## ROXBURY TOWN BOARD Regular Meeting March 11, 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	<ul><li>6:00 pm Public Hearing – MTC Franchise Renewal</li><li>Immediately following hearing - Regular Meeting</li></ul>
Pledge of Allegiance	
	► APPOINTMENT FOR VACANT COUNCIL SEAT TAKE OATH OF OFFICE / UNDERTAKING
Minutes	► February 12, 2024 Public Hearing and Regular Meeting
Requests to Speak:	<ul> <li>Mike Harrington – Water Project Update (written report sent)</li> <li>Cambria Tallman &amp; Matthew Steen – MTC Franchise Renewal Agreement</li> </ul>
Department Reports:	<ul> <li>Water / Sewer</li> <li>Planning Board</li> <li>Building &amp; Grounds</li> <li>Highway</li> <li>Assessor</li> <li>Building Inspector</li> <li>Kirkside Park / Community Resources</li> <li>Grants</li> <li>Health Officer</li> </ul>
Old Business:	
Letters to the Board:	<ul> <li>Jeffrey Marino &amp; Kathleen Sweeney – concerns with possible dirt bike track Dugan Hill Rd.</li> <li>Victor Taret &amp; Natalia Kory – concerns with possible dirt bike track Dugan Hill Rd.</li> <li>Roxbury Library – thank you for funds</li> <li>Judith Maguire – request storing items at Town Hall</li> <li>Adirondack-Appalacian Regional Medical Services Council – notice of public hearing re: ambulance service for Towns of Stamford, Kortright &amp; Harpersfield</li> <li>MTC – rate increase effective 4/1/24</li> </ul>
Discussion from Residents	

## ISSUES FOR ADOPTION / DISCUSSION MOTIONS / RESOLUTIONS

► Department Reports

\*Town Clerk monthly report for February 2024

\*Supervisor's monthly report for January 2023

\*Assessor's monthly report for February 2024

\*Water District's monthly report for February 2024

\*Justice Court monthly report for January 2023

\*Parks Dept. status report for February 2024

\*Code Enforcement Officer monthly report for February 2024

\*Dog Control monthly report for January-February 2024

► Tax Collector appointment of Dpty. Tax Collector (February appointee declined

appointment) Does not need Town Board approval

►MTC Franchise Renewal Agreement – authorize Supervisor to execute

► Fair Housing Officer designation of Acting Fair Housing Officer during periods when the Fair Housing Officer is unable to act

► Appoint new Justice Court Clerk effective \_\_\_\_\_ (rate of pay \$17.41/hr)

► Hire Sandra Rockwell as Court Clerk effective \_\_\_\_\_ at a rate of pay \$\_\_\_\_\_

to fill in until such time as a regular Clerk is appointed by the Town Board
 Mike Martin pay for Civic Center oversight/rentals \$ or same as cleaner?

- Kratochvil agreement insurance payment & authorize the Supervisor to sign
- ► Award bid for Highway Diesel
- ► Award bid for Highway Material Hauling

► Advertise bids for Roxbury Sewer Force Main Access mowing with opening April 5 @ 2:00 pm

Marty Built junkyard license -no objections renew for one year to expire 4/1/25

- ► Revise Fair Housing Policy remove sending pamphlet annually with tax bills
- ► Appoint new SWAC rep
- ► Change committee appointments

► Auth Supv to execute/pay not-for-profit agreement with Catskill Rec Center \$2,500 and Coalition of Watershed Towns \$1,500

► Authorize Supervisor to execute Water/Sewer Emergency Services repair contract with Bubach Excavating having received all required paperwork

► Neon Art display - allow in Kirkside Park

► Building Permit fees for churches, not-for-profits, etc.

► Gockel request for use of Civic Center and Town insurance for PreK-2<sup>nd</sup> grade basketball (charge/no charge?)

► Schedule Special Meeting for Town Board to audit 2023 financial records of Town Clerk, Tax Collector and Water Clerk

► Code Enforcement Officer agreement?

► Roxbury Library Agreement – authorize Supervisor to execute a not-for-profit agreement for \$12,500 additional funds for repairs/renovations to be released when paid invoices are received

## ► 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
  - ► April meeting @ Grand Gorge Civic Center

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