A regular meeting of the Board of Trustees of the Village of Oxford was held at 7:30 pm on May 31, 2016 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830.

<u>Present were</u>: Mayor Terry Stark, Trustee Joe Spence, Trustee John Todaro, WWTP Operator Kirk Noetzel, Police Chief Rich Nolan, Police Clerk Brandon Lummis, SPW Rick Paden, and Deputy Clerk/Treasurer Paula Crippen. Trustee John O'Connor via Skype.

Absent: Fire Chief Hans Franklin, ER Squad Captain Trevor Natoli

Mayor Stark called the meeting to order at 7:30 pm.

The Pledge of Allegiance to the American Flag was given.

**Public Concerns:** none

### **Abstract:**

General Fund	\$65,959.23
Water Fund	\$ 4,467.08
Sewer Fund	\$ 15,372.21
Water IMPR	0
SRTS - CAP	0
Waste Water Cap	<u>\$ 22,217.32</u>
Total	\$108,015.84

Trustee Leach moved and Trustee Spence seconded a motion to approve the abstract. All approved, with the addition of Slack Chemical invoice (for WWTP chemicals) of approximately \$1000 and Cazenovia Equipment invoice (for John Deere tractor) of \$10,600. Motion carried.

<u>Approval of Minutes:</u> Trustee Spence moved and Trustee Todaro seconded a motion to approve the April 26, 2016 Regular Board Meeting minutes and the May 24, 2016 Special Board Meeting minutes. All approved. Motion carried.

**OFD Report**: OFD Chief Hans Franklin provided a written report:

The generator for the fire prevention trailer has been replaced and invoice submitted to insurance company.

Tires for the new ladder truck are in. Invoice will be forwarded to Brindlee Mountain for reimbursement. Chief Franklin is waiting for status report from Brindlee regarding punch list items needed for the new truck.

DEC grant application has been submitted for new pagers as current pagers are near the end of their useful life.

New member, Dillon Ingraham, was an Explorer who is transitioning to a regular member.

Air boat and crew assisted at the General Clinton Canoe Regatta in Bainbridge on Memorial Day weekend again this year.

# **Waste Water Department:**

WWTP Operator Kirk Noetzel reported on the progress of the Waste Water Treatment Plant capital improvement project. Trustee Leach raised a concern about what is being dumped into our new system. Operator Noetzel explained how the new system works.

Once all capital work is completed and CHA can confirm how much is left over in the budget, the board will discuss the list of items that could potentially be done (i.e. paving WWTP parking lot, replace truck). The mayor recommended getting a quote now for paving.

Operator Noetzel recently attended the New York Rural Water Association annual training conference in Lake Placid.

# **Police Department:**

Mayor Stark said Memorial Day festivities went well with Brandon Lummis and Steve Rounds on duty. DWI roadblock Friday night was requested by and paid for by Chenango County Stop DWI. K-9 unit participated. Oxford Fire Dept. provided trucks with lights.

Dollar General re-opening: there is no opening date yet, per DG District Manager.

Chief Nolan discussed the police coverage schedule, including the K-9 unit.

Community recovery program – there are currently 10 people in drug treatment programs as a result of Oxford's community recovery program. Chief Nolan has received positive feedback from participants and families. The cost to renovate the community room was \$3047.00. Chief Nolan received a grant check from The Community Foundation for South Central NY for the full amount, resulting in no cost to the village.

Reduced speed limit in school zones - 15 mph street signs are stored at DPW. Chief Nolan has map of where they should be placed. There is an existing law that allows for this reduced speed limit. Need update on progress of having signs erected, as Chief Nolan has received inquiries from various residents.

Police Dept. 2-car garage at WWTP – Mayor Stark asked the police committee (Trustees Spence and O'Connor) to come up with a proposal to have work done completely (engineering involvement, site evaluation, bids, etc.). Trustee Spence will schedule to meet with Chief Nolan and Skype with Trustee O'Connor to plan.

Chief Nolan reviewed the monthly case load for May.

## **Public Works Department:**

There will be a meeting with Lamont Engineering representative on June 1 to review/discuss specs on Albany St. water improvement project.

Railroad crossing pavement markings – SPW Paden reported on the NYSDOT signage/marking requirements. Mayor Stark said we will not pay to have that done right now.

The DPW is working on the village sign for the south end of town. There will be water and electric available there.

Mayor Stark recently talked with Trellan Smith from the Farmers Market about low spots in LaFayette Park. She said to hold off until fall. Mayor Stark said the village will not do anything about it right now.

SPW Paden reported spring cleanup is almost complete – street sweeping, business district hosed down, annual pavement line striping, and maintenance of LaFayette Park fountain.

### **Old Business:**

Safe Routes to School sidewalk replacement program – Project will begin on Columbia St. in early July. Trustee O'Connor will follow up with engineer Gene Rood regarding changes, i.e. ADA requirements. Contractor Jason Fleming of Flemvale showed stone sample to engineer and mayor. Mayor Stark told Fleming to use the stone Gene Rood recommends. As long as DOT is in agreement, it's OK. The village was asked to do some stump grinding for the project, which should result in a discount from Flemvale. Fleming also asked if the village would help with signage for the project.

Mayor Stark rewrote the Safe Routes to School Grant Authorization Resolution 2016-531. Resolution moved by Trustee Leach, seconded by Trustee Todaro. Ayes – Leach, Todaro, Spence, O'Connor, Stark. Nays – none. Resolution adopted.

#### **New Business:**

The board received a letter from Fred Lanfear, president of Oxford Historical Society. Plumbing issue at depot building resulted in usage of 11,000 gal. water vs. their usual use of 2000 gal. Board approved forgiveness of half of excess sewer charges. Mayor Stark requested village clerk send letter to Mr. Lanfear.

The board received a letter from the Oxford Tavern – they request to block off the parking lot and set up a tent for an event on Aug. 20, 2016, from 4-8 pm to have a band and cookout. There will be no cover charge. The Oxford Tavern has had events like this in the past, so it is approved to do again.

#### **Trustee Comments:**

Trustee Spence made a recommendation for code enforcement officer – Town of Norwich assessor, Keith Reynolds. Mayor Stark will contact Mr. Reynolds.

Trustee Todaro asked about planting a new tree in front of Hoppies where one was removed sometime last year.

Mayor Stark asked Deputy Clerk Crippen to check the NYSEG billing for street lighting. Have lost two of the "Period lighting" street lights. Need to verify we are being charged for the correct number.

Trustee O'Connor will discuss stone to use for sidewalk project with Gene Rood. Trustee O'Connor has sample bluestone pieces at his home. The mayor will pick them up. Trustee O'Connor said if the new bluestone is flat cut on the bottom, it is twice as easy to install and the village should get some kind of reduced installation price from contractor.

Deputy Clerk Crippen told the board the village will begin accepting credit card payments for water/sewer bills and village tax bills later this month. There will be no cost to the village. The bill payer will pay a service charge to GovPayNet, the company processing the payments.

Adjournment: Mayor Stark made a motion to adjourn at 9:20 p.m.

Next meeting will be Tuesday, June 28, 2016.

Respectfully Submitted,

Paula Crippen
Deputy Clerk-Treasurer