

**OXFORD TOWN BOARD MEETING**

**Wednesday, June 11, 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:

Others Present and asked to address the Board:

Terry Stark, Village Mayor; Rich Anthony, Planning Board Member; Willard Bradley, resident.

**Minutes Previous Monthly Meeting:**

Alan Davis made a motion to approve the minutes of May 14, 2014. Motion was seconded by Ron Charles and carried with 5 Ayes.

**Supervisor's Monthly Report:**

Supervisor Wilcox handed out the Financial Accounting Information Sheets, Investment and Certificate of Deposit Reports, as of May 31, 2014. He also gave the following Revenues, Appropriations and Checkbook Balances:

**May 2014**

Revenues	\$ 680.56
Appropriations	69,175.35

Check Book Balances:

General	145,992.02
Highway	245,220.52
T&A	19,971.67
Water District #1	3,134.56

**PUBLIC COMMENTS:**

Terry Stark, Village of Oxford Mayor, brought the Town Board up-to-date on the progress being made on the Town/Village Comprehensive Plan. He is seeking an agreement from the Town of Oxford to share 25% of the costs of a pending Village contract with Saratoga Associates to perform a two phase Comprehensive Planning project at a total cost not to exceed \$38,000. The contract amount would be paid equally (\$9,500) from the Village, Town, NY Main Street Grant and the Oxford Industrial Development Corporation. Mayor Stark presented a 12-page document to the members of the Town Board contained all the particulars involved with updating the 1972 Comprehensive Plan and the objective of the proposal to complete several required components essential to the update.

Supervisor Wilcox asked the Board to review the material presented and be ready to discuss the Comprehensive Planning and our involvement at the July board meeting.

Rich Anthony talked about the training session he attended and his opinion that the Town of Oxford should have a paid, trained Zoning Enforcement Officer.

Jerry Locke, speaking for Pat Moore, Pool Director, said that pool repairs are going well and the pump is up and running. There were 65 kids signed up for swimming lessons, which is higher than usual and all the guards have been certified. Jerry said that Pat has suggested raising the wages of the guards since the New York State minimum wage has been raised to \$8.00 hr.

**COMMUNICATIONS:**

The May 2014 collateralized deposit account information report was received from BNY Mellon.

Information was received the New York State (ORPTS) that the Town of Oxford 2014 equalization rate has been set at 62.00.

Letter was received from the Norwich Youth Bureau that the Town of Oxford has been awarded \$2,100 youth service eligibility.

**HIGHWAY SUPERINTENDENT’S REPORT:**

Tim Tefft, Highway Superintendent, reported that pot holes are being filled and fifteen trees have been trimmed or cut down. Roadside grass cutting is in full swing, several roads will have stone and oil applied soon and the loading dock is being worked on. The 2005 loader is in need of repair and it is estimated that \$11,000 will be needed to fix it. Tim is looking at different options for doing the repair work.

Willard Bradley suggested that the Highway Dept. spray the sides of the town roads instead of cutting the grass. A product such as “Roundup” would be a safe alternative and would be more cost effective. Highway Superintendent Tefft said that the cost of the spray, storage and purchase of the new equipment for spraying wouldn’t save money.

**OTHER BUSINESS:**

Our insurance company suggested that we have on file several policy forms for employment, including “Americans with Disabilities Act” (ADA), “Anti-Discrimination” and “Sexual Harassment”. These policies were distributed to the Town Board for their approval and adoption.

Motion was made by Jerry Locke and seconded by Ron Charles to adopt the “Americans with Disabilities Act” (ADA), “Anti-Discrimination” and “Sexual Harassment” policies and have them on file in the Town Clerk’s office for use as needed. The motion was carried with a roll call vote as follows:

Jerry Locke	Aye
Alan Davis	Aye
Ron Charles	Aye
John Hofmann	Aye
Lawrence Wilcox	Aye

**BILLS & CLAIMS: June 2014**

Claims #85 thru #106, General Fund:	Total: \$ 6,236.33
Claims #85 thru #101, Highway Fund:	Total: \$68,782.56

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

The next Town Board meeting will be held on July 9, 2014 at 7:30 pm in the Village Hall.

Meeting was adjourned by Supervisor at 8:38 pm.

James W. Hemstrought Jr.  
Town Clerk