PM for a site visit, and then recess to the Roxbury Community Hall for the purpose of receiving testimony and hearing all persons interested in the matter of whether the Town of Roxbury shall upgrade Shaw Road from a Legal Trail to a Class IV Road.

If after examination of the premises and hearing any and all interested persons, the Selectboard judges that the public good, necessity and convenience of the inhabitants of the Town of Roxbury require that the said portion of highway be upgraded, it will be so ordered.

Dated at Roxbury, Vermont this 20 day of November, 2023.

Jon Guiffre, Chair  
Rene Bouchard  
David McShane

Attest: A True Record  
Tammy Legacy  
Roxbury Town Clerk

PUBLIC HEARING  
MINUTES OF JANUARY 7, 2024  
4:07PM – 4:37PM  
COMMUNITY HALL

MEMBERS PRESENT: Chair Jon Guiffre, Rene Bouchard and Dave McShane

STAFF PRESENT: Selectboard Assistant Tammy Legacy

PUBLIC PRESENT: Dominique Desrochers, Anne Sigsbey and Nick Laskovski

1. Chair Jon Guiffre called the meeting to order at 4:07 p.m.

The purpose of this meeting is to hear from the public on the request to upgrade Shaw Road from a Legal Trail to a Class IV.

There was a discussion on the request submitted by Eric and Anne Sigsbey.

There was a site visit prior to the meeting attended by all three Selectpersons.

Culverts were discussed. If the Town upgraded the road, the Town would be responsible for culverts if they are not working properly.

There was a discussion on the area that has been used as a parking area near Warren Mountain Road owned by Dominique Desrochers. Eric Sigsbey, via phone, stated he hoped the parking area would stay for people to use; Dominique is not in favor of keeping the parking area.

Dominique commented that the stone-line ditching on Warren Mountain Road has worked really well. Dave mentioned that grants are available every year for stone-line ditching.

Classification of Shaw Road over the years was discussed.

Utilities being brought up Shaw Road was discussed.

Eric Sigsbey, via phone, stated he is selling some of his property. There will be more people living on Shaw Road. He hopes the Board will change the road to a Class IV.

The Board closed the hearing at 4:37 p.m. and went into deliberative session. The Board has sixty days to file a decision. The Board may vote on the request at their meeting on January 22<sup>nd</sup>.

Tammy Legacy, Selectboard Assistant

Approved on January 22, 2024

ROXBURY SELECTBOARD MEETING  
MINUTES OF JANUARY 22, 2024  
7:00PM – 9:53PM  
COMMUNITY HALL

MEMBERS PRESENT: Chair Jon Guiffre, Vice-Chair Rene Bouchard and Road Commissioner Dave McShane

STAFF PRESENT: Selectboard Assistant Tammy Legacy

PUBLIC PRESENT: Jon Olin, Kelly LaVigne, Tom Frazier, Judy Lusk, Bob Ketchel, John Parzych, Ryan Zajac, Nick Laskovski, Dominique Desrochers, Claire Chomentowski, Carol Randall, Don Randall, Mary Bouchard, Dotti Guiffre, Ben Pincus, Heidi Albright, Eric Sigsbey, Anne Sigsbey, Yelena Synkova, Sean Cummings and family

At 6:00 p.m. the Board met with candidates for the part-time grants administrator in executive session. No action taken.

1. Chair Jon Guiffre called the meeting to order at 7:00 p.m.
2. At the request of the Library Director, Ryan Zajac, the Board added Library building – fiber installation to 9C. No deletions to the agenda.
3. Hoyle Tanner Presentation – Ladd Road and Tenney Road Bridges that were damaged in the July storm. Kelly LaVigne presented Hoyle Tanner's Alternative Analysis and Bridge Replacements. The final design and plan development will be from March to May 2024. Then the project will go out to bid. If doing a precast option, the bridges probably won't be completed in 2024. They hope the contract will be awarded in June of 2024. Kelly presented the 3 Alternative choices along with Structural Alternatives.

Alternative A – Structural Plate Arch

Alternative B – Precast Concrete Arch

Alternative C – Steel Beams with Concrete Deck

Structural Alternative 1 – Pile Supported Foundation

Structural Alternative 2 – Spread Footing Foundation

Alternative A is the least expensive, but not as durable and would be completed the fastest. Alternative B is the most durable, heavy, but probably wouldn't be completed until 2025 and is expensive. Alternative C's durability is between Alternative A and B. It has the longest construction time and is expensive. Hoyle Tanner recommends Alternative A with Spread Footing Foundation because of the cost and time frame. Ladd Road already has a temporary bridge. Hoyle Tanner recommended the Board pre-purchase the plates to be ready for contractor. The Board agreed to Hoyle Tanner's recommendation. By consensus, the Board agreed to Alternative A. The estimated cost for Ladd Road Bridge is \$770,000 and estimated cost for Tenney Road Bridge is \$1,140,000.

#### 4. Public

- A) Nick Laskovski discussed what the Roxbury Community Trust is and how the organization came to be and their purpose. It began as the Allied Community Development Trust (ACDC) but is now the Roxbury Community Trust. The purpose of the trust was to buy the old Church at the corner of Warren Mountain and Roxbury Road. Many people donated towards the purchase. Nick explained what the Roxbury Community Trust's current plans are and what they hope to do in the future.
- B) Heidi Albright mentioned over forty people attended the last Roxbury Roots supper. There were three generations attending. The next one is this Friday. There will always be soup and bread; it is a potluck but you don't need to bring something.
- C) Heidi asked about the water at the Community Hall. The electrician has been contacted, waiting for the work to be done before Sterling Mountain can install the water system.
- D) Ben Pincus requested the Board put the survey regarding board expansion on the website. He stated there is misinformation out there. Ben also wondered if there could be future discussions about the future of Roxbury before Town Meeting. Jon requested Ben send an email to Tammy regarding his suggestion and she will forward it to the Board.
- E) Yelena Synkova wondered why there was a presentation about Roxbury Community Trust. Jon stated anyone can talk about things if reasonable. Nick stated why he made the presentation. Tom stated comments from the last meeting prompted the discussion
- F) Bob Ketchel stated it is embarrassing at what happens at these meetings. He requested Jon keep order in the meetings.
- G) John Parzych stated the meeting are disorderly. He also said the road crew is doing a really good job.
- H) Katya Synkova wondered about having more public outreach in regards to the Roxbury Community Trust.
- I) Don Randall mentioned a tree issue on Bull Run Road.

5. Dave moved to approve the minutes of January 8, 2024 as amended and the minutes of the Informational Meetings of December 21, 2023 and January 8, 2024 and the Public Hearing of January 7, 2024 as submitted. The motion was seconded. The motion passed with all ayes.

#### 6. Road Commissioner's Report

- A) The 2018 International Truck is at Clarks. All the other equipment is running.
- B) Roads are in decent shape with the weather we are having.
- C) Certificate of Mileage is tabled until next meeting.
- D) Rene stated Vtrans had called him regarding the speed signs, Roxbury's on schedule for May to have a traffic study, having a traffic study at the north and south end of Route 12A; on Warren Mountain Road it would be through Central Vermont Regional Planning Commission.
- E) Sidewalks was mentioned; the Board will revisit this in April.

#### 7. Financial Report

- A) The Board reviewed the orders. Dave moved to approve the orders. The motion was seconded and passed with all ayes.

- B) The new CLA is 94.51% and the new COD is 12.68%. There was a discussion on the new numbers.

#### 8. Unfinished Business

- A) Shaw Road Reclassification was discussed. Dave moved to reclassify Shaw Road from Legal Trail to Class IV following Town of Roxbury's policy, it will be Class IV A. The motion as seconded and passed with all ayes.
- B) Rene updated the Board on the Wastewater Project. The Board signed the application.
- C) Expanding the Selectboard was discussed. Dave is in favor; Rene is not and Jon is in favor. A petition was received so the article will be on the Town Meeting Warning. The survey that was created by the ad hoc committee will be put on the website.

#### 9. New Business

- A) The Board received a complaint on violation of the Dog Control Ordinance. Janine Manninen's dogs are running loose; going onto neighboring properties. Since Janine is the Town's Animal Control Officer, the Board will send her a letter.
- B) The CVRPC Statement of Work was approved by the Board.
- C) The Board discussed the upgrade of TDS internet to fiber at the Library. Dave moved Jon as Chair, to sign off on TDS paperwork on Town buildings. The motion was seconded and passed with all ayes.

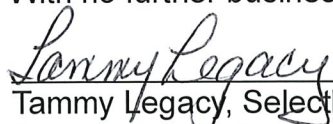
#### 10. 2024 Town Meeting

- A) The Board worked on the 2024/2025 Budget. The Board added a line-item and budget for a Grants Administrator. Rene moved to set the stipend (for Selectboard) to \$500 per diem. The motion was seconded and passed with all ayes. This is a reduction in the annual stipend the Board receives.
- B) The Board worked on the 2024 Town Meeting Warning. Dave moved to approve the warning for the 2024 Town Meeting. The motion was seconded and passed with all ayes.

#### 11. Other Business – none

#### 12. Executive Session – None

With no further business to discuss, the meeting adjourned at 9:53 p.m.



Tammy Legacy, Selectboard Assistant  
Approved on February 5, 2024