

A Regular Meeting of the Board of Trustees of the Village of Oxford was held at 7:05 pm on March 29, 2016 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830.

**Present were:** Trustee Dale Leach, Trustee Joe Spence, Trustee John Todaro, Fire Chief Hans Franklin, SPW Rick Paden, Police Chief Rich Nolan, WWTP Operator Kirk Noetzel, WWTP Commission Members Maggie Dorsey, Gene Rood, Greg Ross, and Clerk/Treasurer Shelly Marks. Via Skype were Mayor Terry Stark and Trustee John O'Connor.

The Pledge of Allegiance to the American Flag was given.

Trustee Leach moved and Trustee Todaro seconded a motion to open the Public Hearing regarding the Proposed Budgets for Fiscal Year 2016-2017 and the Proposed Water/Sewer Rate increases at 7:10 pm. All voted Aye and motion was carried.

There being no public comments, Trustee Todaro moved and Trustee Leach seconded a motion to close the Public Hearing regarding the Proposed Water/Sewer Rate increases at 7:15 pm. All voted Aye and motion was carried.

Trustee Todaro moved and Trustee Leach seconded a motion to go into Executive Session with the Waste Water Commission for personnel matters.

Mayor Stark called the regular meeting to order at 7:49 pm.

Trustee Spence moved and Trustee Leach seconded a motion to adopt the Annual Budget for Fiscal Year June 1, 2016 through May 31, 2017 as proposed, including the increase to Sewer rates. All voted Aye and motion was carried.

**General Fund - \$1,194,000 (An increase of \$60,000.00)**

Revenue - \$528,200.00

Tax Levy - \$665,800

Tax Rate - \$23.955457 (An increase of 0.07% or \$.017)

Appropriations - \$1,194,000

**Water Fund - \$231,000.00 (An increase of \$6,000.00)**

Effective April 1, 2016, water rates will remain the same. The Base rate for Water Usage will remain at \$50.00. The excess rate will remain at \$5.50 per 1,000 gallons inside the Village and in the Town Water District and will remain at \$5.70 per 1,000 gallons outside the Village.

**Sewer Fund - \$351,000.00 (An increase of \$14,000.00)**

Effective April 1, 2016, there will be a rate increase. The Base rate for Sewer Usage will increase from \$51.00 to \$53.00. The excess usage rate will increase from \$9.25 to \$9.50 per 1,000 gallons.

**PUBLIC CONCERNS:**

None

**ABSTRACT:**

Trustee Todaro seconded by Trustee O'Connor made a motion to approve Abstract #010 as presented with the addition of a \$250 cleaning bill for the Village Offices.

General Fund	\$593,893.20
Water Fund	\$ 10,103.60
Sewer Fund	\$ 16,694.37
Water IMPR	\$ 655.50
SRTS – Cap	\$ 990.00
Waste Water Cap	<u>\$174,688.02</u>
<b>TOTAL</b>	<b>\$797,024.69</b>

**APPROVAL OF MINUTES:**

Trustee Leach moved and Trustee Spence seconded a motion to approve the February 23<sup>rd</sup> and the March 8<sup>th</sup> 2016 Board Meeting Minutes. All Approved.

**JUSTICE REPORT:**

Trustee Leach moved and Trustee Todaro seconded a motion to approve the February Justice Report.

**ENGINEER REPORT:**

None

**FIRE DEPARTMENT:**

Chief Franklin stated that they have eight (8) new members. Three (3) are brand new-Christina Feyerabend, Jason Chesebro and Brandon McConnell. Five (5) are honorary members being put back to active status-Ron Martin, Kim Martin, Mark Forrest, Denelle Northup, and Buddy (Kevin) Northup.

Truck 265 is in service and operating great. Fire Chief has invited The Village Board to come over and look at it. It was noted by the DPW that they would like to have the "Old" 265 for Village use. Chief Franklin has no opposition to this request.

They have taken possession of 267. There were some minor things found upon the final inspection that need to be addressed. A hydraulic hose cracked and a fitting at the hydraulic cylinder needs to be replaced; the tires are being replaced; intercom from pump-aerial basket needs to be replaced. All these costs are the responsibility of Brindlee Mountain. Rather than hold the truck down there, they are going to pay to have it fixed up here. Chief is coordinating with HarRob to have the repairs and lettering done at the same time.

There were issues on State Street with open burning and also a fence that was erected and may not be in compliance. There was a large 5' around fire near a shed. Chief Franklin will try to make the sign bigger at the Fire Department to inform people about the burn ban being in effect. That's about the best that he can do.

**PUBLIC WORKS DEPARTMENT:**

SPW Paden reviewed his monthly report. He recommended that the "old" 265 truck be transferred from OFD to the DPW Department. DPW would have the fire body removed, install a flatbed on the unit and convert to a DPW patch truck for The Village. The old 265 truck is no longer needed by the OFD and has been declared surplus.

Trustee Leach made a motion seconded by Trustee O'Connor to declare OFD 265 surplus, transfer the apparatus to the DPW Department and convert to a DPW Patch truck.

**All voted Aye and the motion was carried.**

SPW Paden recommended that temporary employee Matt Diamond be promoted to a full-time position of Laborer position and be eligible for all Village benefits. Trustee Spence made the motion seconded by Trustee Leach to approve the recommendation of the DPW Superintendent Paden to hire Matt Diamond as a full-time employee in the position of laborer effective March 29, 2016.

**All voted Aye and the motion was carried.**

Trustee Spence recommended that Village WWTP Employee Bill Kelsey be assigned to the DPW Water and Streets Department four (4) days a week during the months of April and May for all aspect of DPW work. This will provide the shorthanded DPW two employees to perform essential DPW services and operate all equipment for the remainder of the Fiscal year.

Trustee O'Connor made the motion seconded by Trustee Leach to assign Bill Kelsey to DPW Water and Streets Department four (4) days a week (Monday-Thursday at DPW and Friday at WWTP) commencing Monday morning April 18<sup>th</sup>, 2016.

**All voted Aye and the motion was carried.**

There is on-going street repair. SPW Paden asked The Board if they wish to pursue putting in an overlay of hot asphalt on Park Street and Midland Hill. The Board isn't comfortable with doing any street rehabilitation this year. This would be a \$48,000 project for a 2" overlay. (\$60/ton and \$4,000 labor addition). There is no money in the budget for Park Street this year. CHIPS money of \$80,000 is going toward the Scott Street Culvert Project. Mayor Stark says no slurry, no crack sealing but do Park Street. Trustee Spence wants Albany Street to get done.

Tammy Palmatier's Apartment at 60 North Canal Street has two buildings. One has three (3) apartments and one (1) has four (4) apartments. There is only one (1) water service to that property. It is underground and goes from one building to the other. Tammy feels that she can make her tenants be responsible if they have their own meter for their own apartment. Tammy will still be responsible for the water bill being paid if her tenants don't pay. If Tammy pays for the meters, this doesn't get her out of paying the water bill.

**POLICE DEPARTMENT:**

Chief Nolan states that the K-9 car is done and is waiting for the decals. Mike Lummis will be putting them on the car at a reduced price of \$250. We would have had to pay \$850.

The Civil Service Test will take place tomorrow (March 30<sup>th</sup>) for the agility. Chief will then know who passed, how they placed, etc.

He went over the monthly report.

**WASTE WATER DEPARTMENT:**

WWTP Operator Noetzel reported things are going well. Secondary clarifier #2 is on-line and start up was Tuesday last week. Tuesday next week they will be on-line for the other one. Scott Seiler has been working for Nelcorp and got the timer operating. Things are going good.

Roof, windows and exterior doors are the next bid and will include the public restroom. The South side of the Press Building is in really bad shape as all the weather hits that.

Bob Nowalk from Greene is getting a new sewer jet and asked WWTP Operator Noetzel if he would be interested in the old one for \$2,000. This sewer jet flushes out the water mains. The WWTP Commission agrees that this is a good price as it is \$50,000 for a new one and they should go ahead and purchase it. It's a 1986 model and is on the replacement schedule for Greene. The Board is all in agreement with this purchase.

The generator was serviced and it was recommended to get new batteries for \$667.25 and is critical to the operation. This is only the second set of batteries that has been needed for the generator.

WWTP Operator had prices for the truck and trailer. \$37,721 for an F150 with a plow and all the bells and whistles included for the truck. The trailer will hold as much as the white dump truck if not more and is \$6,820. This is to come out of the regular budget. They are on a three (3) year replacement for the truck and it has been four (4) years. Mayor Stark wants WWTP Operator Noetzel to find out what the trade-in would be for the current vehicle. The Commission agrees to try and sell the truck on our own if possible as it is a 2011 and has 16,000 miles on it.

The WWTP Operators are still willing and able to help the DPW out whenever they are asked.

**OLD BUSINESS:**

SRTS-Dave MacEwan, NYS DOT was called and the low bidder has some items that need to be completed before the bid is awarded. Flemvale has completed the information that was requested of them. Trustee O'Connor feels we should award the bid to Flemvale contingent of receiving all items that are needed by the NYS DOT. It was already voted on to award the SRTS bid to Flemvale.

Mayor Stark wants to know what the Board Members wish to do this year regarding Albany Street. The income survey should be done. Maybe we can mill and pave Albany Street. Trustee O'Connor made a motion to get pricing on how Greene Street was done. The Board made a decision not to put off Albany Street any longer. This was seconded by Trustee Spence to mill and pave Albany Street. Trustee Todaro is in agreement as well. Trustee Leach says we need a figure on what we are approving to mill and pave Albany Street. He suggests we seek bids to mill and pave Albany Street the summer of 2016 within the budgeted money allotment. The Board, by resolution, is authorizing the Mayor to seek a mill and pave project. Motion by Trustee Spence to see if we can afford to approve the condition of Albany Street. All approved, carried.

Income Survey-Trustee Leach made a motion and Trustee Todaro seconded to authorize Mayor Stark to proceed with an income survey for The Village not to exceed \$5,000. All approved, carried.

**NEW BUSINESS:**

**BOARD RESOLUTION**

**Motion made by Trustee Leach and seconded by Trustee Todaro**

WHEREAS, the Village of Oxford, with the assistance from TetraTech, EM, Inc., has gathered information and prepared the Chenango County All Hazard Mitigation Plan; and

WHEREAS, the Chenango County All Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Village of Oxford is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Village Board of Oxford has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by the Village Board of Oxford that the Village of Oxford adopts the Chenango County All Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

All voted Aye and resolution was carried.

**BOARD RESOLUTION**

**Motion made by Trustee Leach and seconded by Mayor Stark** to approve the consolidation of Vital Registration Districts between the Town of Oxford and the Village of Oxford. Resolution is attached to the minutes.

**TRUSTEE COMMENTS:**

NBT-Mang Insurance was pushing for the Village to get a cyber policy for the Fire Department at a cost of \$1,700. Trustee Leach is not in favor of this pending the adding of the paid EMS. The Village will wait on this. Mayor Stark will get in touch with Mang and let them know that we aren't interested at this time but perhaps in the future.

Trustee Leach talked to Shawn Bissetta (Superintendent of the Oxford Schools) and Mark Hodge. Their only issue is that they only had one discussion and if they ever needed an emergency exit off the back. Trustee Leach said that parcel is land locked by land owners. He thinks it was received warmly and will discuss with the Board. Trustee Leach said he will hear from them soon regarding this parcel. He said we could use the same attorney and the Village will pick up the attorney fee.

Trustee O'Connor stated that we ended up in an outstanding place tonight and will be very helpful with the Village moving forward.

**ADJOURNMENT:**

Trustee Spence made a motion to Adjourned at 9:48 p.m.

Next meeting will be Tuesday, April 26, 2016.

Respectfully Submitted,

Shelly W. Marks  
Clerk-Treasurer