

December 9, 2024

The regular monthly meeting of the Town Board was held December 9, 2024, at 6:00 pm at the Town Hall and via Zoom. Present were: Supervisor Allen Hinkley, Councilmen Kenneth Davie, Michael Hynes, Deanna Osborn and Lisa Ciaravino, Highway Supt. William Sprague, Assessor Clerk Stephanie Seminara and 8 people in the audience. Available on Zoom: Attorney Kristin Pratt, Parks Director Denise Johnston, and two others.

The regular meeting was called to order with the Pledge of Allegiance.

On motion of Michael Hynes second by Kenneth Davie the Town Board approved the Minutes of the November 7, 2024, regular meeting and the Public Hearing.

AYES-4 Ciaravino, Hynes, Davie, Hinkley,

NAYS-0

A written report received by Mike Harrington regarding the status of the Water and Sewer projects was distributed to the Town Board.

Water Operator Christopher Mattice submitted the monthly water reports to the Town Board.

Denver Sewer Operator Eli Martin submitted the monthly sewer report to the Town Board.

Highway Supt. William Sprague was present to report that things are moving along with FEMA. He, Bill Schryver and Stefani Albano have attended three meetings so far, twenty-four roads have been completed and submitted to FEMA for review. Sprague also reported that the sand and salt shed has recently been replenished for the upcoming winter. He requested approval to hire Chris Shultis Jr. as a back-up, part-time laborer, to assist with plowing as needed this winter.

On motion of Deanna Osborn second by Lisa Ciaravino the Town Board authorizes the hiring of Chris Shultis Jr. part-time as Highway Dept. laborer for winter plowing as needed with said date of hire to be determined by the Highway Supt. and rate of pay and benefits to be as eligible in the Roxbury Highway Workers Association Contract and Town Employee Handbook.

AYES-5 Hynes, Ciaravino, Osborn, Hinkley, Davie

NAYS-0

Parks Director Denise Johnston submitted a report to the Town Board and was present on Zoom to report that she plans to meet with Michael and Deanna to come up with new rental rates for 2025. Denise stated that our rates need to cover our costs.

Building and Grounds – Supervisor Hinkley reported that the PaintCare shed will be delivered to the Transfer Station within the next week.

Michael Martin submitted a schedule of events held at the Civic Center in November. An email regarding a leak was also received from Mike; Supervisor Hinkley stated that he and Mike believe that it may have been caused by ice buildup. They will continue to monitor the roof to see if that was the cause.

Further discussion to be had regarding rental fees for the Civic Center. The Board will create a Civic Center Committee at the organizational meeting in January.

Assessor Clerk Stephanie Seminara sent a written report to the Town Board and was present and reported on the status of the senior renewals already coming in and agricultural exemptions to drop soon, followed in January by the not-for-profit parcels in January. She also reported that she successfully completed her first course toward her assessor certification. Stephanie also spoke on the topic of the equalization rate, its uses and importance for calculations of apportionment of taxes among municipal segments of school districts, the distribution of state aid for education as well as determination of special franchise assessments and STAR exemptions. The equalization rate is also used as evidence in court proceedings on the issue of assessment inequity and in small claims assessment review hearings.

Stephanie also printed out the town's equalization rate history and gave special prominence to the fact that the town had to trend (at very small percentages) in the years following the 2015 revaluation in order to remain at 100% of value. The

chart also demonstrated that our equalization rate continued to drop from 2021 through 2023 and that the last drop in 2023 to 68% was similar to the “cliff” experienced during the 2015 revaluation and that trending to remain at 100% helps to avoid such major shifts.

While at this time it isn’t known whether a minor trending of values for the 2025 assessment roll will be necessary, she stressed the importance of doing so should that become necessary to remain at 100% of value.

Given the importance of the role the equalization rate plays in these and other valuations, she made clear the need to remain at 100% of value in 2025 through the next town-wide update in 2028 and will provide the board with additional information when received by ORPTS.

Supervisor Hinkley reported that the final DRI meeting will be held on December 11, 2024, here at the Town Hall, this will be the last public information event before applications are submitted to the State.

On motion of Lisa Ciaravino second by Kenneth Davie the Town Board accepted the resignation of Diane Munro from the Planning Board effective 03/20/25.

AYES-5 Ciaravino, Davie, Hynes, Hinkley, Osborn

NAYS-0

Judith Maguire thanked the Town and the Roxbury Fire Department for the holiday lights. She expressed how nice they look.

Kenneth Davie thanked the Highway Department for storing the fire trucks during the Santa event put on by the RFD.

RESOLUTION #71-ENTER INTO EXECUTIVE SESSION

On motion of Michael Hynes second by Lisa Ciaravino the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board to enter into Executive Session at 6:30pm”

AYES-5 Hynes, Davie, Ciaravino, Hinkley, Osborn

NAYS-0

RESOLUTION #72- RESOLUTION TO EXIT EXECUTIVE SESSION

On motion of Lisa Ciaravino second by Michael Hynes the following resolution was offered and adopted:

“RESOLVED, motion made and seconded for the Town Board to exit Executive Session and return to the regular meeting at 7:07 pm.”

AYES-5 Davie, Hynes, Ciaravino, Hinkley, Osborn

NAYS-0

It was stated there were no decisions from Executive Session.

On motion of Deanna Osborn and seconded by Michael Hynes the Town Board approved the following department reports:

- *Town Clerk monthly report for November 2024 in the amount of \$2,186.25 (Town Clerk \$516.25 and Building Permits \$1,670.00)

- *Supervisor’s monthly report for October 2024

- *Assessor’s monthly report for November 2024

- *Water Clerk’s monthly report for November 2024 reflecting the following receipts: Denver \$457.36; Grand Gorge \$785.68 and Roxbury \$923.01

- *Parks Dept. report for November 2024

- *Civic Center rental report for November 2024

- *Code Enforcement Officer monthly report for November 2024

- *Justice Court monthly report for October 2024

- *Water and Sewer District’s report November 2024

AYES-5 Hynes, Davie, Ciaravino, Hinkley, Osborn

NAYS-0

There was no report from the Dog Control Officer.

Further discussion to be had regarding the increase in transfer station permit fees, building permit fees, park rental fees, and water district fees.

On motion of Michael Hynes second by Deanna Osborn the Town Board approved the temporary transfer of money from Good Neighbor to General Checking and T&A.

AYES – 5 Hynes, Ciaravino, Davie, Osborn, Hinkley
 NAYS – 0

On motion of Kenneth Davie second by Deanna Osborn the Town Board approved the temporary transfer of money from Hwy Stormwater O&M to HWY Checking.

AYES – 5 Hynes, Ciaravino, Davie, Osborn, Hinkley
 NAYS – 0

On motion of Lisa Ciaravino second by Kenneth Davie the Town Board re-appointed Doug McLaurine as RHPC Board Member with a three-year term 1/1/25-12/31/27.

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

On motion of Kenneth Davie second by Lisa Ciaravino the Town Board appointed Margaret Ellsworth to the Planning Board to finish out Phil Zorda’s term of 12/9/24-12/31/26.

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

On motion of Kenneth Davie second by Lisa Ciaravino the Town Board appointed Laurie Owen to the Planning Board to finish out Diane Munro’s term of 03/20/25-12/31/28.

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

On motion of Michael Hynes second by Lisa Ciaravino the Town Board appointed Stefani Albano as FEMA Clerk at the fringe rate.

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

RESOLUTION #73-FINAL BUDGET TRANSFERS 2024

On motion of Michael Hynes second by Kenneth Davie the following resolution was offered and adopted:
 “RESOLVED, the Town Board approves the following Budget Transfers for the year 2024:

<u>GENERAL FUND</u>				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
1990.4	CONTINGENCY	1220.4	SUPERVISOR CE	\$ 1,500.00
1990.4	CONTINGENCY	1330.4	TAX COLLECTOR, CE	\$ 1,300.00
1990.4	CONTINGENCY	1410.1	TOWN CLERK PS	\$ 5,000.00
1990.4	CONTINGENCY	1410.4	TOWN CLERK, CE	\$ 2,000.00
9010.8	RETIREMENT	1420.4	ATTORNEY CE	\$ 18,000.00
9010.8	RETIREMENT	1450.4	ELECTION CE	\$ 3,359.00
9010.8	RETIREMENT	1620.4	BUILDING CE	\$ 7,000.00
9010.8	RETIREMENT	1910.4	INSURANCE	\$ 625.00
9010.8	RETIREMENT	1989.4	GRAVEL BANK LEASE	\$ 240.00
9010.8	RETIREMENT	3120.4	POLICE CE	\$ 8,000.00
3120.2	POLICE, EQ	3120.4	POLICE CE	\$ 3,000.00
9010.8	RETIREMENT	3620.1	SAFETY INSP PS	\$ 2,000.00
1990.4	CONTINGENCY	3620.4	SAFETY INSP CE	\$ 1,200.00

9010.8 RETIREMENT	5132.4 GARAGE, CE	\$ 3,000.00
9010.8 RETIREMENT	7510.4 HISTORIAN CE	\$ 340.00
1355.4 ASSESSOR CE	8160.4 REFUSE & GARBAGE CE	\$ 10,000.00
9010.8 RETIREMENT	8810.4 CEMETERY CE	\$ 250.00
909 FUND BALANCE	9060.8 MEDICAL INSURANCE	<u>\$ 12,000.00</u>

\$ 78,814.00

HIGHWAY FUND				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
909 FUND BALANCE		5112.4	CHIPS, CE	\$ 150,000.00
5130.4	MACHINERY CE	9060.8	MEDICAL INSURANCE	<u>\$ 17,000.00</u>

\$ 167,000.00

DENVER WATER				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
8340.4	TRANS/DIST CE	8320.4	SOURCE SUPPLY CE	\$ 800.00
8340.4	TRANS/DIST CE	8330.4	PURIFICATION, CE	<u>\$ 2,500.00</u>

\$3,300.00

GRAND GORGE WATER				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
909 FUND BALANCE		8310.4	ADMINISTRATION CE	\$ 200.00
909 FUND BALANCE		8320.4	SOURCE SUPPLY CE	\$ 8,000.00
909 FUND BALANCE		8330.4	PURIFICATION, CE	\$ 15,000.00
909 FUND BALANCE		8389.4	MISC CE	<u>\$ 6,800.00</u>

\$ 30,000.00

ROXURY WATER				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
909 FUND BALANCE		8310.4	ADMINISTRATION CE	\$ 6,000.00
8340.4	TRANS/DIST CE	8320.4	SOURCE SUPPLY CE	\$ 8,000.00
909 FUND BALANCE		8330.4	PURIFICATION, CE	\$ 20,000.00
8340.2	TRANS/DIST EQ	8389.4	MISC CE	<u>\$ 2,000.00</u>

\$36,000.00

STREET LIGHTS				
FROM	ACCOUNT	TO	ACCOUNT	AMOUNT
Roxbury Lights				
909 FUND BALANCE		5182.4	STREET LIGHTS, CE	\$ 1,700.00
Grand Gorge Lights				
909 FUND BALANCE		5182.4	STREET LIGHTS, CE	\$ 2,000.00
Roxbury Run Lights				
909 FUND BALANCE		5182.4	STREET LIGHTS, CE	\$ 500.00

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

On motion of Deanna Osborn second by Kenneth Davie the Town Board Obligates ARPA FUNDS to Building Inspector and Town Clerk for software, to the Town Hall for an audio and video system and for parking lot and other improvements
 AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino
 NAYS-0

LOCAL LAW AMENDING INCOME LIMITS FOR PARTIAL TAX EXEMPTION FOR PERSONS 65 YEARS OF AGE OR OLDER

WHEREAS, the authority granted by Section 467 of the Real Property Tax Law of the State of New York allows municipalities to adopt a Local Law that sets income limits for partial tax exemptions for persons 65 years of age or older; and

WHEREAS, the Town’s Attorney has prepared a proposed Local Law to Amend Income Limits for Partial Tax Exemptions for Persons 65 Years of Age or Older to increase such income limits in order to protect the most vulnerable of the Town’s low-income senior citizens; and

WHEREAS, the Town Board has reviewed the proposed Local Law to Amend Income Limits for Partial Tax Exemption for Persons 65 Years of Age or Older; and

NOW, THEREFORE, BE IT RESOLVED that the proposed law and schedule is ready for consideration by the Town Board; and

BE IT FURTHER RESOLVED, that the Town Board will hold a public hearing for consideration of the Local Law to Amend Income Limits for Partial Tax Exemption for Persons 65 Years of Age or Older on January 6, 2025 at 6:00 pm at the Town Hall; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to publish notice of said hearing in the Mountain Eagle, and to post copies of such notice in the manner provided by law.

WHEREUPON, the Resolution was put to a vote and recorded as follows:

AYES – 5 Osborn, Hynes, Hinkley, Davie, Ciaravino

NAYS-0

The Town Board was given a list of employees who have not yet taken the annual mandatory trainings for Sexual Harassment and Discrimination and Violence Prevention.

On motion of Michael Hynes, second by Kenneth Davie the bills were audited and ordered paid in the following amounts:

General Fund #453-501	\$44,222.66	Denver Sewer #104-111	\$21,045.54
Highway Fund #261-282	\$99,860.34	Special Lights #13	\$1,791.06
Roxbury Water #96-102	\$8,223.96	Capital Projects:	
Grand Gorge Water #96-103	\$4,780.96	CDBG Program	
Denver Water #58-61	\$3,117.83	Grand Gorge Water Proj.	
Roxbury Sewer #76-79	\$9,542.69	Roxbury Water Proj.	

AYES-5 Hynes, Osborn, Davie, Ciaravino, Hinkley

NAYS-0

Reminders:

Highway contract expires 12/31/24

ARPA Funds: Total Received \$236,306.98 Current Balance: \$48,639.38

On motion of Lisa Ciaravino second by Kenneth Davie the meeting adjourned at 7:46 pm.