

A Special Meeting of the Board of Trustees was held on Tuesday, November 14, 2017 at 6:00 P.M. at the Village Hall.

**Present were:** Mayor Terry Stark, Trustee Dale Leach, Trustee Dustin Hendricks, Trustees John Todaro and Trustee Richard Marks.

Absent: None

Mayor Terry Stark called the meeting to order at 6:00 p.m.

**LAMONT ENGINEERS** Brendon Becker P.E. and Jodie Serowski P.E.

### **WATER IMPROVEMENTS PROJECT**

1. The Village of Oxford received notification the first week in October from NY State that the Village is the recipient of one of 12 Water System Improvement grants awarded throughout the Southern Tier region and one of two in Chenango County. The DWSRF project #18198 grant award of \$1,519,200 is about 60% of the total estimated project cost of \$2,532,000. The Board/Engineers discussed parameters of award versus project scope of application submitted, Project engineering contract and next steps. The key points of discussion are as follows:
  - a. The difference between the project submitted of \$2,734,000 and the \$2,532,000 recognized by the Governor in his press release is primarily due to the elimination of \$232,000 in Albany Street storm water work not eligible as a water project. Offset by an additional \$30,000 due to inflation and allocated to Valve Vault portion of the project. (See Exhibit I)
  - b. The Village award of \$1,519,000 (60% of the \$2,532,000) still leaves \$1,012,800 to be funded locally. The annual debt payment on this amount based upon an assumed interest rate of 4% over 30 years is about \$74,000 in the initial years based upon a declining balance interest payment method or about \$59,000 a year based upon a level payment method. Lamont will investigate the potential for the village to apply and receive additional Grant funding or a zero % interest loan through Rural Water Development. This to be successful will require the Village to demonstrate financial hardship.
  - c. Lamont recommends that the project be completed in two phases. Phase I is to complete the Valve Vault project in 2018-2019 at an estimated cost of about \$200,000 to be followed by Phase II in 2019-2020 to address the Water Mains at a cost of about \$2,300,000. This will allow the Village time to identify potential specific areas of high water loss due to leaks in the system in coordination with the planned replacement of 100-year-old pipes previously identified in the Alternate 4 options (See Exhibit I).
  - d. Village is now awaiting receipt of EFC and DOH guidance documents regarding program requirements and the financing process. This is expected no later than mid-January. However, Lamont will forward similar documents that they have seen in other similar EFC projects, so the Village can begin the data gathering process sooner.
  - e. Lamont will review various financing and other grant scenarios and provide the village guidance based upon program eligibility requirements. This Finance review will include Financial administration of the overall project as well as Bond Counsel.
  - f. Lamont will develop Contract proposal for a final Engineering Report, construction oversight and grant administration for Village review by January 30, 2018. Village must execute an agreement with EFC no later than April 15, 2019 or the grant award may be forfeited. Lamont sees no issues with meeting this deadline.

### 2. **FEMA – GREENE STREET DRAIN PROJECT**

The Village received notice on October 11<sup>th</sup> from FEMA that the Village's time extension request has been approved to December 31, 2018. However, given the difficulty in recent months in obtaining required archeological services, this time extension already seems in jeopardy. Discuss time-line to complete project by December 2018. Key points of discussion are as follows:

- a. Lamont has received two estimates for Archeological services to date. One is for more than \$20,000 and the other around \$8,000. These costs are excessive compared to budgeted amounts and require more investigation. Lamont will contact FEMA representative Randy Gibbon to discuss process to get the project back on schedule to be completed by end of 2018.

### 3. **RESTORE NEW YORK GRANT**

The Village submitted on October 12<sup>th</sup> an Intent to apply for Restore NY funding for the demolition or restoration of several privately-owned properties in the Village. A formal application is due no later than 3 P.M. Friday December 15<sup>th</sup>. We have also received an acknowledgement from Restore NY of our intent to apply with several PDF files of guidelines. The intent was filed based upon a request from a property owner who wants to demolish a recently acquired residential property and build a new home on the site. However, I added several other village properties that are pending demolition orders from the village or need significant restoration or refurbishment. As some of these properties involve vacancies, absentee owners, tax sale transfers, and historical registry it is important to review formal eligibility requirements and only apply for those properties we can document agreed owner participation. One of the properties (Navy Island Block) is for sale and interested parties are requiring a building conditions assessment prior to making a potential offer to the owner. A local community Development group (Oxford Industrial Development Corporation (OIDC)) is interested in facilitating the sale and may absorb the cost of the Building Conditions Report. Discussion centered around Grant eligibility requirements, application time line and cost for Lamont to submit application for Village. Key points of discussion are as follows

- a. OIDC coordinated local inspection of Navy Island Block Building on November 11<sup>th</sup> and is no longer pursuing a formal Building Conditions Report. Owner is interested in sale and not renovation at this time. There can be no transfer of ownership within the period that would allow this property to be part of the RESTORE NY grant application this year.
- b. Only two of the original properties identified have owners willing to pursue the Grant and only one has signed a commitment letter.
- c. Lamont recommends the owners and the local Village administrators jointly pursue the grant application process. The cost for Lamont to develop and submit the application on behalf of the Village is prohibitive.
- d. The RESTORE NY program requirements are geared to communities with large area of blight. It may prove difficult for the Village to meet the eligibility threshold.
- e. Mayor to contact the interested property owner and develop local plan to submit application.

### **STUDENT – COMMUNITY ART PLAN:**

HS Students Emily Redfield and Gillian Mulder discussed their village sponsored summer project to create a Community Art program. The initial proposed project is to paint a mural on the side of the Dollar General store. Key points of discussion following the presentation by the students are as follows

1. The mural discussed is to reflect the many talented people there are in the community. Emily will forward the picture of the proposed mural to Mayor Stark.
2. The students had sent a request to NBT Bank in September for permission of the mural to be on the NBT bank building in Oxford. They have not yet received a response. The building is owned by Mirabito Holdings Group, 29 Court street Binghamton NY 13902. CEO is Joe Mirabito and It may be that NBT cannot respond without his approval.
3. Mayor had identified the Dollar General as an alternative site and is seeking permission from owner Richard Damico of Manlius. Mayor has sent a memo of Understanding to Mr. Damico regarding the general site and specifically the panels of the side wall facing Taylor Street. Mayor will follow up letter sent November 7<sup>th</sup>.
4. Pending tentative approval by Mr. Damico, the Mayor will arrange a meeting between the students and Mr. Damico. This meeting will allow the students to present their project proposal to Mr. Damico for final approval. This should take place prior to end of year.
5. Students are also proposing a Community Art Fair for the summer of 2018 to be held in the downtown area. The Mayor will work with the students to further develop the concept.

## BMX PRESENTATION

Bill Ballin (Vice President) and David Lawson (President) of local BMX America Organization discussed a proposal to construct a Bicycle Moto Cross (BMX) Track at Boname Park in the summer of 2018. (See BMX Exhibit I)

The Plan is to construct a fenced in BMX Track with related parking on a village owned parcel of about 1.5 acres at Boname Park at an estimated cost of about \$75,000 and to be 100% paid by BMX funds generated from fund raising activities. The track would be sanctioned and insured by USA BMX and their insurance will cover track 24hours – 7 days a week.

The plan is to have a practice night on Monday evening from 6-8 PM a Race night on Thursdays evenings from 6-10 PM. The racing season starts in April and ends in November. Ages 2-50 plus race will race bikes on a clay surface. It is a sport the whole family can do together. It promotes Bikers setting and achieving their goals. David Lawson has locally introduced this sport to over 80 youngsters during the past year and the vast majority continue to race and improve their skills each week.

Key points of discussion following the presentation by Mr. Lawson and Mr. Ballin are as follows:

1. This proposal offers an opportunity to enhance the recreational use of unused areas of Village property at Boname Park.
2. This proposal could add a unique “quality of life” attraction to the community. A BMX Track would help to attract younger families to the community and distinguish Oxford as a great place to live, work and enjoy quality recreational activities.
3. The proposal involves no financial commitment from the Village. The Developer must bear all costs of project and provide secured funding stream commitments prior to formal approval of project.
4. The Oxford site is a better location than other sites reviewed for the following reasons:
  - a. larger greenway and parking area
  - b. Easy access from main road
  - c. Could accommodate camping
  - d. Not on a flood plain
  - e. Visible from a high traffic road
  - f. Fits Community Vision plan for trail system and enhanced recreation activities
  - g. Track does not encroach on other park activities.
5. There are five other similar tracks with a two-hour drive of Oxford and there are more than 1800 registered riders in NY. It is a growing sport across the country.
6. Track can be used by public during non-practice and race night hours. However, Village would be responsible for insurance liability during public access hours Dale Leach to contact other municipalities with tracks to understand any concerns or issues about public track access.
7. Track generates revenue for BMX organization from race fees ((\$5.00 practice, \$12.00 race night). Village derives no revenue so no potential property tax issues. Revenues are used for Track maintenance and equipment replacement. Village incurs no expense for maintenance of track or new parking area.
8. Track is mad of dirt and clay. Should track no longer be used it can be deconstructed at BMX expense.
9. Track does not generate any noise more than any normal recreational park activities.
10. Many Racers and families camp if site is available and allowed by Village.
11. Racers and their familied spend money on local economy?
12. There are currently two access driveways from County Route 32. Expansion or enhancement to driveways would be responsibility of BMX.
13. Any Union issues are addressed concurrently with the process to conduct Public Information Meeting/s prior to final approval by Village Board.
14. Site location tends to be wet in spring and a diversion ditch maybe necessary. Any ditch necessary must not create issues with other area of Boname Park
15. BMX will pursue and incur cost of detailed plans and specifications pending approval of an agreement in principle that the Village is favorable to the plan.

Following the discussion Trustee Todaro moved and Trustee Hendricks seconded a motion that the Village Board agrees in principle with the preliminary plan and would likely approve the final plan contingent upon the following conditions being met?

- a. Mr. Lawsons presents a formal written plan to the Village Board that must include final design renderings, project scope, specifications, estimated project costs, expected funding sources and project schedule.
- b. Village conduct a public Information meeting following submission of formal written Plan. All questions and concerns must be addressed and resolved to the satisfaction of Village Board.
- c. Village Attorney reviews plan and a Memo of understanding/contract between BMX and the Village.
- d. BMX and Village agree to Memo of understanding.

All voted Aye and the motion was carried.

**NEXT STEPS**

Formal Proposal to Board  
Public Information Meeting  
Memo of Understanding proposed  
Legal Review completed  
Formal Decision

**TIMING**

Dec. 5th<sup>t</sup>  
Dec. 12th  
Dec 15th  
Dec- 22nd  
Dec 26th

TRUSTEE COMMENTS                      None

Mayor Stark adjourned the meeting at 9:20 PM

Next meeting November 28, 2017

Respectfully submitted,



Terry M. Stark  
Mayor  
Acting Recorder of minutes