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A Special Meeting of the Board of Trustees of the Village of Oxford was held on March 10, 2026, at the Village Hall - 20 LaFayette Park, Oxford, NY

Present were Mayor Terry Stark, Trustee Dale Leach, Trustee Richard Marks, Trustee Dustin Hendricks, Trustee Mary Branham.

Mayor Stark called the special meeting to order at 4:00 P.M.  
Pledge of Allegiance to the Flag was given.

**PUBLIC CONCERNS:** No public comment

**DPW – PURCHASE:**

UTILITY VEHICLE RESOLUTIONS

Mayor updated the Board with additional information regarding the recommendation from DPW Superintendent Bill Kelsey in two prior Board meetings for the need to purchase a new DPW Utility vehicle. At the end of the discussion, Mayor also indicated that to ensure compliance with State Environmental Quality Review Act (SEQRA) requirements, the Board needed to determine the State Environmental Impact of the purchase. At the end of the discussion the following resolution was offered by Trustee Branham and seconded by Trustee Leach:

VILLAGE OF OXFORD  
BOARD RESOLUTION 2026-3-10 #1  
SEQRA DETERMINATION  
NEW DPW UTILITY TRUCK

**WHEREAS**, the Village of Oxford, NY (the "Village") is considering the purchase of a Ford F350 Utility Service Vehicle to be used for Water System and Street Maintenance; and

**WHEREAS**, the Village Board has reviewed the Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c) of the State Environmental Quality Review Act ("SEQRA"); and

**WHEREAS**, pursuant to 6 NYCRR § 617.5(c)(25), "purchase or sale of furnishings, equipment or supplies, including vehicles" are generally classified as Type II actions; and

**WHEREAS**, the Village Board, having considered the nature of the Action, finds that it involves routine, administrative, or maintenance-related activities, which will not result in significant adverse environmental impact.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board hereby determines that the purchase of a Ford F350 Utility Service Vehicle is a Type II action, which is not subject to further review under SEQRA, 6 NYCRR Part 617.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

VOTE : Terry M. Stark Aye  
Dale Leach Aye  
Richard Marks Aye  
Dustin Hendricks Aye  
Mary Branham Aye

PASSED AND ADOPTED on this 10<sup>th</sup> Day of March 2026 by five Aye votes.

Upon passage of the SEQRA resolution, the following resolution was offered by Trustee Hendricks and seconded by Trustee Marks.

**VILLAGE OF OXFORD  
BOARD RESOLUTION 2026-3-10 #2  
AUTHORIZATION TO PURCHASE NEW DPW UTILITY TRUCK**

**WHEREAS** significant amount of Water System and Street Maintenance operations are completed utilizing the 2001 Ford F350 Utility Service Vehicle (VIN 1FDWF37541ED79215); and

**WHEREAS** the 25-year-old vehicle is experiencing mechanical body integrity problems requiring extensive repairs and increased maintenance; and

**WHEREAS** the difficulty in obtaining parts for the truck increases downtime, delays snow removal operations and results in very high maintenance costs; and

**WHEREAS** the cost to benefit ratio for this old vehicle far exceeds that of a newer vehicle; and

**WHEREAS** the warranties on a new Ford F350 Utility Service Vehicle are expected to result in less out of pocket maintenance costs than could be achieved with purchasing a new vehicle; and

**WHEREAS** the New York State Office of General Services has a current state contract for a 2026 Ford F-350 Reg XL Cab 4x4 7.3LV8 Gas engine comparable replacement vehicle; and

**WHEREAS** the truck to meet its intended public service purpose must be equipped with compatible service body and accessory equipment such as System One Ladder Rack, receiver Hitch and spacemaker Top Opening Compartments (see attached specs) at a cost that will not exceed \$88,000 for the fully equipped vehicle; and

**WHEREAS** truck delivery lead time is 16-20 weeks from purchase contract date; and

**WHEREAS** NY Local Finance Law § 11.00 (28) indicates probable useful life of the new vehicle and attached equipment is 15 years; and

**WHEREAS** the purchase is not subject to permissive referendum as the village desires to borrow for a term of five (5) years or less; and

**WHEREAS** the Village Board has previously determined that the purchase of the Ford F350 Utility Service Vehicle is a Type II action, which is not subject to further review under SEQRA, 6 NYCRR Part 617.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Village of Oxford Board of Trustees:

- 1.) Authorizes the purchase via a NY State Government Contract of a 2026 Ford F-350 from Van Bortles Ford of Rochester, NY a Model XL Reg Cab 4x4 and compatible service body with accessory equipment such as System One Ladder Rack, receiver Hitch and spacemaker Top Opening Compartments at a total cost that will not exceed \$88,000.
- 2.) Authorizes the Village Mayor to enter into an agreement to purchase said truck (see attached specs) at a cost that will not exceed \$88,000.
- 3.) Declares the 2014 Ford F550 Bucket Truck (VIN 1FM5K8AWOLGD00128) to be surplus property and to be sold at a minimum bid offer of \$25,000 or if not sold by July 1, 2026, to be traded in at Van Bortles quoted price of \$16,000.
- 4.) Authorizes truck purchase and accessory equipment to be funded by the proceeds from the sale of the 2014 Bucket Truck and a Bond in an amount not to exceed \$88,000 for a period not to exceed 5 years.
- 5.) Directs Village Clerk/Treasurer to contact NBT to determine loan terms.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

VOTE:	Terry M. Stark	Aye	Dale Leach	Aye
	Richard Marks	Aye	Dustin Hendricks	Aye
	Mary Branham	Aye		

PASSED AND ADOPTED on this 10th Day of March 2026 by five Aye votes.

### **FY 2027 GENERAL, WATER AND SEWER FUND TENTATIVE BUDGET REVIEW**

Mayor, as Budget Officer, discussed the General, Water & Sewer fund budgets previously sent to Board members during February for review. The critical issues addressed are as follows:

#### **GENERAL FUND**

#### ***GENERAL FUND DISCUSSION***

**Salary** Budget of \$432,783 is an increase of \$17,472 (+4.2%) from current budget year. This is primarily due to the general salary adjustments across all departments. There is also an additional \$7,000 increase due to the combined transition costs of a new full-time Clerk/Treasurer Deputy Clerk Treasurer part time for a full year and a third Clerk Treasurer for ½ year. The budget did not change the hourly rates for FY 2027 for these positions (\$26.00 Clerk/Treasurer & \$25.00 Deputy) as they were all adjusted in December 2025 to current market rates projected for 2026-2027.

**BENEFITS:** The benefits budget of \$177,000 is an increase of \$20,276 (+12.9%) primarily due to pension contribution base amounts & increased pension contribution rates. The decrease in health insurance is due to two employees opting out of the Village individual health insurance that reduces costs by about \$12,000 each per year with the remaining balance of \$17,000 in health care savings due to the transition of two retirees from Village paid health care to Medicare plans commencing in September 2025. The health cost savings could be offset if the employees currently opting out later become eligible to participate in the Village health care program or opt to enroll in the Village Cash in lieu of health insurance program. The cash in lieu of insurance program pays the employee \$1,600 per year. This is not in the budget and is a cost exposure the Board should discuss whether to set up an insurance reserve fund to avoid the potential for an unfavorable budget impact.

**Utilities – Electric -** General Fund Budget is \$55,900 and reflects an increase of \$12,272 (+ 28.1%). The following table reflects the total electric cost to Village including Water & Sewer Accounts

	FY 2024 Actual	FY 2025 Actual	FY 2026 Budget	FY 2026 Est/Actual	FY 2027 Budget
General	40,343	46,842	43,628	54,987	55,900
Sewer	32,002	39,608	34,000	43,759	47,000
Water	18,087	23,189	20,800	27,205	28,100
Total	90,432	109,639	98,428	125,951	131,000

The total Village increase is \$32,572 (+33%) versus previous year budget. The FY 2027 electric budget now reflects the impact of the NYEG increases approved by the Public Service Commission in May of 2025 but after FY 2026 budgets were already adopted. The new budget increase also includes an estimated 5% increase in rates expected in May of 2026 by the Public Service Commission. However, as in similar years, the rate increases expected to be approved in May 2026 may well exceed the estimated 5%.

The Board was in agreement with the proposed Budgets as discussed and authorized Mayor to review all the budgets with Village Clerk/Treasurer to ensure the Village format for budgets is aligned with the Tentative Budget proposed.

At the end of the discussion, the following resolution was offered by Trustee Leach and seconded by Trustee Hendricks to direct the Village Clerk/Treasurer to publish the following Notice of Budget public Hearing no later than March 25<sup>th</sup>.

## NOTICE OF BUDGET PUBLIC HEARING

The Board of Trustees of the Village of Oxford will hold a Public Hearing on March 31, 2026, at 7:30 PM at the Oxford Village Hall, 20 LaFayette Park, Oxford, NY. The public hearing is to hear comments and concerns on the proposed General, Water and Sewer budgets for the 2026-2027 fiscal year.

### Proposed budgets are as follows:

GENERAL FUND is \$1,419,000, an increase of \$69,000. Total non-tax levy revenue is \$623,000 and tax levy revenue is \$796,000. The proposed tax rate is \$28.475 an increase of 2.4% or +\$0.66 from last year. Total appropriations are \$1,419,000. The annual salary for the Mayor is \$7,400 and the annual salary of each of the 4 Trustees is \$3,700.

WATER FUND is \$305,000, an increase of \$14,000 (+4.8%). Effective April 1, 2026, water rates will change as follows:

### Inside the Village

Minimum usage of 4,000 gallons - Rate will increase to \$75.00

Each Additional Unit - Minimum usage of 2,000 gallons water - Rate will increase to \$37.50 Excess usage rate will increase to \$7.25 per 1,000 gallons

### Outside the Village

Minimum usage of 4,000 gallons - Rate will increase to \$77.00

Each Additional Unit - Minimum usage of 4,000 gallons water - Rate will increase to \$38.50 Excess usage rate will increase to \$7.45 per 1,000 gallons

### Oxford Town Water District

Minimum usage of 4,000 gallons - Rate will increase to \$77.00 Excess usage rate will increase to \$7.45 per 1,000 gallons

SEWER FUND is \$342,000, an increase of \$10,000.00. Effective April 1, 2026, sewer rates will change as follows:

Minimum usage of 4,000 gallons - Rate will increase to \$69.00 Excess usage rate will be \$11.75 per 1,000 gallons

NYS Vets Home rate per 1,000 gallons will be \$11.75 NYS Vets Home 15% surcharge per BOD level

### OTHER RATES

TURN ON FEE	\$100.00
METER HORN SET	\$168.00
METER	\$170.00
FROZEN METER REPAIR FEE	\$50.00
METER ACCURACY TESTING FEE AT PROPERTY OWNER REQUEST	\$100.00

Copies of the budgets are available at the Village office during regular business hours. Shelly W. Marks, Village Clerk-Treasurer.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

VOTE: Terry M. Stark	Aye
Dale Leach	Aye
Richard Marks	Aye
Dustin Hendricks	Aye
Mary Branham	Aye

**EMPIRE NATURAL GAS – CONTRACT**

Mayor discussed the contract provided by Empire Natural Gas indicating that he had not responded to Empire by the due date of February 28<sup>th</sup>. Empire recommended we sign a variable rate contract. They also indicated that if we did not notify them by the end of February, they would have to send our supply service back to NYSEG. Empire is currently using the variable rate as of March 1<sup>st</sup>, pending receipt of a signed variable rate contract.

**TAX SALE PROPERTIES 2026**

Mayor provided a list of 12 properties from Chenango County Delinquent Tax Services that are at risk for tax foreclosure if unpaid taxes are not paid by May 31, 2026. Several of the properties border Village property. Following the review, the Board took no further action, and Mayor will update status following the May 31, 2026, deadline for owner to pay the taxes.

**Due to time constraints the following items on the agenda were tabled and will move to a future meeting.**

TIMBER MANAGEMENT

- GRANTS UPDATE
- HARVEST TIME-LINE 2026
- PURCHASE OPTIONS

- JOINT MEETING SOIL/WATER – VILLAGE BOARD
- OFD FIRE CHIEF TRANSITION

TRUSTEE COMMENTS

NONE

**NEXT BOARD MEETINGS      MARCH 31<sup>ST</sup>      7:00      AUDIT COMMITTEE**  
**7:30      REGULAR BOARD MEETING**

**ADJOURNMENT:**

Mayor Stark made a motion to adjourn the meeting at 5:50 p.m.

Respectfully Submitted,

Terry M. Stark  
Recorder of Record