

**ROXBURY TOWN BOARD**  
**Regular Meeting**  
**May 13, 2024**  
**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    Regular Meeting

**Pledge of Allegiance**

**Minutes**                              ▶ April 8, 2024 regular meeting

**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:**

**Letters to the Board:**

- ▶ Diane Pickett – Retirement effective 10/1/24
- ▶ Richard King – supporting law for ATV's on Town Highways
- ▶ Kathleen Zummo – opposing law for ATV's on Town Highways
- ▶ Robin Factor – opposing law for ATV's on Town Highways

**Discussion from Residents**

**ISSUES FOR ADOPTION / DISCUSSION**

**▶ MOTIONS / RESOLUTIONS**

- ▶ Department Reports
  - \*Town Clerk monthly report for April 2024
  - \*Supervisor's monthly report for March 2024
  - \*Assessor's monthly report for April 2024
  - \*Water District's monthly report for April 2024
  - \*Justice Court monthly report for February & March 2024 (no invoice rec'd from State yet)
  - \*Parks Dept. status report for April 2024
  - \*Tax Collector monthly report for April 2024
  - \*Code Enforcement Officer monthly report for April 2024
  - \*Dog Control monthly report for January-April 2024
- ▶ Appoint new Justice Court Clerk retroactive to May 1st @ rate of pay \$25/hr
- ▶ Appoint new SWAC rep

- ▶ Change committee appointments (Highway- Ciaravino/Davie; Personnel- Osborn/Hynes and Bldg & Grounds- Ciaravino/Osborn)
- ▶ Schedule Public Hearing – proposed Local Law Designating Town Highways for Travel by ATV's for June 10 @ 6:00 pm? (if considering law)
- ▶ Roxb/GG Water Project Change Order #1 Avolio Bros LLC Contract #6 Plumbing decrease of \$500
- ▶ Authorize Supv to sign Emergency Water/Sewer Repair agreements with Walcutt Construction & Excavation as insurances have been received
- ▶ Appoint CDBG application review committee
- ▶ Accept Pickett retirement notice
- ▶ Create the position of second Deputy Town Clerk with a rate of pay \$\_\_\_\_\_hr or salary & \_\_\_\_\_hours/week
- ▶ Advertise for Second Deputy Town Clerk position
- ▶ Revise Denver/GG/Roxbury meter replacement charges due to material cost increase (Denver \$200 and Roxbury/GG meter \$245, Antenna \$91 Meter horn \$75)
- ▶ Pre-approval invoices R/GG Water Project Avolio Brothers LLC \$17,343.75; Birdsall \$132,474.75 and Blizzard Electric \$69,825.00
- ▶ Comp Plan survey mailing
- ▶ Revised Code Enforcement agreement
- ▶ Neon Art display - allow in Kirkside Park?
- ▶ Building permit fee changes

▶ **OTHER INFO/DISCUSSION:**

- ▶ 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

**REMINDERS:** ▶ Highway Contract expires 12/31/24

**ARPA FUND** – Total Received \$236,306.98 Current Balance \$52,061.25