

ROXBURY TOWN BOARD
Regular Meeting
TUESDAY October 10, 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 ▶ September 11, 2023 - Regular Meeting
▶ October 3, 2023 Special Meeting/Budget Workshop

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
▶ 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.)
▶ Update Fair Housing Law?
▶ Appoint Fair Housing Officer

Letters to the Board: Renee Barchitta – 4 emails re: cannabis
Sandra Rockwell – resignation Justice Court Clerk

Discussion from Residents

ISSUES FOR ADOPTION / DISCUSSION

▶ MOTIONS / RESOLUTIONS

- ▶ Department Reports
 - *Town Clerk monthly report for September 2023
 - *Supervisor's monthly report for August 2023
 - *Assessor's monthly report for September 2023
 - *Water District's monthly report for September 2023
 - *Justice Court monthly report for September 2023
 - *Parks Dept. status report for October 2023
 - *Building Inspector's monthly report for August & September 2023
 - *Dog Control monthly report for January-September 2023
- ▶ Award fuel oil bids
- ▶ Schedule Public Hearing for 2024 Preliminary Budget – Nov 9th @ _____ pm

- ▶ Schedule Public Hearing for Local Law to over-ride the tax cap for 2024 budget – Nov 9th @ _____pm (to immediately follow the PH for 2024 Preliminary Budget)
- ▶ Water Districts – payments for unpaid water thru 9/30/23 that are not received by 11/1/23 shall be added to the January 2024 Town/County tax bills
- ▶ Accept resignation of Sandra Rockwell effective 12/31/23
- ▶ Advertise for Justice Court Clerk position through November 3rd
- ▶ Amend Highway Contract and Employee Handbook to include wording for new Vision Plan (same wording as for Dental Insurance)

▶ OTHER INFO/DISCUSSION:

- ▶ Local Law needed for STR fire inspections to be done in less than 3 year intervals
- ▶ Local Law needed for violation fees for building without a permit in lieu of going thru court action
- ▶ 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:**
- ▶ October 21 – Tire Day 8:00 am – 4:00 pm @ lot next to Roxbury Hwy garage. T/Roxbury and Middletown residents, TFS Permit required, 10 tires per household, up to 24" wheels, rims must be removed
 - ▶ 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	9/11/23	\$81,708.48
Wadler Bros. Inc.	Speed sign installation materials	\$187.25	8/14/23	\$81,521.23