

## OXFORD TOWN BOARD MEETING

Wednesday, May 14, 2014

Town & Village Hall

The Monthly Meeting of the Oxford Town Board was called to order by Supervisor Lawrence Wilcox at 7:30 pm at the Village Hall for the transaction of such business that may lawfully come before the Board. The meeting opened with the salute to the flag of the United States of America.

Present were:

Supervisor: Lawrence Wilcox  
Council: Jerry Locke  
Alan Davis  
Ron Charles  
John Hofmann

Town Clerk: James W. Hemstrought Jr.  
Highway Superintendent: Timothy Tefft

Absent: John Hofmann

Others Present: Patrick Moore, Town Pool Director; Paul Romahn, Ken Ryan, Planning Board President and Secretary, respectively and eight other.

### Minutes Previous Monthly Meeting:

Alan Davis made a motion to approve the minutes of April 9, 2014. Motion was seconded by Jerry Locke and carried with 4 Ayes.

### Supervisor's Monthly Report:

Supervisor Wilcox handed out the Financial Accounting Information Sheets, Investment and Certificate of Deposit Reports, as of April 30, 2014. He also gave the following Revenues, Appropriations and Checkbook Balances:

#### April 2014

Revenues	64,533.17
Appropriations	58,711.41

Check Book Balances:

General	169,238.11
Highway	306,551.26
T&A	14,115.73
Water District #1	3,134.56

### PUBLIC COMMENTS:

Mina Takahashi distributed copies of a letter written by Roger Monaco, Attorney at Law to Lawrence Wilcox, Town Supervisor and dated July 16, 2008. The letter contained the following: "I am advised by the Association of Towns that the New York State Environmental Conservation Act pre-empts the ability of the Town to regulate oil and gas drilling by means of zoning. In other words, the Town Zoning Law regulating oil and gas drilling is invalid and unenforceable". Mina recommended that this letter be forwarded to our present Town Attorney.

### COMMUNICATIONS:

The April 2014 collateralized deposit account information report was received from BNY Mellon as part of the Tri-Party Collateral agreement among the Town of Oxford, NBT Bank, N.A. and the Bank of New York Mellon.

A packet containing the County Hazard Mitigation Plan of 2009 was handed out to the Town Board members to be updated. This plan, which the Town of Oxford uses, has to be updated every five years. The Town of Oxford primary and alternate points of contact are Lawrence Wilcox, Supervisor and Timothy Tefft, Highway Superintendent, respectively.

Letter was received from the State of New York announcing that CHIP's money for filling potholes will be paid separately in June, 2014.

**OTHER BUSINESS:**

Patrick Moore, Pool Director, distributed two forms for 2014 swimming lesson sign-ups and lesson registration, which the Town Clerk has also put on the Town Website. He stated that he has six new lifeguards and eight returning lifeguards. He hopes to have the Town Pool open by June 27<sup>th</sup> and expects to close by August 24<sup>th</sup>, 2014. There will be six weeks of lessons with two lessons each day. He has ordered the surveillance cameras, new safety signs, two new life jackets and three new umbrellas. The repairs to the pump house are to be made this week. Grants are being looked into for future financial help.

Supervisor Wilcox stated that the County pool water testing results showed that the Oxford Pool had the best water in the County.

NYMIR (New York Municipal Insurance Reciprocal) sent a letter requesting the Town of Oxford to have on file a Form I-9 for each employee. They also stated that the following Policies should be adopted: Americans with Disabilities Act (ADA) Employment Policy, Anti-Discrimination Policy and Sexual Harassment Policy.

Supervisor Wilcox directed the Town Board to review the Policies and Procedures and report back at the June meeting. The Policies and Procedures will also be looked over by the Town Attorney.

Supervisor Wilcox stated that there was a vacancy on the Zoning Board of Appeals and the Planning Board. He recommended Howard J. Seaman to succeed himself on the Zoning Board of Appeals to December 2018 and Jeff Locke to fill the Planning Board vacancy to December 2020.

Motion was made by Jerry Locke and seconded by Ron Charles to appoint Howard J. Seaman to succeed himself on the Zoning Board of Appeals to December 2018. The motion carried with 4 Ayes.

Motion was made by Alan Davis and seconded by Jerry Locke to appoint Jeff Locke to fill the Planning Board vacancy to December 2020. The motion carried with 4 Ayes.

Lawrence Wilcox, Supervisor, met with the Riverview Cemetery Committee at their last meeting and found that the Riverview Cemetery Association expects to have a \$5,600 deficit at the close of 2014. The Town has already paid the Association \$5,000 of the \$7,000 added to the 2014 budget. The Supervisor told the Association that they need to start some type of fundraising project to help with their financial obligations.

Paul Romahn, Planning Board Chairman, stated that the changes to the Zoning Ordinance that were presented earlier this year and approved are being reviewed for final submission to the Town Board. He also stated that there will be no further changes to the Zoning Ordinance until New York State makes their decision on gas drilling in our area.

**HIGHWAY SUPERINTENDENT'S REPORT:**

Tim Tefft, Highway Superintendent, reported that pothole patching is continuing, along with sweeping the second time around. The Town barn loading deck is being repaired. The Highway crew is hauling stone for road surface treatment and the problem on Basswood Road is in the process of being fixed. He stated that the problem of road signs being stolen has begun again and camera surveillance of the highway garage area would be beneficial. He also reported that a list of road repairs is being put together for projects to be worked on this summer.

**BILLS & CLAIMS: May, 2014**

Claims #67 thru #84, General Fund:	Total: \$11,910.32
Claims #66 thru #84, Highway Fund:	Total: \$43,441.04

Motion was made by Alan Davis and seconded by Jerry Locke to pay the bills and claims. Motion carried with 4 Ayes.

The next Town Board meeting will be held on June 11, 2014 at 7:30 pm in the Village Hall.

Meeting was adjourned by Supervisor at 8:25 pm.

James W. Hemstrought Jr.  
Town Clerk