

A Special Meeting of the Board of Trustees of the Village of Oxford was held on February 11, 2025, at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. The Board met at 6:30 P.M.

**Present were:** Mayor Terry Stark (via Skype), Trustee Dale Leach, Trustee Richard Marks, Trustee Mary Branham, DPW Superintendent Bill Kelsey, WWTP Operator Brenton Rideout, Town of Supervisor Susan McIntyre, Clerk-Treasurer Shelly Marks.

**Absent:** Trustee Dustin Hendricks

Mayor Terry Stark called the Special meeting to order at 6:36 p.m.

Mayor Stark asked Supervisor McIntyre to explain what she is looking to accomplish and what we can do to help the situation. The Town of Guilford has two water districts and Guilford is the one in question, their source is Guilford Lake. There has been a higher performance for their system operator class 2A license and has been for many years. The Department of Health (DOH) in Norwich notified them that they are lacking a backup operator with a class 2A license, this is a correct statement she said. They have two water districts and the other is in Mt Upton which has a ground water system for the class C system. They have been cited on this in the past.

Sandra Powell from the Public Health office has been in contact with Supervisor McIntyre. In order to satisfy their findings to operate they need another Class 2A operator in case their current operator has an issue and cannot run the system. Class 2A and Class C Operators both know how to operate the systems. Supervisor McIntyre reached out to Sandy Powell at the county level and they went through a list of all the operators. WWTP Operator Brenton Rideout has the advantage of being a Class 2 Operator and also is right over the hill from them. Supervisor McIntyre originally reached out to Brenton at the plant. This is something new and there is no template to follow at this point. The Town of Guilford's current operator is not interested in upgrading his license.

There are two ground water drinking water on private property off of School Street and will be a standalone ground water well and get away from the lake water. Town of Guilford is looking to have the system completed and the first well has been proven and the second well has been tested. They figure they are at 85% complete to be able to go out to bid. They will tap into the existing water meters and install water meters. There will be a few lead connections, tank is in place and this is just before the top of the hill on Drachler Road in Guilford. The tank has been there for a number of years. They need to get a new line run into the chlorination line and tap into the system.

Supervisor McIntyre is hoping to never need to use Brenton but they need a backup operator to satisfy the DOH on their being written up. There is minimal risk to the person who would step in if they are used.

Brenton would be covered under the Village of Oxford's insurance and workers' compensation while being at the Town of Guilford. If there is an opportunity that this can work out, we will work out the details. If there is no opportunity, we will stop the discussion now and not waste anyone's time.

If the Board is comfortable and we can agree on this, we will put something in writing to be fair to everyone.

Trustee Leach understands that this is a short-term deal until Guilford has the system online.

Trustee Branham feels this is pretty cut and dry. She suggests sending a bill to the Town of Guilford if Brenton is called to Guilford while he is on the clock in Oxford. They would need to reimburse the village but she has no other issues.

Trustee Marks says this issue is temporary and seems very minimal and will not take too much time. If Bill and Brent are okay with this minimal item, he has no concerns coming out of the box.

WWTP Operator Brent Rideout is fine with this suggestion. The odds that he even must go there are minimal. He says to make it simple and, if he ends up going to Guilford, then we revisit this issue.

Bill said that if there is an emergency in Oxford, we come first and Guilford comes second. The chances are slim of this happening as long as it does not interfere with the day at Oxford.

Mayor Stark said that if Brent is okay with this and he must go to Guilford, we can revisit this situation. Bill asked if Brent feels comfortable if he must go to Guilford and if he is prepared to step in. Bill said Brent would have to spend some time in Guilford to check out their system so he is brought up to speed with their system.

Mayor Stark is in agreement with all of this. There will be no vote tonight but we will vote at our regular monthly meeting on February 25<sup>th</sup>. A tentative agreement will be formalized at our meeting. Trustee Marks moved and Trustee Branham seconded the motion to get an agreement in place. All approved, carried.

Mayor Stark said that if something should happen between now and then, Supervisor McIntyre is free to call Brenton for help.

Supervisor McIntyre feels that everything is good. Supervisor McIntyre, WWTP Operator Rideout and DPW Superintendent Kelsey should have a discussion together and they will report at our regular board meeting on February 25<sup>th</sup>.

**ADJOURNMENT:**

Mayor Stark made a motion to adjourn the meeting at 7:02 p.m.

Respectfully Submitted,

Shelly W. Marks  
Clerk-Treasurer