

APPROVED MINUTES

June 10, 2013

The regular meeting of the Town Board was held June 10, 2013 at 7:30 pm at the Town Hall. Present were: Supervisor Thomas S. Hynes, Councilmen Gene Cronk, Edward Raeder, Allen Hinkley and Carol Murray, Hwy. Supt. Stephen Schuman, Assessor Robert Breglio, Building Inspector William Walcutt, Attorney Kevin Young and 3 residents.

After amending the May 13, 2013 Minutes to state the Beaverdam Builders proposal for \$4,900 also included a bathroom door replacement, the May 13th and May 21, 2013 Minutes were approved on motion of Gene Cronk second by Edward Raeder.

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

NAYS – 0

Peg Ellsworth stated there were still openings at the M-ARK Project for owner occupied rehab funds and rental rehab funds, she discussed grant fund applications and status , plans to have a ribbon cutting on July 23rd for the newly renovated park barns, discussed the Gold Seal building receiving a grant to have kitchen rental space for local growers that will be USDA approved site for resale, discussed the request for proposals for the barns painting and stated the Town’s housing rehab grant work (HUD) is underway where M-ARK has contacted all applicants that were on the waiting list as well as receiving new applications.

The Request for Proposals for Kirkside Park barns painting were opened on May 24, 2013 at 2:00 pm at the Town Hall and were as follows:

Contractor	Interior Walls	Deck & Railing	Exterior Painting	Total
Beaverdam Builders	\$6,000	\$2,000	\$6,000	\$14,000

Per a resolution of the Town Board on May 13, 2013, Town Board accepted the proposal of Beaverdam Builders in the amount of \$14,000 as the lowest qualified bidder.

Hwy. Supt. Stephen Schuman reported crews are getting several roads ready for stone & oil, heavy rain washouts have been repaired, discussed the Cornell Highway Supt. conference possibly being terminated and requested a letter from the Town Board supporting the program to be continued, and stated the new truck is having all the extras fitted and should be arriving shortly.

Assessor, Robert Breglio discussed his written monthly report given to the Town Board. Grievance Day was quiet with 5 grievances, 3-4 stipulations, grievances from NYC DEP and Verizon and the Assessor had 5 people in with questions. He awaits the template of values for DEP property, discussed the re-val work and stated the data verifier/collector hired has become too busy with her appraisal work the position has been advertised.

Building Inspector, William Walcutt stated temporary structures, specifically party tents, fall under the NYS Building Code and requested them to require a building permit with a \$60 fee. A copy of the code was given to the Town Board. Mr. Walcutt requested the permit and fee for tents 700 SF without side walls and a smaller size without side walls. The matter was tabled until further reviewed by the Town Board.

Discussion took place on the Unsafe Structure notice placed on the property owned by Caroline Lilly. A response has been received from the owner requesting it be lifted as they are awaiting plans from an architect. Atty. Young will draft a letter to the owners in response.

The leak in front of Baytree Apts. is expected to be repaired on Wednesday.

Notification has been received the Tentative EQ Rate is at 32%, an increase of 1% from 2012.

On motion of Carol Murray second by Gene Cronk the Town Board approved the Town Clerk's monthly report for May 2013 in the amount of \$1,237.87 (Town Clerk \$732.87 and Building Permits \$505.00)

AYES – 5 Murray, Cronk Raeder, Hinkley, Hynes

NAYS – 0

On motion of Allen Hinkley second by Gene Cronk the Town Board approved the Assessor's report for May 2013.

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

NAYS – 0

On motion of Carol Murray second by Allen Hinkley the Town Board approved the monthly report of the Building Inspector for May 2013.

AYES – Murray, Hinkley, Raeder, Cronk, Hynes

NAYS – 0

On motion of Edward Raeder second by Gene Cronk the Town Board approved the monthly report of water receipts for the water districts for the month of May 2013 in the following amounts: Denver \$674.30, Grand Gorge \$427.19 and Roxbury 942.59.

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

NAYS – 0

RESOLUTION #37 – ADOPT COMPUTER USE POLICY

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

“WHEREAS, the Town Board of the Town of Roxbury desires to adopt a policy governing the Town's employees, authorized volunteers and contractors with regard to the use of the Town's computers, electronic mail (e-mail) system and Internet access.

THEREFORE, NOW BE IT RESOLVED THAT: The Town Board of the Town of Roxbury hereby adopts the Policy for Use of Computers, Internet and E-Mail attached hereto as Exhibit “A” governing the use by full and part-time employees, volunteers and contractors of the Town's computers, electronic mail (e-mail) system and internet.”

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

NAYS – 0

On motion of Carol Murray second by Gene Cronk the Town Board approved the reimbursement requests for the Board of Assessment Review and Tax Collector per Town policy.

AYES – Murray, Cronk, Raeder, Hinkley, Hynes

NAYS – 0

The Annual Drinking Water Reports for the Denver, Grand Gorge and Roxbury Water districts have been mailed to all water customers and filed with NYS Dept. of Health, NYS DEC and USDA (Grand Gorge Water only). Copies of the reports are available at the Town Clerk's Office and on the Town website.

Atty. Young stated he is still waiting for the decision on the truck lawsuit.

MTC Cable has requested to be able to erect a small shed on the Town's property at the former health office location on Main St. It would be used for their broadband upgrades. The matter was tabled until Atty. Young reviews the matter for lease/use of Town property.

On motion of Edward Raeder second by Gene Cronk the bills were audited and ordered paid in the following amounts:

General #217-262	\$117,234.84	Denver Sewer #47-58	\$12,709.77
Highway #106-131	\$240,713.74	Special Lights #8	\$1,640.33
Roxbury Water #38-45	\$1,922.93	Capital Projects:	
Grand Gorge Water #42-49	\$1,798.03	Comp Plan #199	\$240.00

Denver Water #40-45	\$1,688.79	Kirk Park Const #200	\$20,020.76
Roxbury Sewer #44-53	\$22,389.17		

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

On motion of Carol Murray second by Allen Hinkley the Board went into Executive Session at 8:30 pm to discuss a personnel contract issue. Present were: Supv. Thomas Hynes, Councilmen Gene Cronk, Edward Raeder, Allen Hinkley and Carol Murray and Atty. Kevin Young. Assessor Robert Breglio was asked to join Executive Session at 8:40 pm.

On motion of Gene Cronk second by Carol Murray all returned to the regular meeting at 8:45 pm.

RESOLUTION #38 – ASSESSOR CONTRACT RENEWAL

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

“WHEREAS, on November 14, 2011 the Town of Roxbury Town Board approved a contract with Robert Breglio as Sole Assessor to fill out the term of the previous Assessor; and WHEREAS, the term of said contract was for the period January 1, 2012 – September 30, 2013; NOW, THEREFORE, BE IT RESOLVED, the Town Board approves the renewal of a six year contract with Robert Breglio as Sole Assessor for the period October 1, 2013 – September 30, 2019.”

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

On motion of Allen Hinkley second by Gene Cronk the meeting adjourned at 8:50 pm.

THIS IS A TRUE COPY

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