

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on May 28, 2024 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. Audit Committee met at 7:00 P.M. and Regular Board meeting at 7:30 P.M.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Richard Rice, Trustee Dustin Hendricks, Trustee Richard Marks, WWTP Operator Brenton Rideout, DPW Superintendent Bill Kelsey, Deputy Clerk-Treasurer Paula Crippen.

Absent: Zoning Officer/Dog Warden Roger Barrows, Fire Chief Ron Martin, EMS Chief Mark Forrest, OIC Adam Francis

The Village Trustees (Audit Committee) reviewed the invoices on the abstract for May 2024.

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

Pledge of Allegiance to the American Flag was given.

PUBLIC CONCERNS:

None

ABSTRACT:

Trustee Leach moved and Trustee Hendricks seconded a motion to approve Abstract #012 as presented. All voted aye and motion was carried.

General Fund	\$ 94,691.84
Water Fund	\$ 8,421.05
Sewer Fund	\$ 41,558.08
EMS Fund	\$ -0-
Water Project	\$ -0-
	<u>\$ 144,670.97</u>

APPROVAL OF MINUTES:

Trustee Rice moved and Trustee Marks seconded a motion to approve the April 30, 2024 and May 16, 2024 meeting minutes. All voted aye and motion was carried.

TREASURER'S REPORT:

Trustee Rice moved and Trustee Hendricks seconded a motion to approve the February, March, and April 2024 Treasurer's reports.

The village's accountant from Insero recommended making budget modifications to FY 2022-2023. Trustee Leach moved and Trustee Marks seconded a motion to make budget modifications per listed recommendations. All voted aye and motion was carried.

JUSTICE REPORT:

Justice report for April has not been received from Judge Ross to date.

POLICE DEPARTMENT:

Officer Francis was absent but submitted a report. Trustee Hendricks moved and Trustee Leach seconded a motion to accept the report.

OFD REPORT:

Chief Martin was absent. Mayor talked with Sean Foran at Hueber Breuer today. He planned to have a recommendation for the roof bid for the fire station today, but did not. Per Rich Rice, Hueber Breuer took the removal of the chimney out of the bid specs, so there is some confusion if all contractors bid on the same specs.

EMS REPORT: Mark Forrest was absent. Mayor reported they need ambulance replacement eventually. Both ambulances were "down" at the same time this past week.

WASTEWATER PLANT:

WWTP Operator Brenton Rideout reported he attended 3 days of training to earn credit hours towards his water and wastewater licenses, as well as required PESH training. Chlorine system is up and running as we are required to chlorinate from May 15 – Oct. 15. Drained/cleaned chlorine contact tanks and secondary clarifiers. Took Dept. of Health representative to our wells to take samples. Received new Ford pickup truck. Helped DPW with some spring clean-up around village.

DEPARTMENT OF PUBLIC WORKS:

DPW Superintendent Bill Kelsey reported they were working on stump grinding but grinder is down and in need of repairs, if parts can be located (very old machine). May be better to rent one in the future instead of repair or replace (which could be \$100,000+/-). Busy getting parks ready – pressure wash/paint fountain and benches, hang flower baskets, parking lines painted, banners/flags replaced. Prepping streets for Suit Kote to do work starting on 5/30.

CODE ENFORCEMENT:

Roger Barrows was absent.

House at 6 Greene St. (owner Jablonski) needs to be demolished. We have a couple names of contractors with asbestos removal licenses. Probably October timeframe.

Joint meeting requested by Planning Board to address some code enforcement issues. Need to prioritize what needs to be enforced. Does code enforcement officer need help? Is there enough time to address all issues? Many violations are from absentee owners. Mayor will schedule to meet Tuesday, June 11 at 7:00 p.m.

OLD BUSINESS:

All agreed to revisions made to employee handbook. Just need to get out to all employees.

NEW BUSINESS:

Landscaping/flower program & summer student watering.

Access to river for boaters/kayakers. Very steep at WWTP boat launch and area under bridge isn't much better. Unfortunately, the village does not have the funds to make changes unless we were to receive some kind of grant.

The mayor indicated the village should seek assistance from Saratoga Associates regarding an application to the NY Forward Grant program in 2024. We are in the southern tier region and have applied for the 4.5 million dollar grant the last two years without success. We believe we have a competitive application and projects including project design work completed by Saratoga a few years ago. Mayor spoke with Saratoga Associates (SA) President Dan Shearer regarding assistance with the NY Forward 2024 Grant Application. Following a review of our past applications, SA believes we had all the meat/bones of a successful application but needed to strengthen the following important ingredients:

1. Participation of more local business owner in proposed transformational projects
2. Documentation of excited community members engaged in the downtown revitalization
3. Presentation of a plan that all the proposed projects are related and interwoven

SA submitted a proposal (attached) to engage with the village and NY Forward Committee to complete all the tasks listed in the proposal including items 1-3 above for \$18,000. The Oxford Industrial Development Association (OIDC) has agreed to pay \$10,000 of the cost and the mayor has recommended that the Village accept the proposal and provide the balance of \$8,000.

Following discussion, Trustee Leach moved and Trustee Marks seconded a motion to approve the proposal of \$18,000 with the Village paying the remaining \$8,000 to Saratoga Assoc. All voted aye and the motion was approved.

During the review, SA was also asked if they could assist with a new or revised comprehensive master plan for the Village and/or Town. The Village/Town completed a joint master plan in 1970 and has updated various parts of the plan including a Vision Plan in 2012 that addressed several key master plan projects that SA had designed with village input. However, SA indicated that a new or complete updated master Plan that would include all the necessary data, plans, designs and action steps to ensure eligibility for Federal, State, County or other funding agency grant awards would cost between \$80,000 and \$125,000. SA suggested that the Village on its own or jointly with the Town submit a Consolidated Funding Application (CFA) seeking a grant award to complete or update the older master plan documents.

Concurrent with all this information, Allison Yacano, a planner employed by the Chenango County Planning Department, member of Town Planning Board and member of the Village NY Forward Committee has indicated the Town Planning Board has been discussing similar planning needs and is interested in a new master plan. However, as the case with the Village, a full plan is cost prohibitive. She is willing to write the CFA this summer if the Village and Town are in agreement. Most planning grants would require a 10% match. Consequently, if the Village and Town were awarded \$80,000 to 125,000 grant, the matching payment would be somewhere between \$8,000 and \$12,000.

The mayor will contact the Town Planning Board and Supervisor Davis to determine if there is a joint path forward and if so, how the matching requirement could be shared.

TRUSTEE COMMENTS:

Rich Rice said a vendor was parked in a "no parking" zone during last Saturday's farmer's market. Worried it could cause an accident since it is at a busy corner. The mayor will address this with the market organizers.

ADJOURNMENT:

Mayor Terry Stark made a motion to adjourn the meeting at 8:44 p.m.

Respectfully Submitted,

Paula Crippen
Deputy Clerk-Treasurer