

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on August 25, 2020 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. The Audit Committee met at 7:00 P.M. and the Regular Board meeting started at 7:30 P.M.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Dustin Hendricks, Trustee Richard Marks, Trustee Carly Hendricks, and Clerk-Treasurer Shelly Marks.

Absent: OIC Adam Francis, DPW Superintendent Rick Paden, WWTP Operator Kirk Noetzel, Fire Chief Ron Martin, EMS Captain Mark Forrest, Zoning Officer/Dog Warden Roger Barrows

The Village Trustees (Audit Committee) reviewed each of the invoices in the abstract for August 2020.

Mayor Stark called the Regular meeting to order at 7:29 p.m.

The Pledge of Allegiance to the American Flag was given.

PUBLIC CONCERNS:

Richard Rice asked about the road and the traffic leading up to the new bus garage. Mayor Stark talked about the road and what will be done in the future.

ABSTRACT:

Trustee D. Hendricks seconded by Trustee Marks made a motion to approve Abstract #003 as presented.

General Fund	\$ 70,205.97
Water Fund	\$ 21,558.85
Sewer Fund	\$ 95,431.96
Water Project	<u>\$ 1,398.50</u>
	\$188,595.28

APPROVAL OF MINUTES:

Trustee C. Hendricks moved and Trustee Leach seconded a motion to approve the July 28th Meeting Minutes. All voted aye and motion was approved.

TREASURER'S REPORT:

The June and July Treasurer's Report has not yet been completed.

JUSTICE REPORT:

Trustee Marks moved and Trustee C. Hendricks seconded the motion to approve the July Justice Report from Judge Frye. All approved.

OFD REPORT:

There was no written summary submitted from Chief Martin. However, on August 19th Chief Martin, Trustee Marks and Trustee Leach met to discuss the paid EMS Staff. The EMS wants to develop a formal plan by September 15th to recruit, interview, select and hire eight (8) part-time Basic Life Support and/or Advanced Life Support personnel. The plan must include a two-year budget, operating procedures and civil service and legal review timeline. Trustee Marks made a motion seconded by Trustee Leach to authorize the village and EMS to approve the hiring of eight (8) part-time support personnel targeted to January 1, 2021.

Trustee Leach made a motion seconded by Trustee Marks for the EMS to continue to use the Horton Ambulance for the duration of the current town fire protective service contract (December 31, 2024).

Trustee Leach made a motion seconded by Trustee Marks to allow the EMS to purchase a new heart monitor at a price not to exceed \$36,000. This is to be funded by the OFD Capital reserve and/or grants. All in favor, carried.

The OFD and Committee recommend the following:

- a. Option 7 continue to be pursued in phases
- b. Authorize RFP for Preliminary Engineering design
- c. Prioritize Roof replacement as Phase I
- d. Revise long range plan to reflect approved recommendations
- e. Develop referendum Plan

Option 7 is \$2.5 million for refurbishment and erosion of the bank and demolition of the Coe House and to authorize an RFP for preliminary engineering design. Prioritize roof replacement as Phase I.

Trustee D. Hendricks made a motion seconded by Trustee Marks to authorize Option 7 to approve an RFP for items a-e above.

Trustee Marks made a motion seconded by Trustee Leach to submit Engine 261 BID Specs for review by Lamont and complete a bid package by September 30th. All in favor, aye

DEPARTMENT of PUBLIC WORKS:

Trustee Marks made a motion seconded by D. Hendricks to approve the crack filling this summer at a price not to exceed \$7,500.00.

Trustee Marks made a motion seconded by Trustee D. Hendricks to get estimates for fiscal year end 2022 street projects as follows: Park Street Bus Turning Lane, Lower Greene Street Reconstruction, Slurry seal Albany Street.

DPW and Committee recommended that we purchase a used (2-4 years old) water/street bucket utility truck with a working height of not less than 45'. Trustee D. Hendricks made a motion seconded by Trustee Marks to authorize SPW Paden to make a bid on a bucket truck not to exceed \$80,000 and finalize it with Mayor Stark. The cost of the utility truck would be split equally between streets/water and paid from unallocated fund balances.

BUILDING-GROUNDS & PARKS:

Wescott Electric is working on the electrical panel at Boname Park. Security cameras need to be installed at the park along with rules and signage being posted.

WWTP:

There was no written summary submitted from WWTP Operator Noetzel. WWTP Commission and committee recommends getting a new hire to replace WWTP Operator Noetzel who will retire in August 2022. Trustee D. Hendricks made a motion seconded by Trustee Leach to begin preliminary planning for fiscal 2021 for hiring someone for six months to replace WWTP Operator Noetzel upon his retirement. The commission will remain in place during the transition. All in favor

There were discussions about having a WWTP employee also be available to be a driver for the EMS.

The administrator at the NYS Vets Home needs to be contacted to discuss the Capital charge.

POLICE DEPARTMENT:

A written summary was submitted by OIC Adam Francis. The OPD and committee recommended the following: OPD presents policy proposals at the monthly committee meeting, OPD submits policy to the full Board with Committee comments for review and decision at next regular board meeting, Board review and comment on officer conduct policy.

Trustee D. Hendricks made a motion seconded by Trustee Leach to refer the personal pay claim to our Village Attorney for review.

The delivery of the police patrol car has been scheduled mid to late September.

CODE ENFORCEMENT:

On August 21st Zoning Officer Roger Barrows, Trustee Marks and Trustee C. Hendricks met to discuss and recommend the following:

- a. Street trees should be trimmed at 7-8 feet
- b. Farm animals are not allowed in the village
- c. Seasonal vegetable/fruit stand at residence. Leave this along for right now-unless it becomes a problem in the future.
- d. Trailers/RVs storage only in backyard and 10 feet from property line. This is what the village code currently says.
- e. Demolition of 6 Greene Street. The building is unsafe and needs to be demolished.

OLD BUSINESS:

Reopen Village Hall with reduced hours of 9:00 AM – 1:00 PM. There have been no complaints from the public regarding these hours.

The toilet in the public restroom at Village Hall needs to be replaced. Roger Barrows will be doing this.

NEW BUSINESS:

None

TRUSTEE COMMENTS:

None

ADJOURNMENT:

Mayor Stark made a motion to adjourn the meeting at 9:36 pm.

Next meeting will be Tuesday, September 29, 2020 at 7:00 P.M. Audit Committee
7:30 P.M. Regular Board Meeting

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer