



TOWN OF OXFORD

**S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298**

Board of Selectmen Regular Meeting

**Wednesday, April 15, 2020
7:30 PM – Virtual Meeting/Hangout Meets**

The Town of Oxford Board of Selectmen Regular Meeting was called to order by First Selectman George Temple at 7:31 PM, and the Pledge of Allegiance was recited.

Present: First Selectman George Temple, Esq., Selectman Arnold Jensen, Selectman Heather Haney, Kristyn Rosa, Administrative Assistant to the First Selectman

Absent: None.

ACCEPTANCE OF MINUTES

1. 4/1/20 Regular Meeting

Selectman Arnold Jensen moved to approve the 4/1/20 Regular Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

AMENDMENT OF AGENDA

1. Assessor 2020 Revaluation Project Request

MOTION:

Selectman Arnold Jensen moved to amend the agenda to add Assessor 2020 Revaluation Project Request as Item #6 and move Report of First Selectman to Item #7. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

APPOINTMENTS

None.

NEW BUSINESS

1. Hot Diggity Dog Peddler's Permit – Approve

MOTION:

Selectman Arnold Jensen moved to approve Hot Diggity Dog's Peddler's Permit for Kirk's Pond parking area ONLY at this time and with the following conditions:

- No interfering with Town functions taking place at or near Kirk's Pond parking area
- Contingent upon the receipt of the fee (which is being mailed)
- All other Town areas indicated in the permit will come back in front of the Board of Selectmen for approval at a later date

This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Hot Diggity Dog would also be allowed to sell at Jackson Cove and at baseball games.

MOTION:

Selectman Arnold Jensen moved to amend the motion to add Jackson Cove and Jackson Cove concerts in the event that concerts are rescheduled. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: None.

2. School Security Grant Transfer for Two Servers – Approve Funding

MOTION:

Selectman Arnold Jensen moved to approve the funding, in the amount not to exceed \$9,580.00 to be taken from the School Security Competitive Grant Program, for the purchase of two (2) servers from Synacktek of Shelton and which will tie in with the security camera and work together in unison; as presented and recommended by the Facilities Manager in his email dated 4/13/20. This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: George Renzoni, Oxford Public Schools Facilities Manager, explained the use of the servers and how the capability of the system will be expanded, with alerts and notifications being obtained by all schools in the district. He also gave a school building update. Herman Schuler, member of the school building committee, brought up another matter of concern, unrelated to this motion, which will be addressed in a special meeting. The bid process was also explained.

3. East Commerce Drive – Approve as Town Road

MOTION:

Selectman Arnold Jensen moved to approve East Commerce Drive into the Town Road System as recommended by the Town Engineer in his letter dated 2/5/20 and the Planning & Zoning Commission at their meeting held on 4/7/20. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Bryan Nesteriak, Oxford Land Surveyor and Principal at B & B Engineering, LLC, shared background information on East Commerce Drive. He gave an assessment of items in the road construction that he deemed substandard which will be addressed. Atty. Kevin Condon, Town of Oxford Legal Counsel, agreed with Bryan Nesteriak's assessment and sent his recommendations to the Board.

4. Arcadis 2020 – 2021 Contract Proposal – Approve and Authorize First Selectman to Sign

MOTION:

Selectman Arnold Jensen moved to approve the Arcadis 2020- 2021 Contract Proposal as presented and to authorize the First Selectman to sign said contract. This was seconded Selectman Heather Haney. All 3 ayes. Motion carries.

Discussion: The contract has not yet been reviewed by the Atty. Kevin Condon, Town of Oxford Legal Counsel. This was tabled at the last meeting. Atty. Condon explained the monitoring and review process to correct the oil leak that occurred at Quaker Farms School. Bryan Nesteriak, Oxford Land Surveyor, also indicated that he is not familiar with the project, but that this company is very capable of fulfilling the service.

5. FY 2019 – 2020 Transfer Requests

MOTION:

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

MOTION:

Selectman Arnold Jensen moved to approve the FY 2019 – 2020 Transfer Requests (Attachment A) as presented by the Finance Director in his letter dated 4/15/20. This was seconded by Selectman Heather Haney. All 3 ayes. Motion carries.

Discussion: Daniel Kenny, Oxford Assessor, explained the requests. This does not affect the assessor's budget.

6. Assessor 2020 Revaluation Project Request

MOTION:

Selectman Arnold Jensen moved to approve the following for the Assessor 2020 Revaluation Project as requested by the Assessor in his emails of 4/14/20:

To “substitute the full property inspection process with a mass mailing of property data verification survey letter” and “in addition will continue to take photos of each primary building, and conduct final field reviews in every neighborhood as contracted with Vision Government Solutions Inc.”

This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Daniel Kenny, Oxford Assessor, explained the field data collection process going forward since the physical property inspection has been halted. The procedure is an alternative that has been suggested by the State of CT governor.

7. Report of First Selectman

1. Coronavirus update. There have been three (3) deaths in Oxford from the coronavirus to date. The First Selectman, Sgt. Boroski, Madalen Taggart (Executive Director of the Oxford Ambulance Association), Scott Pelletier (Oxford Fire Department Chief) and Kristyn Rosa (Administrative Assistant to the First Selectman) discuss the Town’s emergency response to the pandemic every day. There are six (6) new cases today. It is important to remember that a number of people have recovered from the illness. It is not possible to know the true number of cases in Oxford and in the State. First Selectman George Temple thanked everyone for their cooperation during this crisis.
2. Downed trees and wires. The Department of Public Works has been working to clear the roads of downed trees and wires as a result of the heavy winds experienced in Oxford.
3. Reopening of Town Hall. There will be a meeting tomorrow to discuss the plan to reopen the Oxford Town Hall.
4. Budget meeting. There will be a Board of Finance budget meeting tomorrow. The Board of Selectmen will have the final say on the budget. First Selectman George Temple indicated that this will be a lean year as a result of the tornadoes and coronavirus. Selectman Heather Haney thanked First Selectman George Temple for all his work for the Town during these trying times.

AUDIENCE OF CITIZENS

None.

ADJOURNMENT

MOTION:

Selectman Arnold Jensen moved to adjourn the meeting at 8:30 PM. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Mary LoPresti", with a long horizontal flourish extending to the right.

Mary LoPresti
Clerk, Board of Selectmen

To: Board of Finance

April 15, 2020

From: Finance Director

Re:2019-2020 Transfer requests

Item #	Department	Account Number	Account	Amount
1	TO: Assessor	5215-570-135	Printing	\$ 1,200.00
	FROM: Assessor	5215-570-113	Field Work	\$ 1,200.00
Motion Seconded Vote Comments Comments				
2	TO: Assessor	5215-690	Mileage	\$ 200.00
	FROM: Assessor	5215-525	Books and Publication	\$ 200.00
Motion Seconded Vote Comments				
3	TO: Assessor	5215-551	Computer Maintenance	\$ 425.00
	FROM: Assessor	5215-570-113	Field Work	\$ 425.00
Motion Seconded Vote Comments				
4	TO: Town Clerk	5530-689	Microfilm	\$ 13.30
	FROM: Finance Contingency	5530-660	Land Records	\$ 13.30
Motion Seconded Vote Comments				