



TOWN OF OXFORD

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

Board of Selectmen Regular Meeting

Wednesday, June 17, 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 7:32 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. 6/3/20 Regular Meeting

MOTION:

Selectman Arnold Jensen moved to approve the 6/3/20 Regular Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

AMENDMENT OF AGENDA

1. FY 2019 – 2020 Transfer Requests

Selectman Arnold Jensen moved to amend the agenda to add FY 2019 – 2020 Transfer Requests as Item #4. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

2. Potential Litigation Matter

MOTION:

Selectman Arnold Jensen moved to amend the agenda to hire Cummings & Lockwood LLC for a potential litigation matter as #5 and move Report of First Selectman to Item #6. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

MOTION:

First Selectman George Temple moved to amend Motion #2 Potential Litigation Matter to add “and allow the First Selectman to sign.” This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

APPOINTMENTS

None.

NEW BUSINESS

1. Hire Parks & Recreation Camp Counselors

MOTION:

Selectman Arnold Jensen moved to hire Abigail Derasmo, Lauren Tuttle and Alena Kika as Parks & Recreation Camp Counselors at pay rates of \$11.00 per hour. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Kyra Nesteriak, Parks & Recreation Director, explained that two (2) of the counselors are returning and one (1) is a new hire. One (1) counselor will be a floater in the event that someone calls in sick.

2. Tax Refunds

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$1,046.14 as presented and recommended by the Tax Collector in her letter dated 6/15/20 and to authorize two signatures. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: None.

3. Hire Accounting Clerk

MOTION:

Selectman Arnold Jensen moved to hire Paula Guillet, of 175 Good Hill Road, as the Accounting Clerk with a pay rate of \$24.50 per hour (Step 1) and a start date of Monday June 29, 2020. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Ann Marie Cummings will be retiring and has trained Paula Guillet as a replacement. Discussion ensued among the Selectmen. James Hliva, Finance Director, responded to a question.

4. FY 2019 – 2020 Transfer Requests

MOTION:

Selectman Arnold Jensen moved to approve the FY 2019 – 2020 Transfer Requests as presented by the Finance Director in his letter dated 6/15/20. This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: James Hliva, Finance Director, explained which items are year-end housekeeping and which are requests by Inland-Wetlands for trail maintenance. Discussion was held among the Selectmen.

5. Discussion with possible Executive Session for potential litigation

MOTION:

Selectman Arnold Jensen moved to hire Cummings & Lockwood LLC for a potential litigation matter and to allow the First Selectman to sign the retainer agreement. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Dan Kenny, Oxford Tax Assessor, discussed the depreciation rate, audit, and the company in question that may receive legal action from the Town. First Selectman George Temple shared information about the attorney who will be handling the litigation as well as his negotiated legal fee.

6. Report of First Selectman

1. Town Hall Opening. There was a meeting held today for the opening of the Oxford Town Hall. Kristyn Rosa, Administrative Assistant to the First Selectman, reviewed the opening procedure and hours of operation for residents:

Monday, Wednesday: 1:00 PM – 5:00 PM
Tuesday, Thursday: 9:00 AM – 1:00 PM
Friday: 8:00 AM – 12:00 PM

Visitors will park behind the building and enter the building through the rear entrance. A receptionist will monitor visitors entering the building: temperatures will be taken, hand sanitizer and a drop box for documents will be available. There will also be a limit on the number of people that will be allowed to visit the offices at one time.

2. Fireworks. The Town will try to have the fireworks display at the Oxford High School with appropriate Covid-19 measures in place.

3. **Retirement for Ann Cummings.** July 9, 2020 will be Ann Cummings' last day at the Town Hall. She has been the Town of Oxford Bookkeeper for 28 years. A retirement celebration is in the process of being planned.
4. **Hazardous Waste.** On Saturday, July 18, 2020, Crosby High School in Waterbury will host a Household Hazardous Waste drop-off event from 8:00 AM – 2:00 PM. Items that are acceptable can be found at <https://nvcogct.gov/what-we-do/municipal-shared-services/household-hazardous-waste/>.
5. **Brush Disposal.** The Town of Oxford will create a place off of North Larkey Road for brush and outdoor debris disposal. The area will be monitored by Oxford Public Works and will hopefully be in operation by the Fall.

AUDIENCE OF CITIZENS

None.

ADJOURNMENT

Selectman Arnold Jensen moved to adjourn the meeting at 8:08 PM. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Respectfully submitted,



Mary LoPresti
Clerk, Board of Selectmen