

A Re-organizational Meeting of the Board of Trustees of the Village of Oxford was held on July 11, 2023 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830 at 7:00 P.M.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Richard Marks, Trustee Dustin Hendricks, Trustee Richard Rice, EMS Chief Mark Forrest, Fire Chief Ron Martin, Clerk-Treasurer Shelly Marks.

Mayor Terry Stark called the meeting to order at 6:59 p.m.

The Pledge of Allegiance to the American Flag was given.

Mayor Stark handed out the Code of Ethics to all Board Members.

FIRE DEPARTMENT:

The SAFER Grant has been applied for in the past but the OFD has finally received this grant. This is with a big thanks to Julie Burline for all of her help.

Chief Martin introduced Kylie Ferguson. She is interested in becoming the new Recruitment and Retention Coordinator for the fire department. She lives in Canajoharie and is involved with the Canajoharie Volunteer Fire Department as a SAFER Grant Administrator and is willing to work for Oxford also. Kylie would like to work with the youth to get them involved either now or in the near future. Education is a big part of getting recruitments.

Trustee Leach moved and Trustee Marks seconded the motion to support the recommendation of the Fire Chief and the Fire Council to hire Kylie Ferguson as the new Recruitment and Retention Coordinator for the fire department. All voted aye, motion carried.

The Brisben Fire Department is preparing to legally dissolve; the territory that Brisben covered in the Town of Oxford may now become part of Fire District #23 (Smithville, Preston, and Oxford). The Town of Oxford will now need to contract with either the Village of Oxford or another town/village that offer fire protection. It is likely the Town of Oxford would contract with the Village of Oxford and the Town of Greene would contract with the Village of Greene for parcels in the Town of Greene. Additionally, the Town of Smithville has several parcels that may also need fire protection from the Village of Oxford expanding fire district #23. There was talk of putting together a new district but that will probably not happen. They will just end up expanding the district. The equipment at the Brisben Fire Department will be auctioned off. Their attorney will be contacting supervisors and lawyers to figure out what needs to happen.

Mayor Stark discussed and proposed the following Re-Organizational Meeting Resolutions:

I Advance Approval of Claims

Pursuant to Village Law § 5-524(6), the board of trustees may, by resolution, authorize claims for public utility services, postage, freight, and express charges to be paid in advance of audit.

Trustee Leach moved and Trustee Hendricks seconded the following resolution:

BOARD RESOLUTION:

“WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, and express charges; and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

II Mileage Allowance

Pursuant to Village Law § 5-524(7), the actual and necessary expenses the officers and employees incur in performing their official duties are a village charge. However, the board of trustees may, in lieu of auditing and allowing a claim for actual and necessary expenses for travel, determine by resolution to pay a reasonable mileage allowance for use of personal automobiles in performing official duties.

Trustee Rice moved and Trustee Marks seconded the following resolution:

BOARD RESOLUTION:

“WHEREAS the board of trustees has determined to pay a fixed rate for mileage as reimbursement to Village officers and employees who use their personal automobiles while performing their official Village duties;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees will approve reimbursement to such officers and employees at the rate of \$.60 per mile.

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

III Attendance at Schools and Conferences

Pursuant to General Municipal Law § 77-b, municipal officials and employees may attend schools, conferences, and seminars conducted for the benefit of the local government. However, attendance is not authorized, nor can reimbursement be applied for, unless the board of trustees approves of the attendance in advance. This would include such meetings as NYCOM’s Annual Meeting/Training School, the Fall Training School for Fiscal Officers/Municipal Clerks, the Public Works School.

Trustee Hendricks moved and Trustee Rice seconded the following resolution:

BOARD RESOLUTION:

“**WHEREAS** there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors Annual Meeting and Fall Training School for Fiscal Officers and Municipal Clerks; c) the New York State Conference of Mayors Public Works School, d) the following county association meetings, e) etc.; and

WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are authorized to attend the following schools:

Shelly Marks	Fall Training School for Fiscal Officers and Municipal Clerks Training School
Brenton Rideout	New York State Conference of Mayors Public Works
Bill Kelsey, Jr.	New York State Conference of Mayors Public Works

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

IV Designating Depositories

Pursuant to Village Law § 4-412(3) (2), the board of trustees must designate, by resolution, banks, or trust companies in which the treasurer, clerk, receiver, and town receiver who are designated and appointed as village receiver may deposit village moneys received by them.

Trustee Marks moved and Trustee Leach seconded the following resolution:

BOARD RESOLUTION:

“**WHEREAS** the board of trustees has determined that Village Law § 4-412(3) (2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees designates NBT Bank depository of all monies received by the Village Clerk-Treasurer and receiver of taxes.

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

V Procurement Policy

Pursuant to General Municipal Law § 104-b, every municipality must adopt a policy governing the procurement of all goods and services which are not required to be purchased pursuant to the competitive bidding requirements of General Municipal Law § 103. The local policy should take

into consideration local circumstances and needs and must be adopted by resolution of the board of trustees. Since the procurement policy must be reviewed annually, it is the policy of the Village Board to complete the review as part of the reorganizational meeting.

Trustee Leach moved and Trustee Hendricks seconded the following resolution:

BOARD RESOLUTION:

“WHEREAS the board of trustees has established a procurement policy pursuant to General Municipal Law § 104-b; and

WHEREAS the board of trustees has reviewed the Village of Oxford Procurement Policy as part of its annual reorganization.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees adopts the current policy attached hereto.

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

VI CREDIT CARD POLICY

Pursuant to General Municipal Law § 104-b, every municipality must adopt a policy governing the procurement of all goods and services which are not required to be purchased pursuant to the competitive bidding requirements of General Municipal Law § 103. The local policy should take into consideration local circumstances and needs and must be adopted by resolution of the board of trustees. Since the Credit Card policy must be reviewed annually, it is the policy of the Village Board to complete the review as part of the reorganizational meeting.

Trustee Rice moved and Trustee Hendricks seconded the following resolution:

BOARD RESOLUTION:

“WHEREAS the board of trustees has established a Credit card policy pursuant to General Municipal Law § 104-b; and

WHEREAS the board of trustees has reviewed the Village of Oxford Credit Card Policy as part of its annual reorganization.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees adopts the current policy.

Section 2. That this resolution is effective immediately

Mayor called the vote and all voted Aye. Resolution approved.

VII Official Newspaper

Pursuant to Village Policy, the board of trustees designates, by resolution, an official newspaper of record at its annual reorganizational Meeting. The paper must be one which has general circulation within the village and cannot be a publication primarily used for advertising purposes.

Trustee Rice moved and Trustee Marks seconded the following resolution:

BOARD RESOLUTION:

“WHEREAS the board of trustees has determined that Village Policy requires the designation of an Official Village Newspaper of Record;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees designates The Evening Sun of Norwich, New York as the publisher of record for all legal notices.

Section 2. That this resolution is effective immediately.

Mayor called the vote and all voted Aye. Resolution approved.

VIII Reorganization Meeting Date

Pursuant to Village Law § 3-302(1) the official year of the Village begins at noon on the first Monday of the month following the village election. Since the organizational meeting for the next official year is not scheduled by operation of law, the Board of Trustees must establish that date.

Trustee Hendricks moved and Trustee Rice seconded the following resolution.

BOARD RESOLUTION:

“WHEREAS the Board of Trustees wishes to hold a reorganizational meeting as soon as possible after the beginning of the Village’s Official Year on the first Day of July 2024; and

WHEREAS the first Monday of the month following the election in June of 2024 is **the 1st of July:** and

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees has set the date for the next Reorganizational meeting as Tuesday, **July 2, 2024.**

Section 2. That this resolution is effective immediately.”

Mayor called the vote and all voted Aye. Resolution approved.

AGREEMENT
Between
THE VILLAGE OF OXFORD
-and the-
TEAMSTERS LOCAL 317

JUNE 1, 2023 - MAY 31, 2026

RESOLUTION NO. 2023-7-11-1

Following discussion, Trustee Hendricks moved and Trustee Marks seconded a resolution to approve the 3-year Union Contract with Local 317 of the Teamsters union.

RESOLUTION AUTHORIZING AN AGREEMENT WITH VILLAGE OF OXFORD NEW YORK AND TEAMSTERS LOCAL 317

WHEREAS, the Village of Oxford has reached a tentative agreement with Teamsters Local 317; and

WHEREAS, local 317 has ratified this agreement and there is a need for the Village to ratify said agreement.

NOW, THEREFORE, BE IT RESOLVED by the Oxford Village Board that the tentative agreement with Local 317 for 2023 as set forth in Exhibit A which is attached hereto and incorporated herein is authorized approved and ratified.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Oxford Village Board that the Village Mayor and Village Clerk are authorized to execute this contract to implement this resolution.

There being no further discussion, the mayor called for the vote with the results as follows:

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

Dale B. Leach	Aye
Richard Rice	Aye
Dustin F. Hendricks	Aye
Richard A. Marks	Aye
Terry M. Stark	Aye

The resolution was thereupon declared adopted By the Village Board of the Village of Oxford, Chenango County, New York, this 11th day of July, 2023.

ADJOURNMENT:

Mayor Stark made a motion to adjourn the meeting at 8:46 p.m.

Next Regular meeting will be July 25th at 7:30 for the Regular Monthly Board meeting.

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer