

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on October 29, 2024 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 Mary Branham, OIC Adam Francis, DPW Superintendent Bill Kelsey, WWTP Operator Brenton Rideout, Fire Chief Ron Martin, Clerk-Treasurer Shelly Marks.

**Absent:** Captain Mark Forrest, Zoning Officer/Dog Warden Roger Barrows

The Village Trustees (Audit Committee) reviewed each of the invoices in the abstract for October 2024.

Mayor Terry Stark called the Regular meeting to order at 7:28 p.m.

Pledge of Allegiance to the American Flag was given.

**PUBLIC CONCERNS:**

None

**ABSTRACT:**

Trustee Leach seconded by Trustee Branham made a motion to approve Abstract #005 as presented. All voted aye and motion was carried.

General Fund	\$102,622.22
Water Fund	\$ 5,838.03
Sewer Fund	\$ 22,308.59
Water Project	\$ 12,417.43
EMS	\$ 0.00
Capital Projects	<u>\$623,725.30</u>
	\$766,911.57

**APPROVAL OF MINUTES:**

Trustee Hendricks moved and Trustee Marks seconded a motion to approve the September 24<sup>th</sup> and October 15<sup>th</sup> 2024 Meeting Minutes. All voted aye and motion was carried.

**TREASURER'S REPORT:**

Trustee Leach moved and Trustee Branham seconded a motion to approve the September Treasurer's Report. All voted aye and motion was carried.

**JUSTICE REPORT:**

Trustee Hendricks moved and Trustee Marks seconded the motion to approve the September Justice Report from Judge Ross. All voted aye and motion was carried.

**POLICE DEPARTMENT:**

OIC Francis presented his monthly report to the board. The police car was under warranty, and it was the fuel line that needed repairing. It is all fixed now. Overnight parking starts November 1<sup>st</sup> and tickets will be issued.

**WASTEWATER PLANT:**

Route 12 pump station stopped working while WWTP Operator Rideout was on vacation. They had to order two Liberty pumps (were using Myers pumps in the past) and managed to get them down in the hole. Everything is working again. WWTP Operator Rideout called W2O and had them come in and replace the rails and hardware at the Route 12 pump station. While working there, they noticed that the concrete holding the manhole up is starting to get bad. At some point, this is going to have to get dug up and the concrete will have to be redone. The pump station box on Route 12 is going to have to be replaced very soon. It is very rusty and should be stainless steel so all the salt that is spread on Route 12 does not rust it all up like it is right now.

As of right now, they are having an issue with GP5 (big one across the river) that they are still trying to figure out what to do with. They have flushed out GP5 and the wet well at the wastewater plant. This week WWTP Operator Rideout is going to get rid of our sludge and take it to the landfill to get us some space freed up to store it for the winter.

#### **DEPARTMENT OF PUBLIC WORKS:**

SPW Kelsey said the street sweeper has been out twice a week, but it needs to be repaired so he may not be able to finish the village. He has some trucks that are going to need to be replaced. There are many municipalities that are getting rid of their big trucks and a CDL license is not required to drive them. New trucks are years out – if we order now, we will get one in two years. SPW Kelsey talked about replacing the Western Star with a mini wing to decrease plowing time. He will get together with Mayor Stark to go over truck prices.

The lead and copper inventory has taken up a lot of his time. They found no lead service in any houses (they do not care about goosenecks). We must send out letters to the unknown houses regarding this. The survey was sent to the DOH to be sure everything is all included. We have 250 residents that need a letter regarding lead and then a lengthy list of unknown items.

#### **OFD REPORT:**

Chief Martin told the Board that the fire department received a One Million Dollar award out of 16,000 applications that were submitted. Several applicants were from downstate, but this award was only eligible for those upstate. Eighty-eight in total were awarded and we were one of seven awards. Oxford scored the highest of all the applications that were submitted. V-Fire is the first one of many according to Governor Hochul. We are nervous because they will be sure everything is being done correctly since this is the first grant.

The generator and conduit have been placed. The old generator has been removed. Chief Martin said they are moving along very well. Mayor Stark asked many questions regarding the grant, how it works, timeline, managing grant money, etc. This is a three-year grant, and it goes in phases. Julie Burline is going to be handling the grant information.

The Board was told to focus on the last three columns on the budget paperwork Mayor Stark sent on the V-Fire State Grant.

Mayor Stark must contact AB Construction regarding the roof replacement. The fire committee will be meeting on 11/12 to discuss the roof replacement, and we will contact AB Construction after that meeting. The total project should only take about a week to complete. Once we are in contact with them, we will find out their thoughts.

A couple of trucks are going to Syracuse one at a time for maintenance. They need brake work at \$3,500 per truck. Hydraulic leak on 267-the ladder truck. This could be up to \$15,000 and they will try to find the leak. When 267 leaves the district (for at least a week), there is no engine. The fix should be quick. The committee is still looking for 262 replacements, but it is not going that well.

ISO review is not going to be doing well since they do not have the vehicles they should have. None of our mutual aid neighbors carry the supply line that we do. 4Y is our rating now. Best is a one. This could affect the home insurance rates.

The Auxiliary is having a chicken BBQ dinner this Saturday. The chicken will be done at the station at 4:00 for take-out only.

#### **CODE ENFORCEMENT:**

Roger Barrows was not present. There is a walk through at 10:00 tomorrow for the 6 Greene Street demolition. November 13<sup>th</sup> is the date for the bid opening.

Fayette Street – they are burning rubber off copper and the DEC was called on that. Bikes and garbage all over the yard and the pool is still standing and wants it removed, or something done to it.

We can have the DPW let Zoning Officer Roger Barrows know if they notice that the sidewalks need to be shoveled.

**OLD BUSINESS:**

NY Forward Grant – Mayor Stark received a phone call from state. They want to interview the village on December 4<sup>th</sup> and do a walk-through of our projects. On November 22<sup>nd</sup> we will do a walk through with Sal Testani from Commerce Chenango (Mayor Stark, Allison Yacano, Mary Branham) and show what is planned. They are coming to the community to see what we want to do in the community.

**NEW BUSINESS:**

Cole Peppia from the Tree Board wants to upgrade the tree inventory project. Mayor Stark will put something together for Cole.

**Resolution #24-10-29-1**

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF OXFORD TO  
ACCEPT \$10,000 GRANT FUNDING FROM THE NEW YORK STATE ENERGY  
RESEARCH & DEVELOPMENT AUTHORITY (NYSERDA)**

**WHEREAS**, the New York State Energy Research & Development Authority (NYSERDA) has available funds to promote sustainable energy practices and reduce reliance on fossil fuels; and

**WHEREAS**, the Village submitted a grant application to NYSEDA for a Clean Energy Communities Action Grant in the amount of \$10,000; and

**WHEREAS**, the grant funds requested will be used to begin installation of a heat pump for partial coverage of the combined Village Hall and Justice courthouse with a mini-split system that will provide efficient cooling and supplement existing heat system; and

**WHEREAS**, the Village has been awarded this \$10,000 grant;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Oxford hereby accepts the grant funding in the amount of \$10,000 from the New York State Energy Research & Development Authority (NYSERDA); and

**BE IT FURTHER RESOLVED**, that the Village Mayor and/or his designee is authorized to execute any necessary documents to effectuate the acceptance of this grant and to oversee the implementation of the purchase and installation of the mini split system.

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

Richard Marks,	Aye
Dale Leach,	Aye
Dustin Hendricks,	Aye
Mary Branham,	Aye
Terry M. Stark,	Aye

Adopted October 29, 2024

**Resolution #24-10-29-2**

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

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE VILLAGE OF OXFORD TO  
ACCEPT NYSERDA CERTIFIED VENDOR BLUEOX ENERGY AND SERVICE  
PRODUCTS PROPOSAL TO INSTALL ENERGY IMPROVEMENTS**

**WHEREAS**, the Board of Trustees of the Village of Oxford accepted grant funding in the amount of \$10,000 from the New York State Energy Research & Development Authority (NYSERDA), and

**WHEREAS**, the Village Mayor and/or his designee was authorized to execute any necessary documents to effectuate the acceptance of the grant and to oversee the implementation of the purchase and installation of the proposed mini split system, and

**WHEREAS**, NYSERDA certified Blueox Energy products and Services of Oxford, New York has proposed to install a mini-split-system heat pump for partial coverage of the combined Village Hall and Justice Courthouse that will provide efficient cooling and supplement existing heat system at a cost of thirteen thousand seven hundred and forty dollars (\$13,740); and

**WHEREAS**, Time is of the essence in the case of a public emergency arising out of poor air quality in the courthouse and approaching winter weather affecting public buildings, public property or the life, health, safety or property of the inhabitants require immediate action which cannot await competitive bidding or competitive offering, contracts for public work or the purchase of supplies, material or equipment may be let by the appropriate officer or district therein.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Oxford hereby:

1. Waive the competitive bidding process due to public health issues related to poor air quality in the Town and Village Courtroom
2. Accept the Blueox Energy products and Service Company proposal at a cost of thirteen thousand seven hundred and forty dollars (\$13,740)
3. Project costs to be funded with \$10,000 from the NYSERDA grant and \$3,740.00 from general Fund Accounts #1110.400 Justices in the amount of \$1,870 and Village Hall Account #1620.441 in the amount of \$1,870.

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

Richard Marks,	Aye
Dale Leach,	Aye
Dustin Hendricks,	Aye
Mary Branham,	Aye
Terry M. Stark,	Aye

Adopted October 29, 2024

**TRUSTEE COMMENTS:**

None

**ADJOURNMENT:**

Mayor Stark made a motion to adjourn the meeting at 9:33 p.m.

Respectfully Submitted,

Shelly W. Marks, Clerk-Treasurer