

DRAFT MINUTES

December 11, 2023

The regular monthly meeting of the Town Board was held December 11, 2023 at 6:00 pm at the Town Hall and via Zoom. Present were: Supervisor Allen Hinkley, Councilmen Edward Raeder, Kenneth Davie, Michael Hynes and Deanna Osborn, Highway Supt. William Sprague, Assessor Clerk Stephanie Seminara, and 3 people in the audience. Present on Zoom: Parks Director Denise Johnston Water Operator Christopher Mattice, Michael Harrington of Lamont Engineers, PC and 4 others.

The meeting was called to order with the Pledge of Allegiance.

On motion of Deanna Osborn second by Kenneth Davie the Town Board approved the Minutes of the November 9, 2023 regular meeting and the November 20, 2023 Special Meeting.

AYES-5 Osborn, Davie, Raeder, Hynes, Hinkley

NAYS-0

The Assessor submitted a written report to the Town Board and Stephanie Seminara, Assessor Clerk discussed the following: 1) things are on track with the re-valuation; 2) Delaware County IT has fixed the issue with pictures and letters but the upload time for pictures is over one minute; 3) she is working on getting exemption paperwork out for the March 1 return deadline; 4) she will be meeting with Roxbury School to discuss the Fire/Ambulance exemption to see if they would agree to adopt; and 5) requested the Town Board consider doing a local law to raise the income levels for the Aged Exemption and to correct the current law.

The Town Board was favorable to allowing the Town Attorney to draw up the necessary paperwork for a local law to increase the income limits for the Aged Exemption.

A Local Law adopted earlier this year, for a Partial Real Property Tax Exemption for Volunteer Fire and Ambulance Workers, was found to have an error in wording that needs to be amended.

RESOLUTION #69-RESOLUTION SCHEDULING A PUBLIC HEARING ON A REVISED LOCAL LAW TO AUTHORIZE A PARTIAL REAL PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS

On motion of Kenneth Davie second by Edward Raeder the following resolution was offered and adopted:

“WHEREAS, New York State Real Property Tax Law Section 466-a authorizes a partial exemption from real property taxes on qualifying residential real property for volunteer firefighters and volunteer ambulance workers, as defined in Real Property Tax Law Section 466-a;

WHEREAS, Pursuant to Section 466-a of the Real Property Tax Law, the Town of Roxbury is authorized to adopt a local law establishing a partial exemption from the Town portion of real property taxes for volunteer firefighters and volunteer ambulance workers who own qualified residential real property within the Town of Roxbury;

WHEREAS, it is the desire of the Town Board of the Town of Roxbury to provide for such exemption on Town of Roxbury properties to volunteer firefighters and ambulance workers for their valued service to our community;

WHEREAS, the proposed local law would provide that qualified property owners who are enrolled members of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service to apply to the Town Assessor for a real property tax exemption of ten percent (10%) of the assessed value of such qualified property; and

WHEREAS, the Town Board adopted Local Law No. 1 of 2023 which was filed with the Department of State on April 24, 2023 which inadvertently used the term “village” in Section 2 instead of “town” and the adoption of this Local Law seeks to correct this error and the remaining portions of Local Law No. 1 of 2023 remain unamended; and

WHEREAS, the Town Board members and Town Attorney have reviewed a proposed draft of the local law which has now been introduced by a member of the Town Board.

NOW, THEREFORE, BE IT RESOLVED that the Town Board accepts the proposed draft Local Law that has been introduced; and

BE IT FURTHER RESOLVED, that a copy of the proposed draft Local Law shall be placed in the Town Clerk's office and made available for public inspection; and

BE IT FURTHER RESOLVED, that the Town Board will hold a public hearing for consideration of the Local Law on December 27, 2023, at 4:00 pm at the Roxbury Town Hall;

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to publish notice of said hearing in the Mountain Eagle and to post copies of such notice in the manner provided by law.

WHEREUPON, the Resolution was put to a vote and recorded as follows:

AYES-Hinkley, Davie, Hynes, Osborn Raeder

NAYS-0

Highway Supt. William Sprague reported: 1) there was no significant damage from the recent storm; 2) crews are clearing trees and hauling sand; 3) equipment all okay; and 4) requested purchasing a diagnostic scanner to help with equipment repairs and a new computer for the Hwy Supt. as the current one is very old. The estimated cost is \$17,000 for both.

RESOLUTION #70 – ARPA FUNDS HIGHWAY DEPT.

On motion of Kenneth Davie second by Edward Raeder the following resolution was offered and adopted:

“WHEREAS, the Highway Dept. is in need of a diagnostic scanner to aid with equipment repairs; and

WHEREAS, the Highway Supt. is in need of a new computer for daily work;

NOW BE IT RESOLVED, the Town Board approves the purchase of a diagnostic scanner for the Highway Dept. and new computer for the Highway Supt. in an amount not to exceed \$17,000; and

BE IT FURTHER RESOLVED, the Town Board approves the use of ARPA Funds for the cost to purchase a diagnostic scanner and computer for the Highway Dept.”

AYES-5 Davie, Raeder, Hynes, Osborn, Hinkley

NAYS-0

The Town Clerk reminded the Town Board purchases such as these fall under the Town's procurement policy.

Water Operator Christopher arrived at 6:15 pm due to having audio trouble on Zoom.

A written report was received from Michael Harrington regarding the status of the Water and Sewer Projects:

Roxbury and Grand Gorge Water Project

*The VFD for new PW-3 has failed due to a wiring connection issue. The issue is scheduled to be corrected on 12/26 (after replacement part arrives).

*Evergreen is almost ready to proceed with the work at PW-2. Pumping tests were conducted using the existing PW-2 well pump to help identify the extent of dewatering needed. This work at PW-2 can proceed as soon as PW-3 is back on-line.

*Evergreen has completed the necessary work at the springs, and they can now be utilized. The Grand Gorge controls start-up will be able to occur after the revised location of the tank site control panel is confirmed (Blizzard and Chris Mattice need to meet to nail this down).

*Punch Lists will be developed before year-end to help guide the remaining work on the three remaining wellfield contracts. Completion is on the horizon; we just need a final push.

*Bids were received for Contract 9 (Vega Mtn. Rd. water main) – see attached. Based on positive reference checks, I recommend award to Birdsall Excavation and Contracting (of Clarksville, NY). If the contract is awarded, the Town will need to decide on the two alternates. The pricing for each alternate was favorable.

*For Contract 9, I recommend that Additive Alternate 1.9 (\$24,770) be awarded as it will provide three additional valves at the Vega Mountain/Rte. 30 intersection. Switching from DIP to PVC (Deductive Alternate 1.9) will save \$10,300 and is technically equivalent, but the decision really boils down to the Town's preference.

*You have a change order (#3) and a pay application (#12) from Evergreen for consideration tonight. The change order is for the extra work by Titan at PW-1.

*Landscaping at new well building: Contract 3 is required to provide three (3) trees. Does anyone want to provide input on type or location? Or possible alternative options?

Denver Wastewater Study

*We have developed a draft collection system map for use by the operators and have prepared an initial draft of several sections of the Preliminary Engineers Report (PER).

*We will likely be ready to engage equipment vendors in early January.

An updated summary of costs for the Water Projects was distributed to the Town Board.

Michael Harrington also discussed the bid prices for Roxbury/Grand Gorge Water Project Contract 9-Distribution System Improvements, explained the alternates and requested any Town Board members to give him comments on the landscaping plan.

Chris Mattice discussed the following: 1) the springs are back on line; 2) PW-1 was down due to a fried circuit board; 3) the floor has been replaced at the Denver Water office; 4) a new flow meter and overflow alarm have been installed at the Grand Gorge Water Pressure Reducing Valve (PRV) building; 5) the block heater has been replaced on the Roxbury Sewer Generator; and 6) an air valve has been replaced on Cronk Lane and the remaining valves will be flushed.

Parks Director, Denise Johnston, submitted a written report to the Town Board: 1) Kitchen gas was turned off Nov. 21 for the winter; 2) reservations are being booked for 2024; 3) all 2023 events are finished and all money collected; 4) Historic Preservation meeting will be held quarterly Jan/Apr/Jul/Oct on the third Friday at 10:00 am at the Town Hall; and 5) she will be setting up a meeting with Roxbury School to discuss the student volunteer program for the Park. Councilwoman Osborn questioned the status of previous discussion regarding alcohol in the Park. The matter will be discussed further with the Attorney.

Councilman, Edward Raeder, reported the following: 1) Titan Roofing did an annual cleaning/maintenance check of the Civic Center roof and will send a report soon; 2) the plugged roof drain was cleared by Richard Davis; 3) the Justice Court restroom plumbing has been disconnected; 4) the basement of the Civic Center has been cleared for easier access; and 5) a quote was received for replacement of the windows at the Civic Center in the amount of \$174,000.

Supervisor Hinkley reported an estimate to repair the leak and missing shingles at the old Town Hall is estimated at \$1,500 and includes rental of a lift to access the roof.

On motion of Kenneth Davie second by Deanna Osborn the Town Board approved repairs to the roof and leak to be done at the old Town Hall at a not to exceed cost of \$1,500.

AYES-5 Davie, Osborn, Raeder, Hynes, Hinkley

NAYS-0

Margaret Ellsworth will have a report on grants at the year-end meeting as she is unable to attend tonight.

No action was taken on the following agenda items: highway matters, building fee changes, Verizon cell tower lease, CDBG audit recommendations, updating the Fair Housing Plan and putting meters on County Hwy electric poles to accommodate 7 new holiday lighting snowflakes.

Building fee schedules from four other Towns were distributed to the Town Board to help with changes to Town of Roxbury fees.

Two emails were received from Renee Barchitta regarding the dangers of drug use.

A letter was received from Tomi Tompkins resigning as Building Inspector effective 1/1/24.

Robin Factor remarked how nice the new snowflake lights look. She also expressed concerns with the Town's debt and requested getting a group of community members involved to determine how it could be accomplished as they may have other ideas that would help.

Judith Maguire extended a thank you to those who attended the Deck the Halls event at Kirkside. She also passed along to the Town Board the concerns of Jenny Rosenzweig, who couldn't attend the meeting, regarding the recent help wanted notice for the Water Clerk that did not disclose certain items regarding employment and therefore was not in compliance with the law.

RESOLUTION #71-ENTER INTO EXECUTIVE SESSION

On motion of Deanna Osborn second by Edward Raeder the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board and Town Clerk to enter into Executive Session at 6:56 pm to discuss a personnel matter.”

AYES-5 Osborn, Hinkley, Davie, Hynes, Hinkley

NAYS-0

RESOLUTION #72- RESOLUTION TO EXIT EXECUTIVE SESSION

On motion of Michael Hynes second by Kenneth Davie the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board and Town Clerk to exit Executive Session and return to the regular meeting at 7:52 pm.”

AYES-5 Hynes, Davie, Raeder, Osborn, Hinkley

NAYS-0

Supervisor Hinkley stated no decisions were made as a result of Executive Session.

On motion of Deanna Osborn second by Michael Hynes the Town Board approved the following Department reports:

*Town Clerk monthly report for November 2023 in the amount of \$2,730 (Town Clerk \$1,635 and Building Permits \$1,095)

*Supervisor's monthly report for October 2023

*Assessor's monthly report for November 2023

*Water District monthly reports for November 2023 reflecting receipts in the following amounts: Denver \$882.00; Grand Gorge \$977.79 and Roxbury \$1,123.89

*Justice Court monthly report for October 2023 in the amount of \$2,943.88

*Parks Dept. monthly report for December 2023

AYES-5 Osborn, Hynes, Raeder, Davie, Hinkley

NAYS-0

No reports were received from the Building Inspector or Dog Control Officer.

Town Justice Stein has interviewed all applicants for the Justice Clerk position and recommends the Town Board hire Joann Bartley for the position so she can be trained by the current Court Clerk through the end of the year.

RESOLUTION #73- APPOINT BARTLEY AS SECOND COURT CLERK

On motion of Deanna Osborn second by Kenneth Davie the following resolution was offered and adopted:

“WHEREAS, the current Court Clerk has submitted her resignation effective 12/31/23; and WHEREAS, the Town Board advertised for the position of Court Clerk; and WHEREAS, the Town Justices would like a new Justice Clerk to have training prior to the current Court Clerk’s departure; and WHEREAS, Justice Stein has interviewed applicants for the position of Justice Clerk; and WHEREAS, the Justices recommend Joann Bartley as a second Court Clerk to train under the current Court Clerk;

NOW, THEREFORE BE IT RESOLVED, the Town Board, per the recommendation of the Town Justices, appoint Joann Bartley as a second Court Clerk, for a term 12/12/23-12/31/23; and FURTHER RESOLVED, she will be trained by the current Court Clerk at a rate of \$17.41/hr and benefits as eligible per the Employee Handbook.”

AYES-5 Osborn, Davie, Raeder, Hynes, Hinkley

NAYS-0

On motion of Michael Hynes second by Edward Raeder the Town Board regretfully accepted the resignation of Tomi Tompkins as Building Inspector/CEO effective 1/1/24.

AYES-5 Hynes, Raeder, Davie, Osborn, Hinkley

NAYS-0

On motion of Deanna Osborn second by Kenneth Davie the Town Board directs the Town Clerk to advertise for the position of Code Enforcement Officer.

AYES-5 Osborn, Davie, Raeder, Hynes, Hinkley

NAYS-0

Appointing a new Water Clerk was tabled until such time that applicants can be interviewed by the Personnel Committee.

RESOLUTION #74 PRE-APPROVAL BILLS

On motion of Deanna Osborn second by Edward Raeder the following resolution was offered and adopted:

“RESOLVED, the Town Board has audited the following vouchers and invoices and approves payment to the vendor prior to the next Town Board meeting, should funds be received from the funding source, with said vouchers to be included on the next abstract of bills after payment:

Project	Req #	Vendor	Amount
Roxbury Water Project	34	Evergreen Contracting	\$46,414.02
Grand Gorge Water Project	34	Evergreen Contracting	\$46,414.02

AYES-Osborn, Raeder, Davie, Hynes, Hinkley

NAYS-0

Discussion took place on an outstanding bill from Titan Drilling related to the Denver Water Project that involved issues so was never paid under the project.

On motion of Kenneth Davie second by Michael Hynes the Town Board approves payment of Titan Drilling Corp. Invoice #20095, dated 3/15/19, in the amount of \$2,716.50, that was originally part of the Denver Water Project but never paid, to now be paid by Denver Water District.

AYES-5 Davie, Hynes, Raeder, Osborn, Hinkley

NAYS-0

On motion of Kenneth Davie second by Edward Raeder the Town Board approved the new Excellus Vision Plan being offered to eligible insurance members and insurance buy-out employees.

AYES-5 Davie, Raeder, Hynes, Osborn, Hinkley

NAYS-0

On motion of Deanna Osborn second by Michael Hynes the Town Board approved the agreement with the Coalition of Watershed Towns, a not-for-profit agency, for services in the year 2023 allowing them to be paid \$1,500 as budgeted and further authorizes the Town Supervisor to execute the agreement.

AYES-5 Osborn, Hynes, Raeder, Davie, Hinkley

NAYS-0

Sealed bids for Roxbury/Grand Gorge Water Project Contract #9 Distribution System Improvements were opened on November 30, 2023 at 3:00 pm at the Town Hall. A total of eight bids were received and were as follows:

Contractor	Base Bid	Ded Alt #1.9 (PVC vs DIP)	Add. Alt #1.9 (Add valves Rt 30)	Addendum Yes or No	Bid Security Yes or No	Notes
JW Birdsall	\$387,850	\$10,300	\$24,770	Yes	Yes	
Hubbell Inc.	\$494,900	\$8,370	\$46,263	Yes	Yes	
Borderline Excavating	\$429,450	\$2,000	\$70,000	Yes	Yes	
CFI Construction	\$562,500	\$13,000	\$40,000	Yes	Yes	
Luizzi & Bros Contracting	\$558,525	\$9,200	\$21,000	Yes	Yes	
Robinson Contracting	\$522,130	\$12,400	\$29,000	Yes	Yes	
The Flach Companies	\$422,300	\$10,000	\$34,200	Yes	Yes	No unit prices on bid
Dianich Excavating	\$467,698.35	\$12,500	\$53,750	Yes	Yes	Bid error corrected

On motion of Michael Hynes second by Deanna Osborn the Town Board, upon the recommendation of Lamont Engineers, PC, awarded the bid to low bidder JW Birdsall at a base bid of \$387,850, and to include Ded. Alternate 1.9 in the amount of \$10,300 and Add. Alternate in the amount of \$24,770.

AYES-5 Hynes, Osborn, Raeder, Davie, Hinkley

NAYS-0

On motion of Edward Raeder second by Deanna Osborn the Town Board approved a transfer of \$15,000 from General Fund to Highway Fund to cover the 12/11/23 payroll until CHIPS funds are received at which time General Fund will be reimbursed.

AYES-5 Raeder, Osborn, Davie, Hynes, Hinkley

NAYS-0

On motion of Edward Raeder second by Michael Hynes the Town Board approved a letter to be drafted by the Town Attorney, for the Town Supervisor's signature, regarding the Bottini Fuel account balance.

AYES-5 Raeder, Hynes, Davie, Osborn, Hinkley

NAYS-0

RESOLUTION #75 – CHANGE ORDER #3 EVERGREEN MOUNTAIN CONTRACTING

On motion of Michael Hynes second by Kenneth Davie the following resolution was offered and adopted:

“WHEREAS, on January 4, 2021 the Town Board awarded a Roxbury/Grand Gorge Water Project bid to Evergreen Mountain Contracting, Inc. for Contract #3 General Construction in the amount of \$1,225,000; and

WHEREAS, on April 11, 2022 the Town Board approved Change Order #1 for Evergreen Mountain Contracting, Inc. as an increase of \$20,000 for additional material costs; and

WHEREAS, the Town Board has approved putting the propane tanks at PW-3 inground instead of above ground; and

WHEREAS, on May 9, 2022 the Town Board approved Change Order #2 to cover the additional costs to put the propane tank for the PW-3 building inground instead of above ground at an increase of

\$7,100; and

WHEREAS, additional work is required to replace existing components at the existing the PW-1 building as an increase of \$6,392.14;

NOW, THEREFORE BE IT RESOLVED, the Town of Roxbury Town Board approves Change Order #3 for Evergreen Mountain Contracting Inc. as a \$6,392.14 increase to the contract price for a total contract amount of \$1,258,492.14; and

BE IT FURTHER RESOLVED, the Town Supervisor is authorized to execute Change Order #3; and

BE IT FURTHER RESOLVED, the Town Board approves the pay application for Evergreen Mountain Contracting including this change.”

AYES-5 Hynes, Davie, Raeder, Osborn, Hinkley

NAYS-0

On motion of Edward Raeder second by Deanna Osborn the Town Board will hold a Year End meeting on December 27, 2023 to conclude all business for the year 2023 with said meeting to immediately follow the Public Hearing scheduled for 4:00 pm that same day.

AYES-5 Raeder, Osborn, Davie, Hynes, Hinkley

NAYS-0

On motion of Michael Hynes second by Kenneth Davie the Town Board will hold the Organizational/Regular monthly meeting of the Town Board on January 2, 2024 at 6:00 pm at the Town Hall.

AYES-5 Hynes, Davie, Raeder, Osborn, Hinkley

NAYS-0

Current Town policies have been emailed to the Town Board for review for adoption/changes at the Organizational/Regular Meeting in January.

The Town Board had no objections to the Town Attorney responding to Karen Hinkley’s question regarding Grand View Apartment’s water connection and sale.

A list of employees who have not yet taken the mandatory training for Sexual Harassment & Discrimination and Violence Prevention was distributed to the Town Board.

On motion of Michael Hynes second by Kenneth Davie the bills were audited and ordered paid in the following amounts:

General #493-537	\$110,055.68	Denver Sewer #126-141	\$21,003.35
Highway #275-302	\$92,663.40	Special Lights #12	\$1,522.74
Roxbury Water #106-116	\$5,772.41	Capital Projects:	
Grand Gorge Water #105-114	\$4,657.22	Comp Plan #29	\$128.34
Denver Water #72-81	\$6,636.65	Grand Gorge Water Proj #30-32	\$7,906.13
Roxbury Sewer #85-91	\$9,090.25	Roxbury Water Proj. #33-36	\$28,357.82

AYES-5 Hynes, Davie, Raeder, Osborn, Hinkley

NAYS-0

ARPA Funds

Amount received: \$236,306.98	Amount	Date Paid	Balance
Previous Balance			\$81,521.23
Diagnostic Scanner for Highway Dept.	\$16,000.00	Obligated	\$65,521.23
New Computer for Highway Supt.	\$1,000.00	Obligated	\$64,521.23

On motion of Michael Hynes second by Edward Raeder the meeting adjourned at 8:12 pm.

THIS IS A TRUE COPY

Diane Pickett, Town Clerk
Allen Hinkley, Supervisor
Edward Raeder, Councilman
Kenneth Davie, Councilman
Michael Hynes, Councilman
Deanna Osborn, Councilwoman

December 27, 2023

A Public Hearing and Year End Meeting of the Town Board was held December 27, 2023 beginning at 4:00 pm at the Town Hall. Present were: Supervisor Allen Hinkley, Councilmen Edward Raeder, Kenneth Davie and Michael Hynes, Highway Supt. William Sprague and one person in the audience. Absent: Councilwoman Deanna Osborn. Zoom was not used.

The Public Hearing was opened at 4:00 pm and was to hear comments on a Local Law Adopting a Revised Local Law #1 of 2023 to Authorize a Partial Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers. The local law is needed to change the word “village” to “town”. All other provisions in the law will remain the same. No comments were made in favor or against the proposed law.

The Public Hearing closed at 4:01 pm.

The Year End Meeting of the Town Board was called to order at 4:02 pm with the Pledge of Allegiance.

A letter was received from Renee Barchitta with concerns of not having a Fire Inspector and requested the Town Board appoint a Fire Inspector as soon as possible.

A letter was received from Brenda Condliffe requesting an increase to the lease the Town has with her for storage of highway materials on her property on County Hwy. 41 from \$1,000 per year to \$1,200 per year starting in 2024.

Hiram Davis arrived at 4:04 pm. Supervisor Hinkley introduced him to the Town Board as the only applicant for the position of Code Enforcement Officer. Davis is also Code Enforcement Officer for the Town of Middletown.

RESOLUTION #76 BUDGET TRANSFERS

On motion of Kenneth Davie second by Edward Raeder the following resolution was offered and adopted:

“RESOLVED, the Town Board approves the following Budget Transfers for the year 2023:

Fund		TO		FROM	
General					
\$ 400		A1220.4	SUPERVISOR, CE	A1990.4	CONTINGENCY
\$ 630		A1330.4	TAX COLLECTOR, CE	A1620.2	BUILDINGS, EQ
\$ 16,000.00		A1620.4	BUILDINGS, CE	FUND BALANCE	
\$ 18,695.00		A1910.4	UNALLOCATED INS	FUND BALANCE	
\$ 17,500.00		A3120.4	POLICE, CE	FUND BALANCE	

\$ 2,000.00		A5132.4	GARAGE, CE	FUND BALANCE	
\$ 500.00		A5132.4	GARAGE, CE	A1355.2	ASSESSORS, EQ
\$ 9,323.00		A6410.4	PUBLICITY, CE	A1355.4	ASSESSORS, CE
\$ 500.00		A7110.4	PARKS, CE	A7110.2	PARKS, EQ
\$ 1,000.00		A7110.4	PARKS, CE	A9010.8	RETIREMENT
\$ 475.00		A7310.4	YOUTH PROGRAMS	A1990.4	CONTINGENCY
\$ 14,000.00		A8160.4	REFUSE/GARBAGE, CE	A1990.4	CONTINGENCY
\$ 7,000.00		A8810.4	CEMETERIES, CE	A1420.4	ATTORNEY, CE
\$ 4,500.00		A8810.4	CEMETERIES, CE	A6772.4	PROG FOR THE AGING
\$ 1,000.00		A8810.4	CEMETERIES, CE	A9010.8	RETIREMENT
\$ 2,800.00		A9060.8	HEALTH INSURANCE	A1320.4	AUDIT, CE
\$ 5,000.00		A9710.6	BONDS, PRINCIPAL	A1110.4	JUSTICE COURT, CE
<u>Highway</u>					
\$ 18,000.00		DA5110.4	GENERAL REPAIRS, CE	DA5130.2	MACHINERY, EQ
\$ 680.00		DA5112.4	CHIPS, CE	DA5130.2	MACHINERY, EQ
\$ 10,000.00		DA9060.8	HEALTH INS,	DA5130.2	MACHINERY, EQ
<u>Roxbury Water District</u>					
\$ 357.00		SW8310.1	ADMIN, PS	SW8340.4	TRANS/DIST CE
\$ 3,600.00		SW8310.4	ADMIN, CE	SW8340.4	TRANS/DIST CE
\$ 2,600.00		SW8320.4	SOURCE SUPPLY , CE	SW8340.4	TRANS/DIST CE
\$ 4,400.00		SW8330.4	PURIFICATION, CE	SW8340.4	TRANS/DIST CE
\$ 300.00		SW8389.4	MISC. CE	SW8340.4	TRANS/DIST CE
\$ 29.00		SW9030.8	SOCIAL SECURITY	SW8340.4	TRANS/DIST CE
<u>Grand Gorge Water Dist.</u>					
\$ 357.00		SW8110.1	ADMIN, PS	SW8340.4	TRANS/DIST CE
\$ 1,200.00		SW8110.4	ADMIN, CE	SW8340.4	TRANS/DIST CE
\$ 4,000.00		SW8320.4	SOURCE SUPPLY, CE	SW8340.4	TRANS/DIST CE
\$ 3,100.00		SW8389.4	MISC, CE	SW8340.4	TRANS/DIST CE
<u>Denver Water District</u>					
\$ 1,200.00		SW8320.4	SOURCE SUPPLY, CE	SW8340.4	TRANS/DIST CE
\$ 600.00		SW8389.4	MISC. CE	SW8340.4	TRANS/DIST CE
<u>Roxbury Sewer District</u>					
\$ 3,000.00		SS8130.4	TRANS/DIST, CE	SS8110.4	ADMIN. CE
\$ 7,000.00		SS8389.4	MISC, CE	SS8110.4	ADMIN. CE
<u>Denver Sewer District</u>					
\$ 19,000.00		SS8340.4	TRANS/DSIT, CE	SW8110.4	ADMIN CE
\$ 4,500.00		SS8340.4	TRANS/DSIT, CE	SW8310.4	WATER ADMIN, CE

\$ 3,500.00		SS8340.4	TRANS/DSIT, CE	FUND BALANCE	
<i>Roxbury Run Lighting</i>					
\$ 1,060.00		SL518212.4	STREE LIGHTS, CE	FUND BALANCE	

AYES-4 Davie, Raeder, Hynes, Hinkley

NAYS-0

ABSENT -1 Osborn

RESOLUTION #77 - RESOLUTION ADOPTING REVISED LOCAL LAW TO AUTHORIZE A PARTIAL REAL PROPERTY TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS

On motion of Michael Hynes second by Kenneth Davie the following resolution was offered and adopted:

“WHEREAS, New York State Real Property Tax Law Section 466-a authorizes a partial exemption from real property taxes on qualifying residential real property for volunteer firefighters and volunteer ambulance workers, as defined in Real Property Tax Law Section 466-a;

WHEREAS, Pursuant to Section 466-a of the Real Property Tax Law, the Town of Roxbury is authorized to adopt a local law establishing a partial exemption from the Town portion of real property taxes for volunteer firefighters and volunteer ambulance workers who own qualified residential real property within the Town of Roxbury;

WHEREAS, it is the desire of the Town Board of the Town of Roxbury to provide for such exemption on Town of Roxbury properties to volunteer firefighters and ambulance workers for their valued service to our community;

WHEREAS, the proposed local law would provide that qualified property owners who are enrolled members of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service may apply to the Town Assessor for a real property tax exemption of ten percent (10%) of the assessed value of such qualified property;

WHEREAS, the Town’s Attorney has proposed a local law providing that qualified property owners who are enrolled members of an incorporated volunteer fire company, fire department, or incorporated voluntary ambulance service may apply to the Town Assessor for a real property tax exemption of ten percent (10%) of the assessed value of such qualified property;

WHEREAS, the Town adopted Local Law No. 1 of 2023 which was filed with the Department of State on April 24, 2023 which inadvertently used the term “village” in Section 2 instead of “town” and the adoption of this Local Law corrects this error and the remaining portions of Local Law No. 1 of 2023 remain unamended;

WHEREAS, the Town Board has reviewed and modified the proposed law;

WHEREAS, the Town Board adopted a resolution on December 11, 2023, scheduling a public hearing on the proposed Law for December 27, 2023;

WHEREAS, the public hearing on the Proposed Local Law No. 1 of 2023 was held on December 27, 2023 at the Roxbury Town Hall;

WHEREAS, the Town Board reviewed and considered all public comments received on the proposed Law;

WHEREAS, the proposed Law was on file for inspection at the Town Clerk’s office prior to the hearing and during the public hearing process; and

NOW, THEREFORE, BE IT RESOLVED that Local Law No. 1 of 2023, entitled “a Local Law to Authorize a Partial Real Property Tax Exemption for Volunteer Firefighters and Volunteer Ambulance Workers” is hereby adopted and the Town Clerk and Town Attorney are hereby directed to file said Local Law with the Office of the Secretary of State in accordance with State Law.”

WHEREUPON, the Resolution was put to a vote and recorded as follows:

AYES – 4 Hinkley, Davie, Hynes, Raeder

NAYS0

ABSENT- 1 Osborn

On motion of Kenneth Davie second by Michael Hynes the Town Board approved an increase from \$1,000 per year \$1,200 per year for a lease with Brenda Condliffe for Town material storage on her property and approves the Town Supervisor to execute the new lease which will be effective beginning with the year 2024 with all other terms of the lease remaining the same.

AYES – 4 Davie, Hynes, Davie, Hinkley

NAYS-0

ABSENT – 1 Osborn

RESOLUTION #78 –PRE-APPROVAL BILLS

On motion of Edward Raeder second by Kenneth Davie the following resolution was offered and adopted:

“RESOLVED, the Town Board has audited the following vouchers and invoices and approves payment to the vendor prior to the next Town Board meeting, should funds be received from the funding source, with said vouchers to be included on the next abstract of bills after payment:

Project	Req #	Vendor	Amount
Roxbury Water Project	34	Tweedie Construction	\$12,541

AYES- 4 Raeder, Davie, Hynes, Hinkley

NAYS-0

ABSENT -1 Osborn

On motion of Kenneth Davie second by Michael Hynes the Town Board approved the Justice Court monthly report for November 2023 in the amount of \$445.00.

AYES-4 Davie, Hynes, Raeder, Hinkley

NAYS-0

ABSENT-1 Osborn

RESOLUTION #79-ENTER INTO EXECUTIVE SESSION

On motion of Edward Raeder second by Kenneth Davie the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board and William Schryver, Roxbury Highway Worker’s Assoc. (RHWA) President to enter into Executive Session at 4:13 pm to discuss a personnel matter.”

AYES-4 Raeder, Davie, Hynes, Hinkley

NAYS-0

ABSENT -1 Osborn

William Schryver exited Executive Session at 4:32 pm.

RESOLUTION #80– RESOLUTION TO EXIT EXECUTIVE SESSION

On motion of Kenneth Davie second by Edward Raeder the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board to exit Executive Session and return to the regular meeting at 4:34 pm.”

AYES-4 Davie, Raeder, Hynes, Hinkley

NAYS-0

ABSENT -1 Osborn

RESOLUTION #81 – FROZEN HEALTH INSURANCE BUY-OUT

On motion of Kenneth Davie second by Edward Raeder the following resolution was offered and adopted:

WHEREAS, several years ago the Town offered an insurance buy-out to eligible employees who did not want to be on the Town’s insurances because they wanted to be on their spouse’s insurance and

therefore would be paid 30 % of the eligible cost to the Town had they been on the Town’s insurance;
and

“WHEREAS, on October 12, 2020 the Town Board approved a new Health Reimbursement Account (HRA) for medical insurance along with a reduced premium medical insurance that would go into effect 12/1/20; and

WHEREAS, the Town Board also offered a Dental Plan to go into effect 12/1/20; and

WHEREAS, on October 12, 2020 the Town Board “froze” the dollar amount of the buyout, and not the current premium amount or plan type (2 person or family) based on eligibility, being paid to those employees on the buy-out prior to December 1, 2020; and

WHEREAS, there exists some inequities with buy-out payments due to paying by dollar amount and not by premium and type of plan eligibility;

BE IT RESOLVED, the Town Board will keep the same buy-out dollar amount being paid to employees under the “frozen” buy-out through the end of the 2023/2024 Highway Contract.”

AYES-Davie, Raeder, Hynes, Hinkley

NAYS-0

ABSENT – 1 Osborn

Discussion took place on the list of people who still have not yet taken the mandatory training for Harassment & Discrimination and Violence Prevention. Several notices have been sent throughout the year for both online and in-person training. William Schryver with the Highway Dept. offered to do both of the trainings at the Highway Garage on Friday December 29 starting at 9:00 am. The Town Clerk was directed to contact the people needing the training.

Highway Supt. William Sprague reported a truck is down with engine trouble which will cost an estimated \$40,000 to repair and requested the Town Board approve using unspent 2023 highway funds for the cost of repairs.

On motion of Kenneth Davie second by Edward Raeder the Town Board approved to use up to \$40,000 of 2023 Highway Fund balance to pay for the cost of truck repairs in 2024.

AYES-4 Davie, Raeder, Hynes, Hinkley

NAYS-0

ABSENT – 1 Osborn

On motion of Kenneth Davie second by Michael Hynes the bills were audited and ordered paid in the following amounts:

General #538-554	\$8,582.28	Roxbury Sewer #92-98	\$10,146.92
Highway Fund #303-312	\$17,330.27	Denver Sewer #142-145	\$12,413.70
Roxbury Water #117-122	\$2,580.96	Capital Projects:	
Grand Gorge Water #115-120	\$2,842.02	Comp Plan #37	\$367.31
Denver Water #82-84	\$2,579.74		

AYES- 4 Davie, Hynes, Raeder, Hinkley

NAYS- 0

ABSENT – 1 Osborn

A reminder was given the Organizational/Regular Meeting of the Town Board will be held January 2, 2024 at 6:00 pm at the Town Hall. This will be the only meeting for January unless a Special Meeting needs to be called for a specific purpose.

ARPA Fund balance - \$64,521.23

On motion of Kenneth Davie second by Michael Hynes the meeting adjourned at 4:54 pm.

THIS IS A TRUE COPY

Diane Pickett, Town Clerk
Allen Hinkley, Supervisor
Edward Raeder, Councilman
Kenneth Davie, Councilman
Michael Hynes, Councilman
Deanna Osborn, Councilwoman (ABSENT)