

OXFORD TOWN BOARD MEETING
Wednesday, October 14, 2020

The regular monthly meeting of the Oxford Town Board was called to order by Supervisor Lawrence Wilcox at 7:30 pm in the Village Hall for the transaction of such business that may lawfully come before the Board. The meeting opened with the salute to the flag of the United States of America.

Present were:

Supervisor: Lawrence Wilcox
Council: Ron Charles
 Alan Davis
 John Hofmann
 Carl Koenig
Town Clerk: James W. Hemstrought Jr.
Highway Superintendent: Bill Pinney

Others Present: Pat Moore, Pool Director and Roger Barrows, Chairman of Planning Board.

Minutes Previous Monthly Meeting:

Alan Davis made a motion to approve the minutes of September 9, 2020. Motion was seconded by Carl Koenig and carried with 5 Ayes.

Supervisor's Monthly Report:

Supervisor Wilcox handed out the Financial Accounting Information Sheets and a list of the Fund Balances as of September 30, 2020. He also gave the following Revenues, Appropriations and Checkbook Balances:

September 2020

Revenues	\$31,116.08
Appropriation	79,693.33
Check Book Balances:	
General	\$23,545.39
Highway	59,562.03
T&A	9,667.69
Water District #1	683.37
Pool Restoration	63,446.36

PUBLIC COMMENTS:

Pat Moore, Pool Director, stated that the results of the core samples and gutter came back positive and we are moving forward with the Oxford Town Pool Renovation. The cost of testing the gutters was a lot less than the estimated cost. Pat contacted Jeff F. and Dan F. from Delaware Engineering and they are working on the cost analysis of the project and putting together numbers for the board. The upgraded list and drawing of the guard house has been sent to Delaware Engineering.

COMMUNICATIONS:

The collateral deposit information for the month of September was received from the Bank of New York Mellon.

The Ag & Markets report concerning their Town of Oxford visit and inspection was received. Their report showed that everything was okay and up-to-date.

The land transfer from Town of Oxford to Oxford Academy & Central School has been finished and the road paved.

Roger Barrows, new chairman of the Oxford Planning Board, reported that the Planning Board has change their meeting opening time from 7:30 pm to 7:00 pm.

OTHER BUSINESS:

The Town Board suggested that the NBT Bank "Bond Anticipation Note" of \$200,000 be renewed.

Motion was made by Alan Davis and seconded by John Hofmann to renew the \$200,000 NBT Bank "Bond Anticipation Note". Motion carried with 5 Ayes.

PRELIMINARY 2021 BUDGET REVIEW:

The Town Council reviewed the 2021 preliminary budget that was presented at the September 9 board meeting. Motion was made by John Hofmann and seconded by Alan Davis to accept the Town of Oxford Preliminary 2021 budget with changes as presented by Supervisor Wilcox. Motion carried with 5 Ayes. A Public Hearing on the preliminary budget will be held at 7:45 pm on November 4, 2020, followed by adoption of the 2021 budget.

Motion was made by John Hofmann and seconded by Alan Davis to change the November Town Board meeting from the November 11 to November 4 at 7:30 pm. Motion was carried with 5 Ayes. This is in keeping with the law that the Public Budget Hearing must take place before the first Thursday following Elections.

Notices of the budget hearing and meeting date change will be published in the Norwich Sun newspaper, posted at the Town Clerk's office and put on the Town of Oxford website: townofoxfordny.com

2021 WATER DISTRICT #1 BUDGET:

Supervisor Wilcox will present the 2021 Water District #1 budget for approval at the November 4, 2020 board meeting.

– RESOLUTION –

RESOLVED, By the Town Board of the Town of Oxford that the 2020 *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:(a)only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;(b)only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods. The Town Board agreed that the method of disposition would be by shredding.

Motion was made by Carl Koenig and seconded by Ron Charles to adopt the 2020 Retention and Disposition Schedule for New York Local Government Records (LGS-1) and seconded by Ron Charles.

The motion carried by roll call vote as follows:

	Aye	Nay
Ron Charles	X	
Alan Davis	X	
John Hofmann	X	
Carl Koenig	X	
Lawrence Wilcox	X	

HIGHWAY SUPERINTENDENT’S REPORT:

The highway crew is finishing up road repairs and getting ready for the Winter season.

BILLS & CLAIMS: October 2020

Claims #169 thru #186 General Fund: Total: \$ 6,089.78
Claims #147 thru #165 Highway Fund: Total: \$85,338.09

Motion was made by Alan Davis and seconded by Ron Charles to pay the bills and claims. Motion carried with 5 Ayes.

The next monthly meeting of the Town Board will be held on November 4, 2020 at 7:30 pm in the Village Hall. The meeting night was changed to abide by the law that the Public Hearing on the budget must be held by the first Thursday after election.

Meeting was adjourned by Supervisor Wilcox at 8:50 pm.

James W. Hemstrought Jr.
Town Clerk