

**OXFORD TOWN BOARD MEETING**  
**Wednesday, December 14, 2016**  
**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: Carl Koenig  
John Hofmann  
Jerry Locke  
Ron Charles

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

Absent:

Others Present:

**Minutes Previous Monthly Meeting:**

Jerry Locke made a motion to approve the minutes of November 9, 2016. Motion was seconded by Ron Charles and carried with 5 Ayes.

**Supervisor's Monthly Report:**

Review of Monthly Financial Accounting Information.

Supervisor Wilcox gave the following Revenues, Appropriations and Checkbook Balances:

**November 2016**

Revenues	\$ 2,495.73
Appropriations	\$ 52,735.65

Check Book Balances:

General	\$ 2,678.83
Highway	\$152,109.98
T&A	\$ 5,930.36
Water District #1	\$ 1,455.52

**PUBLIC COMMENTS:** No Public

**COMMUNICATIONS:**

Letter was received from New York State Agriculture and Markets, Kathleen Wright, Animal Health Inspector, with the Municipal Shelter Inspection Report of the Chenango County SPCA facilities, Norwich, NY. The SPCA received Satisfactory rating 365.

The SPCA Contract for the year 2017 was received. Following discussion, a motion was made by John Hofmann and seconded by Jerry Locke to accept the SPCA Contract for 2017. Motion carried by 5 Ayes.

Letter was received from Stokes & Levy, Attorneys and Counselors at Law, Cazenovia, NY, for consideration of their proposal for the provision of professional legal services to the Town of Oxford. The Town Board was in agreement that the Town of Oxford retain Stokes & Levy as an independent legal contractor on an as needed basis at \$85.00 per hour (paralegal time) and \$160.00 (Attorney time).

Motion was made by Ron Charles that the proposed Agreement from Stokes & Levy, Attorneys and Counselors at Law, Cazenovia, NY, be accepted as presented for the period January 1, 2017 thru December 31, 2017. The motion was seconded by Jerry Locke and carried with 5 Ayes.

The Town of Oxford, County of Chenango, Annual Financial Report for the fiscal year ended 12/31/2015 was received from the Oxford Tax Service. A copy of the report will be sent to the

**HIGHWAY SUPERINTENDENT'S REPORT:**

Highway Superintendent Tefft report that the following items have been completed that were recommended by the New York Municipal Insurance on their recent inspection of the Town Highway Garage: (1) the electrical outlets in the break room has been replaced with ground fault circuit interrupters (GFCI). (2) master battery disconnect switches have been added to the plow/dump trucks (3) a sign has been installed near the diesel fuel pumps to instruct drivers to shut engine off while fueling.

There was a clutch problem on one of the trucks and is now fixed. Mr. Tefft stated that if the new loader was ordered now, it could be delivered by February.

Motion was made by John Hofmann to purchase a new John Deere 624K Loader from Five Star Equipment, Kirkwood, NY, using Quote ID #13073538 in the amount of \$149,358.74 with a trade-in of the old 2005 John Deere 624J for \$42,000 which brings the balance due to \$107,358.74. Motion was seconded by Carl Koenig and carried with 5 Ayes.

**BILLS & CLAIMS:** December 14, 2016

Claims #186 thru #210    General Fund:    Total: \$ 7,703.09

Claims #176 thru #189    Highway Fund: Total: \$18,030.45

Motion was made by Ron Charles and seconded by Jerry Locke to pay the bills and claims.  
Motion carried with 5 Ayes.

The Re-Organizational Town Board meeting will be held on Wednesday, January 11, 2017 at 7:30 pm in the Village Hall.

Meeting was adjourned by Supervisor Wilcox at 8:15 pm.

James W. Hemstrought Jr.  
Town Clerk