

**DRAFT FOR WEBSITE – To be approved at the next Town Board Meeting**  
**OXFORD TOWN BOARD MEETING**  
**Wednesday, January 9, 2019**

The Re-Organizational 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. Due and timely notice, concerning this meeting, was published in the Norwich Sun and placed on the Town website.

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: Richard Rice, Canice Paliotta

**Minutes Previous Monthly Meeting:**

Ron Charles made a motion to approve the minutes of December 19, 2018. Motion was seconded by Alan Davis 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 December 31, 2018. He also gave the following Revenues, Appropriations and Checkbook Balances:

**December 2018**

Revenues	\$155,922.91
Appropriation	49,465.85

Check Book Balances:

General	\$ 240.63
Highway	55,624.18
T&A	545.71
Water District #1	1,065.79

**PUBLIC COMMENTS:**

**COMMUNICATIONS:**

**Town Supervisor Annual Reports:**

Supervisor Wilcox presented his annual reports for the year 2018 including after year-end budget changes and 2019 starting balances. Motion was made by Ron Charles and seconded by Alan Davis to approve and adopt the Supervisor's annual report. Motion carried with 5 Ayes. These reports will be on file in the Town Clerk's Office during regular office hours.

**Town Clerk / Tax Collector Annual Reports:**

Town Clerk James W. Hemstrought Jr. presented the Town Clerk's and Tax Collector's reports for the year 2018. Motion was made by Carl Koenig and seconded by Ron Charles to approve the Town Clerk and Tax Collector reports for the year 2018. Motion carried with 5 Ayes. These reports will be on file in the Town Clerk's Office during regular office hours.

**Town Supervisor 2018 Appointments:**

Supervisor Wilcox went over the list of 2019 appointments for approval by the Board. Motion was made by Alan Davis and seconded by Carl Koenig to approve the Supervisor's appointments for 2019. Motion carried with 5 Ayes. The other re-organizational items concerning depository, newspaper, time and place, bills and claims, etc. were presented for approval. Motion was made by Ron Charles and seconded by John Hofmann to approve the other re-organizational items as presented. The motion carried with 5 Ayes. These reports will be on file in the Town Clerk's Office during regular office hours.

**Town Justice Annual Report:**

Town Justice Susan F. Frye presented her annual Town Justice report dated 12/24/2108. The report contained (VTL) Vehicle Traffic Law charges issued: 403 and (PL) Penal Law charges issued: 90, along with additional information such as DWIs, AUOs, speeding, small claims. Motion was made by John Hofmann and seconded by Carl Koenig to approve the Town Justice annual report 2018. This report will be on file in the Town Clerk's Office during regular office hours.

**Sexual Harassment Policy - 2018**

The new 2018 Sexual Harassment Policy was presented to the Town Board to replace the Sexual Harassment Policy adopted on 06-11-2014. The new policy was distributed to the Town Board for their approval and adoption.

Motion was made by Carl Koenig and seconded by Ron Charles to adopt the new Sexual Harassment Policy, dated 12-19-2018 and have the same placed on file in the Town Clerk's office for use as needed. The motion was carried with a roll call vote as follows:

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

**HIGHWAY SUPERINTENDENT'S REPORT:**

Superintendent of Highway, William Pinney, stated the repair on the 2014 Terrastar truck is still not finished. There is a need for a small truck. The installation of the new truck washing system is almost completed and should be in operation very soon. All other highway projects are on track.

**BILLS & CLAIMS: January 2019**

Claims #1 thru #18 General Fund: Total: \$ 4,063.24  
Claims #1 thru #12 Highway Fund: Total: \$12,791.44

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

The next monthly meeting of the Town Board will be held on February 13, 2019 at 7:30 pm in the Village Hall.

Meeting was adjourned by Supervisor at 8:35 pm.

James W. Hemstrought Jr.  
Town Clerk