

ROXBURY TOWN BOARD
Regular Meeting
September 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 ▶ August 14, 2023 - Regular Meeting

Requests to Speak:
▶ Mike Harrington – Water Project Update (written report sent)
▶ Andrew Williams – proposed modifications to the intersection of County Hwy 41 and State Hwy 30

Department Reports:
Water / Sewer
Planning Board
Building & Grounds – graffiti on Civic Center
Highway
Assessor
Building Inspector
Kirside Park / Community Resources
Grants
Health Officer

Old Business:
▶ Appoint Fire Inspector
▶ Highway contract matters re: buyout, dues, insurance
▶ 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?
▶ Patricia Davis - Grand Gorge water account

Letters to the Board: ▶ Renee Barchitta – Labor Day Celebration NYS Open Container Law

Discussion from Residents

ISSUES FOR ADOPTION / DISCUSSION

▶ MOTIONS / RESOLUTIONS

- ▶ Department Reports
 - *Town Clerk monthly report for August 2023
 - *Supervisor's monthly report for July 2023
 - *Assessor's monthly report for July & August 2023
 - *Water District's monthly report for August 2023
 - *Justice Court monthly report for August 2023
 - *Parks Dept. status report for September 2023
 - *Building Inspector's monthly report for September 2023
 - *Dog Control monthly report for January-August 2023

- ▶ Insurance – renew MVP Dental & keep current Excellus BCBS Vision **OR** renew MVP Dental & upgrade Excellus BCBS vision **OR** switch to Excellus BCBS dental and new vision plan. If going with new plans how much will the Town cover?
- ▶ Advertise fuel oil bids to be due October 6 @ 2:00 pm
- ▶ Schedule Budget Workshop for 2024 Budget
- ▶ Promoting Fair Housing Practices
- ▶ Appoint Fair Housing Officer
- ▶ Hire new cleaning person Civic Center
- ▶ Fill vacancy on Highway Dept.

▶ **OTHER INFO/DISCUSSION**

- ▶ 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)

AUDIT - approve abstract of bills

- REMINDERS:**
- ▶ September 28th Town Hall Open House @ 4:30 pm and Dedication @ 5:00 pm
 - ▶ September 30th 2024 Tentative Budget to Town Clerk
 - ▶ October meeting will be held October 10th (Tuesday due to Columbus Day holiday)
 - ▶ November meeting will be held November 9th (Thurs. after Election)

| ARPA FUNDS | Rec'd to date | Pmt #1 \$117,673.06 | | | |
|--------------------------|---|----------------------------|------------------|----------------|--|
| | | Pmt #2 \$ 480.43 | | | |
| | | Pmt #3 \$118,153.49 | | | |
| | | TOTAL \$236,306.98 | | | |
| Vendor | Description | Amount | Date Paid | Balance | |
| 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 | |
| Wadler Bros. Inc. | Speed sign installation materials | \$187.25 | 8/14/23 | \$81,521.23 | |