

UNAPPROVED MINUTES

November 8, 2018

Two Public Hearings and the regular meeting of the Roxbury Town Board were held November 8, 2018 at 7:00 pm at the Town Hall. Present were: Supervisor Thomas S. Hynes, Councilmen Edward Raeder, Allen Hinkley, Carol Murray and Kenneth Davie, Highway Supt. Neil German, Parks Clerk/Bookkeeper Carolynn Faraci and 5 residents.

A Public Hearing was called to order at 7:00 pm to hear comments on the 2019 Preliminary Budget. The notice of the hearing was read. Budget Officer, Carolynn Faraci, discussed three changes to the General Fund: Appropriations - Supervisor #1220.1 from \$15,546 to \$15,090 and Historian # 7510.4 from \$486 to \$986; Revenues – PILOT #1081 from \$2,008 to \$2,009. Supervisor Hynes stated the County budget is expected to increase just under 2% for 2019. Joseph Resch questioned if the Dog Control Officer submits monthly reports. It was stated her report of work is submitted with her mileage vouchers and Supervisor Hynes added it is a difficult job. With no other comments being heard, the hearing closed at 7:10 pm.

Assessor Clerk Stephanie Seminara, Attorney Allyson Phillips and two residents arrived.

A Public Hearing was called to order at 7:15 pm to hear comments on a proposed Local Law to override the tax cap levy limit for the 2019 Town Budget. The notice of the hearing was read. The purpose of the local law was discussed. With no comments being heard the hearing closed at 7:20 pm.

The regular meeting was called to order at 7:30 pm. One additional resident arrived.

The Minutes of the October 8th regular meeting and October 17th Special Meeting were approved on motion of Carol Murray second by Allen Hinkley.

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

NAYS-0

Michael Harrington of Lamont Engineers gave an update on status of the Water Projects:

Denver

*Utility location mapping is expected to conclude this week

*Well #1 has iron higher than the limit, it will be flushed and retested next week, then will be submitted to Dept. of Health.

*Titan began work on Well #6 but found the pump was seized up. Work will take place to remove/replace it and the piping.

*Drawings and specs for Phase 2 controls and piping/Valve work have been drafted.

*Contract #3 close out is on hold awaiting paperwork from Blizzard Electric.

*An MWBE waiver request will be submitted to EFC as the Lamont utilization plan falls short of the goal.

Roxbury/GG

*Layne has drilled new Well #3, hit rock at 60 feet, took soil samples, and selected well screen and soil pack

*Two monitoring wells will be installed next week

*Well development and pump testing will occur after screen installation

* Delaware River Basin Commission has approved the Aquifer Testing Plan

*Test pumping discharge piping layout will be discussed with property owner Mike Hinkley

*Preliminary stakeout of the new property lines will take place the week on Nov. 19th and will be reviewed with owner Mike Hinkley. The Town can also view.

*Sampling of the springs has been conducted with results to be sent to Dept. of Health

*Attorney Phillips will look into whether the new well building requires Site Plan Review

*Lamont Engineering Utilization Plan has been approved by EFC so a request will be submitted for reimbursement of engineering costs

Glenn Schweizer of Brook Road questioned the status of Attorney Young's review, with the Building Inspector, of the wedding venue on his road, adding, the building code also requires an operating permit, and again expressed concerns with health and safety issues. Attorney Phillips stated she had nothing to report due to Attorney Young having a family emergency and has been out of the office, but that he has started the review. She discussed the items to be reviewed, including an operating permit, for the venue to be in compliance with the building code. She added, residents can bring complaints to the Code Officer to review and they can also FOIL building records. Attorney Young is expected to attend the next meeting and have some further answers.

Status of the review of the Howard Greene Rd. wedding venue by Attorney Young & the Building Inspector will also be discussed when Attorney Young returns.

Highway Supt. Neil German reported crews are ready for winter, cleaning ditches and culverts, and stated that, instead of installing speed bumps on Becker Ave. because they have been deemed not legal to install, signs showing "No Thru Traffic" and others will be erected on both ends of Becker Ave. to hopefully stop speeders.

Everett Farrell, Delaware County Planning Dept., discussed the Local Flood Analysis (LFA) project. Three proposals from Woidt Engineering & Consulting, PC, Milone & MacBroom, Inc. and Barton & Loguidice, DPC have been reviewed by the Town Board to conduct the LFA. The Town Board has chosen Milone & MacBroom, Inc. The project will study the hamlets of Grand Gorge and Roxbury, there will be meetings for residents, will identify the problems and solutions, LFA reports will be given, no cost to Town as a Delaware County Soil & Water Conservation project who will also deal with the contractors on behalf of the Town, the Grand Gorge flood study info will also be used, the study can be used to get flood insurance rates decreased for residents as a broader flood zone causes rates to increase, projects will be decided by the Town Board, Soil & Water would file any Letter of Map Revision (LOMR) with FEMA and all decisions to be made will be at the discretion of the Town Board.

Andy Acker, Delaware County Planning Dept. discussed the resolution for updating the All Hazard Mitigation Plan which is required every five years in order to fulfill FEMA requirements. The Town Board has received copies of the resolution and Plan specific to Roxbury. Discussion took place especially pertaining to Johnson Hollow Rd. issues and a solution. This will be looked into further before adopting the resolution as well as the Town Board requiring more time to review the Plan.

Assessor Clerk, Stephanie Seminara stated still being locked out of the RPS system by the County while they work on issues. Hopefully it will be resolved soon as work is piling up for her and the work is essential for updating the re-valuation.

Parks Clerk,Carolynn Faraci reported bridge work has been completed, brush needs to be cut so no more damage to bridges occur, pavilion bookings continue to come in with 26 so far for 2019 and commercial kitchen work continues with the sewer line having been installed.

Karen Hinkley stated she had not received any response from the Town Board regarding the letter she gave them at the last meeting. Attorney Phillips responded that the letter is being reviewed by Attorney Young and any response will be from their office.

On motion of Kenneth Davie second by Carol Murray the Town Board approved the Town Clerk's monthly report for October 2018 in the amount of \$2,917.53 (Town Clerk \$1,282.53 and Building Permits \$1,635.00)

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

On motion of Edward Raeder second by Kenneth Davie the Town Board approved the Supervisor's monthly report for September, 2018.

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

NAYS-0

On motion of Allen Hinkley second by Edward Raeder the Town Board approved the Assessor's monthly report for October 2018.

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

NAYS-0

On motion of Carol Murray second by Edward Raeder the Town Board approved the Building Inspector's monthly report for October 2018.

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

NAYS-0

On motion of Allen Hinkley second by Edward Raeder the Town Board approved the Water District monthly reports for October 2018 with receipts in the following amounts: Denver 3,902.45; Grand Gorge \$3,189.01 and Roxbury 4,315.27.

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

NAYS-0

On motion of Kenneth Davie second by Carol Murray the Town Board approved the Justice Court monthly report for September 2018 in the amount of \$2,026.20.

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

NAYS-0

Discussion took place on the proposed local law to override the tax cap levy for the 2019 Town Budget. It was decided the law would not be needed because 2019 budget amounts are not over the limit allowed for 2019.

Discussion took place on the 2019 Preliminary Budget.

RESOLUTION #105-ADOPT 2019 TOWN BUDGET

On motion of Allen Hinkley second by Kenneth Davie the following resolution was offered and adopted:

“WHEREAS, the Town Board has reviewed the 2019 Preliminary Budget with changes; and
WHEREAS, the Town Board has held a Public Hearing on the 2019 Town Budget; and
WHEREAS, the Budget Officer has requested the following changes to the 2019 Budget: General Fund: Appropriations - Supervisor #1220.1 from \$15,546 to \$15,090 and Historian # 7510.4 from \$486 to \$986; Revenues – PILOT #1081 from \$2,008 to \$2,009;
NOW, THEREFORE, BE IT RESOLVED, the Town Board approves the 2019 Town Budget to include the changes stated above.”

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

NAYS-0

Discussion took place on submitting an application for a new Community Development Block Grant (CDBG).

RESOLUTION #106-RESOLUTION APPROVING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

On motion of Carol Murray second by Kenneth Davie the following resolution was offered and adopted:

“WHEREAS, the Town of Roxbury wishes to apply for Community Development Block Grant funding for the 2018 Fiscal Year under the Housing and Community Development Act of 1974, as amended; and
WHEREAS, the Town of Roxbury has determined there is a serious need to undertake a neighborhood revitalization and housing rehabilitation program in the Township; and
WHEREAS, the Town of Roxbury Town Board agrees and supports rural preservation and housing rehabilitation programs in the Town;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Roxbury authorizes the MARK Project, Inc. to apply for up to \$500,000 in Fiscal Year 2018 Block Grant Funds to undertake housing rehabilitation activities within the Town of Roxbury; and

BE IT FURTHER RESOLVED, the Town Supervisor is hereby authorized and directed to sign any and all documents necessary for the submission; and

BE IT FURTHER RESOLVED, The MARK Project, Inc. will be assigned as sub recipient for this program should it be funded.”

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

NAYS-0

Discussion took place on revising the resolution for project approval using recaptured CDBG funds from a previous program.

RESOLUTION #107-RESOLUTION BY THE TOWN BOARD OF THE TOWN OF ROXBURY APPROVING AND COMMITTING CDBG PROGRAM INCOME FUNDS FROM 2005 CDBG PROGRAM

On motion of Kenneth Davie second by Allen Hinkley the following resolution was offered and adopted:

“WHEREAS, the Town of Roxbury has obtained \$3,823.20 in CDBG program income and asks that the MARK Project administer the use of these funds; and

WHEREAS, The Town recognizes that Maureen Sauveur is the owner of the property located at 37653 State Highway 23, Grand Gorge , NY and is a full time Town of Roxbury resident. and that Wendy Morrison is the owner of the property located at 7 Ridge Rd. Spur, Roxbury, NY and is a full time Town of Roxbury resident; and

WHEREAS, The Town also understands that they are both on the CDBG waiting list and have received an initial inspection citing several deficiencies in their living environment and has filed a complete application with the MARK Project who has deemed them both as income eligible recipients of CDBG Funds; and

WHEREAS, The Town agrees that \$3,135.20 will be spent on repair to Ms. Sauveur’s and Ms. Morrison’s residences as determined priorities with \$688.00 to be delivered to the MARK Project to cover costs of inspections, lead clearances and administration;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Roxbury approves and commits funds to be spent to the residences of Ms. Sauveur and Ms. Morrison.”

Passed by the following vote of all Town Board Members voting in favor thereof:

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

NAYS-0

Discussion took place on a request just received from Anne Drew, owner of Roxbury Run Village #8-3 to have the amount of \$72.82 removed from the Unpaid Water list and to look into the high usage for the quarter as she has never used that amount before. The October 1st reading showed her meter running backwards in the amount of 20,000 gallons. The Board decided the balance will remain on the unpaid water list that will go to taxes until such time as the water operators can obtain access to the meter to check into the problem and get a reading from the meter head. The Town Clerk was directed to contact the owner to see when access could occur.

RESOLUTION #108-UNPAID WATER BALANCES TO 2019 TAX BILLS

On motion of Edward Raeder second by Allen Hinkley the following resolution was offered and adopted:

WHEREAS, pursuant to Subdivision 3 of Section 198 of the Town Law of the State of New York, all unpaid water rental balances due and owing for the period ending September 30th must be paid on or before November 1st; and

WHEREAS, if balances are not paid by November 1st the amount shall be placed on the January 2019 Town and County tax bills; and

NOW, THEREFORE, BE IT RESOLVED, the attached list of unpaid water accounts shall be placed on the 2019 Town/County Tax bills to be collected in the following amounts: Denver \$2,188.91; Grand Gorge \$6,625.52 and Roxbury \$5,000.71.”

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

NAYS-0

RESOLUTION #109-STANDARD WORK DAY AND REPORTING RESOLUTION FOR ELECTED AND APPOINTED OFFICIALS

On motion of Carol Murray second by Edward Raeder the following resolution was offered and adopted: “BE IT RESOLVED, that the Town of Roxbury hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day Hours	Name	Social Security Number	Registration Number	Tier 1	Current Term	Record of Activities Result (ROA)	ROA Not Submitted
Councilman	8	Allen Hinkley	xxxx	xxxxxxxx		1/1/18-12/31/21	.48	
Constable	8	Stephen Williamson	xxxx	xxxxxxxx-x	✓	1/1/18-12/31/18		
Building Inspector/CEO	8	Tomi Tompkins	xxxx	xxxxxxxx-x		1/1/18-12/31/21	3.09	

AYES-5 Murray, Raeder, Davie, Hynes

NAYS-0

ABSTAIN-1 Hinkley

A FEMA cost summary was distributed to the Town Board for August 2018 flooding repairs to Ken Johnson Road in the amount of \$54,035.48.

A list of problem water accounts in the Roxbury and Grand Gorge Water Districts was distributed to the Town Board.

As part of the Roxbury/Grand Gorge water project, the Town was awarded funds from NYSDEC’s Water Quality Improvement Program (WQIP) grant. Said award will involve signs to be erected stating the funding source information.

It was stated there have been two new dog bites having occurred in the last two weeks. In both cases the dogs were not licensed at the time.

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

General #511-572	\$40,954.22	Special Lights #19	\$2,287.59
Highway #278-306	\$71,099.96		
Roxbury Water #86-92	\$2,451.54	Capital Projects:	
Grand Gorge Water #87-93	\$2,872.97	Denver Water Proj #87-89	\$2,704.81
Denver Water #73-77	\$2,045.29	Grand Gorge Water Proj #90-92	\$7,892.09
Roxbury Sewer #80-92	\$11,922.88	Roxbury Water Proj. #93-95	\$7,892.09
Denver Sewer #103-112	\$12,938.26	Kirkside Park Kitchen #96	\$3,500.00

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

NAYS-0

No comments or action was taken on additional cameras at Kirkside Park.

Supervisor Hynes stated a new water line will be run for the property of Norman Leavitt and will have to be looked into for payment of costs.

On motion of Allen Hinkley second by Kenneth Davie the meeting adjourned at 9:06 pm.

THIS IS A TRUE COPY

Diane Pickett, Town Clerk
Thomas S. Hynes, Supervisor
Edward Raeder, Councilman
Allen Hinkley, Councilman
Carol Murray, Councilwoman
Kenneth Davie, Councilman

