

OXFORD TOWN BOARD MEETING

Oxford Village Hall

Wednesday, December 10, 2025

The Regular Meeting of the Oxford Town Board was called to order by Supervisor Alan Davis at 7:00 pm in the Village Hall for the transaction of such business that may lawfully come before the Board. The meeting opened with a salute to the United States of America flag. Due and timely notice concerning the meeting was published in the Norwich Evening Sun and placed on the Town website (<https://www.townofoxfordny.com/>).

The meeting was brought to order at 7:03 pm.

Present were:

Town Supervisor: Alan Davis

Council: John Weidman
Ron Charles
John Hofmann
Carl Koenig

Town Highway Superintendent:

Town Clerk: Mary Olmsted

Other present: Matt Gieger

Approval of Minutes - Town Board Meeting November 5, 2025

Minutes from the previous monthly meeting

A motion to approve the November 5, 2025, minutes as written. Motion to accept the minutes moved by Ron Charles, seconded by John Weidman; all approved.

Communications:

Excess Collateralization was given to the Town Clerk for filing.

Supervisor Davis received the NYS Ag & Markets Inspection report for equipment used by TJ Smith, Dog Control Officer. The report stated that his equipment was satisfactory.

Supervisor's Monthly Report:

Revenue: \$22,393.24

Appropriations: \$209,439.77

Bank Balances:

General Fund Checking: \$7,752.11
Highway Fund Checking: \$1,900.36
Trust & Agency Checking: \$11,929.34
Water District Checking: \$2,029.33

General Savings: \$51,432.87
DA Savings: \$95,540.00
DB Savings: \$288,607.18

Public Comment: N/A

Old Business:

New Business:

Carl Koenig addressed the Board with a thank you to Ron Charles for 12 years of service as a Town Councilman. Matt Gieger will be filling that seat.

Supervisor Davis gave the Board sample literature from West Seneca Bank pertaining to a Fund Balance Policy that the State Audit would like the Town to implement.

Davis informed the Board that the SPCA mailed the Town Clerk the new contract for 2026. Davis entertained a motion to approve the new 2026 contract from the SPCA. Motion to approve the 2026 SPCA contract moved by John Weidman, seconded by John Hofmann; all approved.

Davis received and read to the Board the Dog Control Officer report.

Davis inquired if the Board would like him to finish out the year-end report. The Board agreed to let him complete the report and share his information with the Board. Carl Koenig offered to come in and assist Davis with the year-end report. The Board agreed to designate Carl Koenig as the person to meet with Davis to complete the report.

Highway Town Superintendent Monthly Report:

Superintendent William Pinney was not available for the meeting. Pinney submitted a report to Supervisor Davis to distribute to the Board. General overview of the report: routine maintenance, road repair, and seasonal preparation were conducted throughout the month; the crew continued to focus on fall cleanup, snow readiness, culvert work, and equipment was serviced and prepared for the upcoming month of December.

Pinney submitted to Davis the Town Highway Department 284 forms for the Expenditure Report. Davis entertained a motion to approve the Expenditure Report. Motion to approve the Expenditure Report moved by Ron Charles, seconded by Carl Koenig; all approved.

Supervisor Davis informed the Board that the Highway Department will need to purchase a new plow truck in the future. Pinney and Davis will research the availability of a new truck.

General Fund vouchers: #210 through #228 for a total of \$12,031.24

Highway Fund vouchers: #172 through #184 for a total of \$37,345.01

Review and Approval of Bills and Claims

The Board reviewed the Bills and Claims. Motion to approve the Bills and Claims moved by John Hofmann, seconded by Ron Charles; all approved.

Supervisor Davis entertained a motion to go into an Executive Session. Motion to approve an Executive Session moved by Ron Charles, seconded by John Weidman; all approved.

The Executive Session began at 7:50 pm.

Davis entertained a motion to go out of Executive Session. Motion to go out of Executive Session moved by Carl Koenig, seconded by John Weidman; all approved.

Executive Session adjourned at 8:10 pm.

Regular Meeting resumed at 8:10 pm.

Regular Meeting adjourned at 8:11 pm - Next meeting, January 14, 2026 - 7:00 pm - Village Hall