Minutes of the Roxbury Selectmen meeting April 16, 2018

In attendance: Selectmen Mark Funk, Tim O’Brien and Jim Rousmaniere; Clerk Robin Buffum.

The meeting opened at 7 p.m. The minutes from the meeting of April 9 were approved. The meeting principally involved record-filing and ways to improve office-management protocols.

Among specific actions, Clerk Buffum prepared the post-annual meeting MS-123 report that is due the state Department of Revenue Administration. Separately, all selectmen signed the MS-232 report on approved appropriations for transmittal to the DRA.

Regarding an application for changes to a cell tower in town – about which a principal in the project had requested a building permit -- it was agreed that the selectmen should approach the individual for information that he cited that would exempt the project from zoning board review. Such contact will be made in the coming week.

The selectmen reviewed an intent-to-cut application that had been filed by Hopkinton Forestry related to its clearing work associated with the Department of Transportation’s Route 9 improvement project. The application lacked specific references to tax maps and lot numbers – similar to an intent-to-excavate application that previously had been filed by the general contractor on the project (in that application, the general contractor simply listed “Route 9” as the area of operations.) Given that the logging company submitted its form only after its work had been done, the selectmen agreed to send the form to the DRA as submitted.

The Selectmen agreed to a meeting with representatives of the city of Keene regarding planned changes to Woodward Pond Dam. That meeting is scheduled for Monday, May 14 at Town Hall at 6:30 p.m. and will be open to the public.

There was brief mention of the importance of moving forward with an emergency plan related to any possible untoward event at Babbidge Dam during its reconstruction phase.

Selectman Rousmaniere reported on unsuccessful efforts to get a state Department of Transportation response to communications that he has sent regarding possible state responsibility for costs of plowing Branch Road, a Class II state highway. It was advised that the selectmen approach elected state officials for assistance.

Selectman Funk prepared the manifest of bills to be paid; the manifest was signed by the selectmen. There being no further business, the meeting was adjourned at about 8:40 p.m.