

**ROXBURY TOWN BOARD**  
**Regular Meeting**  
**December 11, 2023**  
**Town Hall**

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** ▶ November 9<sup>th</sup> Regular Mtg and November 20<sup>th</sup> Special Mtg

**Requests to Speak:** ▶ Mike Harrington – Water Project Update (written report sent)

**Department Reports:**

- ▶ Water / Sewer
- ▶ Planning Board
- ▶ Building & Grounds
- ▶ Highway
- ▶ Assessor
- ▶ Building Inspector
- ▶ Kirkside Park / Community Resources
- ▶ Grants
- ▶ Health Officer

**Old Business:**

- ▶ Appoint Fire Inspector – last inspections 11/2021
- ▶ Highway contract matters re: buyout, dues, insurance
- ▶ Building issues – change building fees/violations (Building Fee schedules from 4 other Towns distributed to the Town Board for review)
- ▶ Verizon cell tower lease at Denver Water
- ▶ CDBG Audit recommendations (procurement policy, etc.)
- ▶ Update Fair Housing Law?
- ▶ NYSEG meters on seven new poles County 41 for snowflake lights

**Letters to the Board:** ▶ Renee Barchitta – 2 email re: marijuana & drug use

**Discussion from Residents**

**ISSUES FOR ADOPTION / DISCUSSION**

**▶ MOTIONS / RESOLUTIONS**

- ▶ Department Reports
  - \*Town Clerk monthly report for November 2023 in the amount of \$2,730
  - \*Supervisor's monthly report for October 2023
  - \*Assessor's monthly report for November 2023
  - \*Water District's monthly report for November 2023 receipts: Denver \$882; Grand Gorge \$977.79 & Roxbury \$1,123.89
  - \*Justice Court monthly report for October 2023 in the amount of \$2,943.88
  - \*Parks Dept. status report for December 2023
  - \*Building Inspector's monthly report for August - November 2023
  - \*Dog Control monthly report for November 2023
- ▶ Hire Justice Court Clerk (start date/training/rate of pay?)
- ▶ Appoint GG/Roxb Water Clerk (start date?)

- ▶ Capital Project pre-approval list of invoices
- ▶ Diagnostic Scanner for highway dept price TBD (use ARPA Funds?)
- ▶ Approve Coalition of Watershed Town not-for-profit agreement for services in 2023 in the amount of \$1,500 as budgeted
- ▶ Award bid for Roxb/GG Water Project Contract #9 or reject all bids
- ▶ Schedule Public Hearing for Revised Local Law to Authorize a Partial Real Property Tax Exemption for Volunteer Firefighters and Ambulance Workers for 12/27/23 @ \_\_\_\_ pm
- ▶ Roxb/GG Water Project Evergreen Mountain Contracting Change Order #3 for increase of \$6,392.14
- ▶ Schedule Year End meeting for December 27<sup>th</sup> @ 4:00 pm
- ▶ Schedule 2024 Organizational Meeting for January 2<sup>nd</sup> @ 6:00 pm

▶ **OTHER INFO/DISCUSSION:**

- ▶ Town Policies emailed to T/Board to review/make changes for approval at the January Organizational/Regular meeting
- ▶ Water Project cost updates distributed to Town Board
- ▶ Mandatory annual training status report distributed to Town Board (Harassment & Discrimination and Violence Prevention)

**AUDIT** - approve abstract of bills

**ARPA FUND** – Total Received \$236,306.98 & Current Balance \$81,521.23