

APPROVED MINUTES

December 14, 2015

The regular meeting of the Roxbury Town Board was held December 14, 2015 at 7:30 pm at the Town Hall. Present were: Supervisor Thomas S. Hynes, Councilmen Gene Cronk, Edward Raeder, Allen Hinkley and Carol Murray, Dpty. Hwy. Supt. William Sprague, Assessor Robert Breglio, Attorney Kevin Young and 5 residents.

The Minutes of the November 5, 2015 regular meeting were approved on motion of Carol Murray second by Allen Hinkley.

AYES-5 Murray, Hinkley, Cronk, Raeder, Hynes

NAYS-0

John Wolham of NYS Office of Real Property Tax Services was introduced, commended the Town Board for conducting a revaluation of property assessments and presented Assessor Breglio with a certificate for having completed the revaluation. Mr. Wolham discussed the importance of a revaluation and completing one every 4-5 years to keep property values on track with the area trends. The Town could receive up to \$5 per parcel reimbursement for the re-val, however the exact amount per parcel has not been yet determined by the State. The Town Board also thanked Assessor Breglio and Assessor Clerk Stephanie Seminara for the excellent work they did on the revaluation.

Dpty. Hwy. Supt. William Sprague reported crews have been busy cutting trees and brush from roads as some had become overgrown, have been collecting old culverts for destruction, stated trucks are ready for winter, requested a letter from the Town to the vendor allowing the purchase of a 10' hydraulic broom that fits on the front of a truck. The price is less than \$10,000 and was budgeted for in the 2015 highway budget and stated the generator pad and electric has been completed at the highway garage with the new generator to be installed soon. Discussion took place on possibly using the old generator for the Town Hall or selling it. The Board had no objection to the purchase of the hydraulic broom. Sprague also requested status of hiring someone to fill at least one of the vacancies on the highway dept. for 1/1/16 as they will be down 2 men after Neil German becomes Highway Supt. Sprague stated they would like to hire John Bubach Jr. No Board member objected and Mr. Sprague was directed to inform Bubach Jr. of the position and the Board will formally hire him at the year end meeting.

Carolynn Faraci, Parks Clerk, reported she has 26 bookings for the park into 2016, the fireworks for the Labor Day event 2016 has been contracted and reported on the vandalism and damage done to the dollhouse building at the park. Damage included most windows broken out, inside ceilings torn down and toys broken. Estimates for repair will be gotten and discussed to see if repairs will be made or not. Faraci also stated Jenny Rosenzweig is not seeking re-appointment to the Historic Commission after her term ends 12/31/15 and stated letters will be sent to homeowners in the Roxbury Historic District with homes listed on the National Register to see if they would like to order a plaque under a grant project where the O'Conner Foundation will pay for one half of the cost. The grant is to be closed out soon.

Mrs. Faraci, as bookkeeper, also discussed the changes from NYS Labor Board regarding the updated LS52 Form for notifying employees of their rate of pay, payrolls, etc. that now must be acknowledged by employees before the new pay rate can go into effect.

It was stated the Southern Tier, which includes Delaware County, was one of three areas in New York State that was just awarded \$500M in grants for various types of projects under the NY Rising program. It was also stated the Town's grant for installing a community kitchen in the Kirkside Park barn was approved as well as The Roxbury Motel's project for the Stratton Falls

House.

Three breaks were detected and repaired in the Denver Water District. However, the breaks drained the water tank causing a boil water order to be issued. Customers were under the order for five days before it was lifted when testing results came back favorably.

Two leaks have been detected in the Roxbury Water District and are expected to be repaired soon.

Issues causing water to enter the basements of Beauty Kreations and Tait's Construction is still being looked into. Per NY Rural Water help, three digs as possible leak sites have not found any leaks to be present and the Water Supt. is still not getting any chlorine in tests taken of the water in the buildings. It is thought the problem may be ground water but Supv. has called the company suggested by Mr. Tait to try to detect where a leak may be but has received no response.

The Grand Gorge water tank has also been experiencing problems with keeping the water level up only to find that Mountainside Creamery has been using water off the hydrant without notifying the Town. A letter will be sent to them requesting to meet to discuss that matter as well as continued issues with odors coming from the sewer plant and several more trailers being stored on the Teichman Rd. property.

A letter was received from the Grand Gorge Community Action Group thanking the Town Board for continued support of their projects.

A letter was received from Jenny Rosenzweig who has requested not being appointed to another term on the Historic Preservation Commission. Her current term will end 12/31/15.

RESOLUTION #89 – ACCEPT ROSENZWEIG RESIGNATION FROM HISTORIC COMMISSION

On motion of Allen Hinkley second by Gene Cronk the following resolution was offered and adopted:

“WHEREAS, Jenny Rosenzweig is currently serving on the Roxbury Historic Preservation Commission with said term expiring December 31, 2015; and
WHEREAS, Ms. Rosenzweig does not request re-appointment for a three year term,
NOW, THEREFORE BE IT RESOLVED, the Town Board will not re-appoint Ms. Rosenzweig to the Historic Preservation Commission thus causing a vacancy on the Commission as of 12/31/15.”

AYES-5 Hinkley, Cronk, Raeder, Murray, Hynes

NAYS-0

Having been questioned by some residents, the Town Clerk clarified that she has only ever been on a single health/dental plan under the Town and offered premium payments as proof of such.

No action was taken on the Police Policy.

On motion of Carol Murray second by Edward Raeder the Town Board approved the Town Clerk's monthly report for November 2015 in the amount of \$1,599.25 (Town Clerk \$1,064.25 and Building Permits \$535.00)

AYES-5 Murray, Raeder, Cronk, Hinkley, Hynes

NAYS-0

On motion of Edward Raeder second by Carol Murray the Town Board approved the Supervisor's monthly report for October 2015.

AYES-5 Raeder, Murray, Cronk, Hinkley, Hynes

NAYS-0

On motion of Gene Cronk second by Allen Hinkley the Town Board approved the Justice Court monthly report for October 2015 in the amount of \$5,739.00. (State \$3,877.00; County \$120.00 and Town \$1,742.00)

AYES- 5 Cronk, Hinkley, Raeder, Murray, Hynes

NAYS-0

On motion of Allen Hinkley second by Edward Raeder the Town Board approved the Assessor monthly report for October/November 2015.

AYES-5 Hinkley, Raeder, Cronk, Murray, Hynes

NAYS-0

On motion of Carol Murray second by Allen Hinkley the Town Board approved the Building Inspector's monthly report for November 2015.

AYES-5 Murray, Hinkley, Cronk, Raeder, Hynes

NAYS-0

On motion of Gene Cronk second by Edward Raeder the Town Board approved the Water District monthly receipts report for November 2015 in the following amounts: Denver \$850.08; Grand Gorge \$804.78 and Roxbury \$784.53.

AYES-5 Cronk, Raeder, Hinkley, Murray, Hynes

NAYS-0

RESOLUTION #90-SCHEDULE YEAR END MEETING

On motion of Allen Hinkley second by Gene Cronk the following resolution was offered and adopted:

“RESOLVED, the Town Board will hold a Special Meeting on December 29, 2015 at 4:00 at the Town Hall to conclude business for the year 2015.”

and will hold the annual Organizational Meeting on January 4, 2016 at 7:30 pm at the Town Hall.”

AYES-5 Hinkley, Cronk, Raeder, Murray, Hynes

NAYS-0

RESOLUTION #91- SCHEDULE ORGANIZATIONAL MEETING

On motion of Allen Hinkley second by Carol Murray the following resolution was offered and adopted:

“RESOLVED, the Town Board will hold the annual Organizational Meeting on January 4, 2016 at 7:30 pm at the Town Hall.”

AYES-5 Hinkley, Murray, Cronk, Raeder, Hynes

NAYS-0

RESOLUTION #92-RE-APPOINT EDWARD HINKLEY TO PLANNING BOARD

On motion of Edward Raeder second by Gene Cronk the following resolution was offered and adopted:

“RESOLVED, the Town Board re-appoints Edward Hinkley to another five years on the Planning Board with said term 1/1/16-12/31/2020.”

AYES-5 Raeder, Cronk, Hinkley, Murray, Hynes

NAYS-0

David Zambri of the Planning Board has informed the Town that he would not be requesting re-appointment when his term expires December 31, 2015 thus causing a vacancy. The Town Board will send a letter to him acknowledging his 10 years of service. The Planning Board has requested the Town Board appoint Brad Zambri to fill the vacancy.

Joseph Farleigh, current Chairman of the Planning Board is stepping down from that position but

will remain on the Board, but recommends the Town Board appoints Board member Phillip Zorda as Chairman. Discussion took place on whether the Town Board or Planning Board appoints their Chairman. Attorney Young will research the matter.

RESOLUTION #93-APPOINT BRAD ZAMBRI TO PLANNING BOARD

On motion of Gene Cronk second by Allen Hinkley the following resolution was offered and adopted:

“RESOLVED, the Town Board appoints Brad Zambri to a five year term on the Planning Board to fill the vacancy on same with said term to be 1/1/16-12/31/20.”

AYES-5 Cronk, Hinkley, Raeder, Murray, Hynes

NAYS-0

RESOLUTION #94 – RESOLUTION AUTHORIZING CHIEF EXECUTIVE OFFICER TO SIGN A CONTRACT FOR SHARED HIGHWAY SERVICES ON BEHALF OF THE TOWN OF ROXBURY

On motion of Allen Hinkley second by Carol Murray the following resolution was offered and adopted:

“Resolution authorizing the Chief Executive Officer to sign a contract on behalf of the Town of Roxbury to permit the highway department head to share services with the highway department head in other municipalities who possess similar authorization for the borrowing or lending of materials and supplies and the exchanging, leasing, renting or maintaining of machinery and equipment, including the operators thereof, for the purpose of aiding the highway head in the performance of his/her duties.

WHEREAS, all municipalities, including the Town of Roxbury have the power and authority to contract for the purpose of renting, leasing, exchanging, borrowing or maintaining of machinery and equipment, with or without operators, with other municipalities, and;

WHEREAS, all municipalities, including the Town of Roxbury have the power and authority to borrow or lend materials and supplies to other municipalities, and;

WHEREAS, it is hereby determined that the Town of Roxbury and other municipalities have machinery and equipment which is not used during certain periods, and

WHEREAS, it is determined that the Town of Roxbury and other municipalities have materials and supplies on hand which are not immediately needed, and;

WHEREAS, it is hereby determined that by renting, borrowing, exchanging, leasing or maintaining highway machinery and equipment and the borrowing or lending of materials and supplies, the Town of Roxbury and other municipalities may avoid the necessity of purchasing certain needed highway machinery and equipment and the purchasing of or storing a large inventory of certain materials and supplies, thereby saving the taxpayers money, and;

WHEREAS, it is recognized and determined, from a practical working arrangement, that no program of borrowing, exchanging, leasing, renting or maintaining of highway machinery and equipment or borrowing or lending of materials can be successful if each individual arrangement or agreement has to receive prior approval by the Town of Roxbury governing board and the governing board of each of the other municipalities which may be parties to such agreements, since such agreements must often be made on short notice and at times when the governing boards are not in session, and;

WHEREAS, it is incumbent upon each municipality to design a simple method whereby materials and supplies, equipment and machinery, including the operators thereof, may be obtained or maintained with the minimum of paperwork and inconvenience and with a swift approval process, and;

WHEREAS, it is the intent of this Town of Roxbury to give the head of the highway department the authority to enter into renting, exchanging, borrowing, lending or maintaining arrangements with the persons serving in similar capacities in other municipalities without the necessity of obtaining approval of the Town of Roxbury governing board prior to the making of each individual arrangement, and;

WHEREAS, a standard contract has been prepared which is expected to be adopted and placed into

effect in other municipalities, and will grant the person holding the position comparable to that of the head of the highway department, authority to make similar arrangements, and;

WHEREAS, it is hereby determined that it will be in the best interests of the Town of Roxbury to be a party to such shared services arrangements;

NOW THEREFORE BE IT RESOLVED that the Town Supervisor of Roxbury is hereby authorized to sign on behalf of the Town, a contract for shared highway services to include the Town of Middletown, Town of Stamford, Town of Harpersfield, Town of Andes, Town of Gilboa, Village of Delhi and County of Delaware,

BE IT FURTHER RESOLVED this resolution shall take effect immediately, and

BE IT FURTHER RESOLVED the Town Clerk is authorized and directed to file a copy of the contract set forth in this resolution with the chief executive officer of the aforementioned municipalities.”

The vote having been taken upon such resolution the result was as follows:

AYES-5 Hinkley, Murray, Cronk, Raeder, Hynes

NAYS-0

Said Highway Shared Services agreement will be for five years and will expire on 12/13/20.

The Town Board was supplied with an updated monthly open permit list. The Assessor’s monthly reports also contain a list of reported items to the Building Inspector including dangerous conditions and construction they have found without a permit. Councilman Hinkley suggested those who don’t respond to Renewal/CO/CC letters have the fees put on their taxes. The only problem being that reminder letters have not been sent out for about 3 years. Councilman Hinkley stated that he would speak to the Building Inspector regarding the matter.

No action was taken on revisions to the Grand Gorge and Roxbury Water District bylaws.

RESOLUTION #95 – RESOLUTION TO GO INTO EXECUTIVE SESSION TO DISCUSS A HIGHWAY CONTRACT MATTER

On motion of Allen Hinkley second by Gene Cronk the following resolution was offered and adopted:

“RESOLVED, the Town Board agreed to enter into Executive Session at 8:17 pm to discuss issues with the current Highway Contract. Present were: Supervisor Thomas S. Hynes, Councilmen Allen Hinkley, Edward Raeder, Gene Cronk and Carol Murray, Attorney Kevin Young, Dpty. Hwy. Supt. William Sprague and Hwy. Worker Ralph Sprague.”

AYES-5 Hinkley, Cronk, Raeder, Murray, Hynes

NAYS-0

William and Ralph Sprague exited the Executive Session at 8:25 pm.

On motion of Carol Murray second by Gene Cronk the Town Board and Attorney returned to the regular meeting at 8:33 pm.

AYES-5 Murray, Cronk, Raeder, Hinkley, Hynes

NAYS-0

It was stated as a result of Executive Session, there will be no changes made to the current Highway Contract.

Attorney Young discussed the report from Robert Beebe regarding his results of what NYCDEP assessments on the sewer piping should be after plugging the figures into a template. Further review by Attorney Young and the Town Assessor will be needed before the Town Board agrees to any of the figures calculated. If the Town agrees, assessments would be decreased for a number of years instead of a cash payment to DEP for the differences. Discussion also took place on payment of the invoice from Mr. Beebe for this work as he did not meet his original deadline.

On motion of Gene Cronk second by Allen Hinkley, Voucher #556 Robert L. Beebe LLC \$1,735.75 was removed from the abstract and all other bills were audited and ordered paid in the following amounts:

General #537-589	\$47,477.78	Roxbury Sewer #79-83	\$11,846.42
Highway #246-271	\$54,955.42	Denver Sewer #104-113	\$24,185.96
Roxbury Water #88-93	\$2,642.68	Special Lights #16-17	\$4,454.81
Grand Gorge Water #100-109	\$7,716.11	Capital Projects:	
Denver Water #80-89	\$4,397.78	GEIS Project #7	\$838.50

AYES-5 Cronk, Hinkley, Raeder, Murray, Hynes
NAYS-0

Attorney Young discussed the Hamlet Designation areas that are eligible for review and any changes every five years which will be in 2016. Said changes can be done in the period 12/24/15-6/21/16. The Board intends to especially discuss three specific owners' properties during that time that have asked for removal in the past.

On motion of Gene Cronk second by Carol Murray the meeting adjourned at 8:43 pm.

THIS IS A TRUE COPY

Diane Pickett, Town Clerk
Thomas S. Hynes, Supervisor
Gene Cronk, Councilman
Edward Reader, Councilman
Allen Hinkley, Councilman
Carol Murray, Councilwoman