

**REVISED**  
**ROXBURY TOWN BOARD**  
**Regular Meeting**  
**August 14, 2023**  
**Grand Gorge Civic Center**

Part of our meeting is set aside for public comments. During this time, members of the community have the opportunity to comment to the board on matters of interest. Comments will be given in a civil manner, will be of reasonable duration, and will respect the privacy of all individuals. Specific questions will be passed along to the appropriate employee who will respond with the information requested in the days following the meeting. Questions of general interest will be referred to the administration for inclusion as a future Board agenda item.

**Call to Order**                      6:00 pm                      Regular Meeting

**Pledge of Allegiance**

**Minutes**                              July 10, 2023 - Regular Meeting & Public Hearing  
July 24, 2023 – Public Hearing & Special Meeting

**Requests to Speak:**              \*Mike Harrington – Water Project Update (written report)  
\*Renate Rennie – Roxbury Library funding

**Department Reports:**          Water / Sewer  
Planning Board  
Building & Grounds  
Highway  
Assessor  
Building Inspector  
Kirkside Park / Community Resources  
Grants  
Health Officer

**Old Business:**                      ► Hire Fire Inspector  
   ► Highway contract matters re: buyout & dues  
   ► Building issues – change building fees/violations  
   ► Verizon cell tower lease at Denver Water  
   ► CDBG Audit recommendations (procurement policy, etc.)  
   ► NYSDOH Low Income Household Water Assistance Program – Vendor Agreement?  
   ► Update Fair Housing Law?

**Letters to the Board:**              ► Michelle Minovi-concerns with proposed ATV Law  
   ► Supporting the proposed ATV Law  
   Wendy & Steve Greene              Danyelle Greene  
   Henry Gockel Jr.                      Michael Paul  
   Robert Paul                              Maria Paul  
   Henry Paul                                Dean F. DeLitta  
   Alex D. DeLitta                         Chris Caiazza  
   ► Todd Hillkewicz (JES Improvements) – request hook up to GG Water @ 1835 Ferris Hill Rd.  
   ► Renee Barchitta – concerns with and requirements for alcohol @ Town of Roxbury meetings/public events/properties

## Discussion from Residents

### **ISSUES FOR ADOPTION / DISCUSSION**

#### **► MOTIONS / RESOLUTIONS**

- Department Reports
  - \*Town Clerk monthly report for July 2023
  - \*Supervisor's monthly report for June 2023
  - \*Assessor's monthly report for July 2023
  - \*Water District's monthly report for July 2023
  - \*Justice Court monthly report for July 2023
  - \*Parks Dept. status report for August 2023
  - \*Building Inspector's monthly report for June - August 2023
  - \*Dog Control monthly report for January-July 2023 **(No report rec'd)**
- ATV/UTV proposed Local Law (doing or not?)
- Agreement with Delaware County for Town Snow & Ice Control on County Hwy 41 and authorize the Hwy Supt to execute the agreement
- Agreement with Delaware County for Town Snow & Ice Control for VanAken Rd. to the Grand Gorge Sewer Plant and authorize the Hwy Supt to execute the agreement
- Appoint Fair Housing Officer
- Hire new cleaning person for Civic Center
- Fill vacancy on Highway Dept.
- Retirement reporting resolution of time for appointed positions
- Allow JES Improvements (Russac) to hookup to GG Water @ 1835 Ferris Hill Rd. and approve water connection contract for same
- Health Insurance renewal with Excellus BCBS and Lifetime Benefit Solutions (HRA) @ following rates: Health per month Single \$617.87; 2 Person \$1,235.74 & Family \$1,760.93. HRA per year: Single \$7,500 and 2 Person / Family \$15,000
- Proposal Accurate Touch Landscaping \$3,600 for hand clearing and string trimming Roxbury Sewer gullies
- Denver Water Project – Change Order #4 Hubbell Inc. decrease of \$6,942.29 to close out project
- Refunds for two contracts for Park rental \$450 total
- ARPA Funds - additional materials to install electronic speed signs \$317.15

#### **► OTHER INFO/DISCUSSION**

- Esker (now Russac) water & sewer hookup
- Issues with Roxbury/GG Water Billing software - complaint of being confusing to figure out how balance was arrived at
- Delaware County Clean Sweep Program -chemical Disposal Day Business drop off 9/22/23 and Households 9/23/23 - MUST REGISTER (cleansweepdelaware.evenbrite.com)
- Water Project cost updates distributed to Town Board
- Mandatory annual training status report distributed to Town Board (Harassment & Discrimination and Violence Prevention)
- AED machine compliance

**AUDIT** - approve abstract of bills

**REMINDERS:** \*September 22 Town Hall Open House @ 4:30 pm and Dedication @ 5:00 pm  
\*October meeting will be held October 10<sup>th</sup> (Tuesday due to Columbus Day holiday)  
\*November meeting will be held November 9<sup>th</sup> (Thurs. after Election)

<b>ARPA FUNDS</b>	<b>Rec'd to date</b>	<b>Pmt #1 \$117,673.06</b>		
		<b>Pmt #2 \$ 480.43</b>		
		<b>Pmt #3 \$118,153.49</b>		
		<b>TOTAL \$236,306.98</b>		
<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Date Paid</b>	<b>Balance</b>
Traffic Logix Corp.	Electronic Speed Signs & posts	\$24,845.00	7/11/22	\$211,461.98
William Walcutt	Pleasant Valley Stream Work	\$17,900.00	9/12/22	\$193,561.98
Roxbury Fire Dept.	Defibrillator Equipment	\$20,000.00	9/12/22	\$173,561.98
AED Superstore	Qty 4 – Defibrillator Machines	\$4,910.00	10/10/22	\$168,651.98
David Rainbird	Graphic Designer for DRI Grant app	\$3,000.00	10/10/22	\$165,651.98
Vecc Video	Video Services for DRI Grant	\$3,350.00	11/10/22	\$162,301.98
Robert Finke & Sons Inc.	Speed sign install equip rental	\$820.00	12/12/22	\$161,481.98
Wadler Bros Inc.	Speed sign installation materials	\$424.96	12/12/22	\$161,057.02
Grand Gorge Fire Dept.	Req #1 - Equipment & Firehouse tables	\$12,575.83	3/20/23	\$148,481.19
Tri-County Commun Inc.	Highway Radios, set up fee & 2yr main fee	\$42,716.66	3/20/23	\$105,764.53
Grand Gorge Fire Dept	Req #2 – Kitchen Equipment & Furniture	\$7,424.17	6/12/23	\$98,340.36
Roxb/GG Water Districts	Water Meter Read Transceiver	\$6,831.88	5/8/23	\$91,508.48
Peters Welding & Fabric.	Repairs at Transfer Station	\$9,800.00	Obligated	\$81,708.48