

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on May 25, 2021, at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. Audit Committee met at 7:00 P.M. and Regular Board meeting started at 7:30 P.M.

**Present were:** Mayor Terry Stark, Trustee Dale Leach, Trustee Richard Marks, Trustee Dustin Hendricks, Trustee Richard Rice, EMS Captain Mark Forrest, Clerk-Treasurer Shelly Marks.

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

The Village Trustees (Audit Committee) reviewed each of the invoices in the abstract for May 2021.

Mayor Terry Stark called the Regular meeting to order at 7:30 p.m.

The Pledge of Allegiance to the American Flag was given.

**PUBLIC CONCERNS:**

None

**ABSTRACT:**

Trustee Marks seconded by Trustee Leach made a motion to approve Abstract #012 as presented. All voted aye and motion was carried.

General Fund	\$117,516.06
Sewer Fund	\$ 8,827.93
Sewer Fund	\$ 8,880.44
Water Project	<u>\$ 2,923.18</u>
	\$138,147.61

**APPROVAL OF MINUTES:**

Trustee Rice moved and Trustee Hendricks seconded a motion to approve the April 27, 2021, Meeting Minutes. All voted aye and motion was carried.

**TREASURER'S REPORT:**

Working on the February Treasurer's Report

**JUSTICE REPORT:**

Trustee Hendricks moved and Trustee Rice seconded the motion to approve the April Justice Report from Judge Matott. All approved.

The Sixth Judicial District is not paying Jim Matott currently. They only pay if it is on a short-term basis. He is paid \$560 a month from North Norwich where he is the Justice. The Board authorized we pay \$560 per month for April and May. Trustee Hendricks moved and Trustee Marks seconded the motion to approve this payment to Judge Matott for \$1,120. All in favor, approved.

**OFD REPORT:**

Trustee Marks moved and Trustee Hendricks seconded a motion for Mayor Stark to sign a contract with LaBella for \$8,980.00. This is to get their help with the capital project and to get things ready for the vote after Labor Day (mid to late September) for the capital project voting. There will be three (3) public information meetings, a public forum and then the voting. The tentative is September 21, 2021.

Trustee Hendricks moved and Trustee Marks seconded a motion for Mayor Stark to have the authority to sign the loan approval.

Trustee Leach moved and Trustee Marks seconded a motion to approve the loan resolution as attached to the minutes. This will be \$455,000 over 20 years and 2.2% interest at USDA. All in favor, approved.

Trustee Hendricks moved and Trustee Rice seconded a motion for Mayor Stark and the Clerk-Treasurer to take all action in the execution of \$110,000 from Rural Development for the Rural Development Grant. All in favor, carried.

**EMS REPORT:**

EMS Captain Mark Forrest reported that there have been six (6) candidates for the EMS positions of ALS and BLS. They are looking to fund the EMS with a couple of candidates. Mark talked about the people that he has been working with to try to fill the positions that we have open.

Trustee Marks moved and Trustee Leach seconded the motion to make a Resolution that after June 1<sup>st</sup>, at the discretion of Mayor Stark and the EMS Captain, we can hire EMS people as soon as possible after June 1<sup>st</sup>. All approved.

**CODE ENFORCEMENT:**

Zoning Officer Roger Barrows cannot find any property issues at 4 Franklin Street. He may pull any garbage he finds outside to the road and ask Bill Tefft Trucking to pick it up.

Allan Kenyon wants to build a garage at his property at 48 Albany Street. This request was turned down due to his property line. This request will need to be in writing and will have to go through the Zoning Board of Appeals.

The issue of the barking dog seems to be under better control.

Demolition process - update the article to address the properties that are in need of demolition.

**WWTP:**

WWTP Operator Kirk Noetzel did not submit his monthly report.

There are 3-4 candidates that have submitted applications and resumes for the WWTP position that will be vacant next summer. We will start to look at applications and have interviews.

**OPD:**

OIC Francis sent his monthly report.

**DPW:**

The Altec vehicle has been received and training has been completed. The DPW does like the vehicle and are glad they have it.

Park Street Extension project-SPW Paden will get estimates to blacktop this area.

Certified Operator Training has been done by two of the DPW employees and the other two are working on that training now for the bulldozer.

Police Garage Water project-the water line goes across the Bullis property so we cannot go to Max Moyer's property.

The Village line striping may have to go out to bid. The prior company we used has stopped due to health reasons. SPW Paden has a new company but it is almost double what we paid last year. We could also delay this project for this year.

**OLD BUSINESS:**

Business office hours for the remainder of summer will remain 9:00 -1:00. There was mention of revisiting these hours at a later date but have decided to keep the hours as they are.

The electrical box was replaced for the park lighting.

Downtown Flower Program-PON (promote Oxford now) has turned over new members. This group wants to concentrate on the Oxtober fest where the prior members wanted to concentrate on the flowers. It is \$990 to buy flowers from Pires then watering amounts to \$1,600 for the summer for \$60 a basket. Motion by Trustee Leach and seconded by Trustee Hendricks to spend \$480 for eight (8) hanging baskets for the flower program downtown. Lions, Mason, and Rotary will take six (6) also.

Rotary will get a sound system for Lafayette Park. Rotary will contribute money along with a grant. This is a Rotary project for the most part.

Community Band-they will be following current covid guidelines with masks optional. Francis Wilcox can make this decision.

The Board wants to start bringing in department heads starting in June and we will bring one a month. OFD/EMS, DPW then Police and WWTP. Mayor Stark will work on a schedule.

**NEW BUSINESS:**

None

**TRUSTEE COMMENTS:**

Trustee Leach got the deed signed from the school for the well. We will give them credit for \$8,000 and the credit will end when it is used up.

Trustee Rice asked about the public restrooms at WWTP and people want it open. We will not be opening it up as the WWTP Operators do not want to clean these restrooms.

Sidewalk replacement at Scott Street-Jane Ford sent in her quotes.

**ADJOURNMENT:**

Mayor Stark made a motion to adjourn the meeting at 10:05 pm

Next Regular meeting will be June 29<sup>th</sup> at 7:00 for the audit committee and 7:30 for the regular meeting.

Respectfully Submitted,

Shelly W. Marks  
Clerk-Treasurer

**RESOLUTION TO AUTHORIZE APPLICATION, RECEIPT  
USE AND DISBURSEMENT OF**

**United States Department of Agriculture (USDA) Rural Housing Services (RHS)  
Disaster Relief Act 2019 Grant Funds for Community Facilities**

**Title of Resolution:** A resolution to authorize commitment, application for and receipt, use and disbursement of USDA RHS Community Facilities funds.

At a regular meeting of the Village Board of Trustees of the Village of Oxford, Chenango County, New York, held at the Village Hall, on the 25th day of May 2021, at 7:30 p.m.:

The meeting was called to order by Mayor Stark and upon roll being called the following were Present:

Terry M. Stark	Mayor
Richard Marks	Trustee
Dustin Hendricks	Trustee
Dale Leach	Trustee
Richard Rice	Trustee

The following resolution was offered by Trustee Marks, who moved its adoption, seconded by Trustee Hendricks to wit:

**WHEREAS**, the United States Department of Agriculture (USDA) Rural Housing Services (RHS) Disaster Relief Act of 2019 has made available Grant Funds for Community Facilities including the purchase of Fire apparatus to protect the property as well as the health and safety of all village of Oxford and Oxford Fire District #23 residents; and

**WHEREAS** the Village of Oxford has authorized the replacement of a 20-year-old engine no longer capable of performing its essential duty, and

**WHEREAS** the Village Board of The Village of Oxford hereby authorizes the Mayor to apply for such funds and to execute such documents, therefore

**BE IT RESOLVED** that Terry M. Stark, as Mayor of The Village of Oxford, is hereby authorized and directed to file an application for funds from the US Department of Agriculture (USDA) Rural Housing Services (RHS) Disaster Relief Act 2019 Grant Funds for Community Facilities in an amount not to exceed Five Hundred Sixty Seven Thousand (\$567,000) Dollars representing 75% of the total project estimated cost of Seven Hundred Fifty Six Thousand (\$756,000) Dollars of which the Village will provide a 25% match of One Hundred Eighty Nine Thousand (\$189,000) Dollars and upon approval of said request to enter into and execute a project agreement with the U.S. Rural Housing Services Division of USDA for such financial assistance to the Village of Oxford for the Community Facilities Program.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Terry M. Stark, Mayor	Aye
Dale Leach, Trustee	Aye
Richard Marks, Trustee	Aye
Dustin Hendricks, Trustee	Aye
Richard Rice, Trustee	Aye

Adopted May 25, 2021