



## TOWN OF OXFORD

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

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### Board of Selectmen Special Meeting

**Thursday, July 23, 2020**

**1:00 PM – Virtual Town Hall Meeting/Hangout Meets**

The Town of Oxford Board of Selectmen Special Meeting was called to order by Selectman Arnold Jensen at 1:00 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. 6/17/20 Regular Meeting**

##### **MOTION:**

Selectman Heather Haney moved to approve the 6/17/20 Regular Meeting minutes as presented. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

### **APPOINTMENTS**

#### **1. Deputy Treasurer Appointment**

##### **MOTION:**

Selectman Heather Haney moved to table the Deputy Treasurer Appointment. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

#### **2. Parks & Recreation Commission Appointments**

##### **MOTION:**

Selectman Heather Haney moved to appoint Jason Opotzner, of 118 Shelton Road, to the Parks & Recreation Commission with a term to commence immediately and expire on 12/31/20. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

**MOTION:**

Selectman Heather Haney moved to appoint Erik Guerra, of 197 Moose Hill Road, to the Parks & Recreation Commission with a term to commence immediately and expire on 12/31/23. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

**NEW BUSINESS**

**1. STEAP Grant funds – Discuss with Possible Action**

Kathleen O’Neil, Grant Writer/Administrator, discussed the STEAP Grant, which can be used for capital projects. The amount of the grant is \$128,205.00. First Selectman George Temple will give approval to write the grant and then decide what the project for the grant will be. It will need to be used for one location and completed within two (2) years.

Kathleen proceeded to read the resolution for the grant.

**MOTION:**

Selectman Heather Haney moved to pass the STEAP Grant Resolution read by Kathleen O’Neil, Grant Writer/Administrator, in the amount of \$128,205.00 with a project description of Water Pump Station at Woodruff Hill, and that the First Selectman, George R. Temple, is authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2020 STEAP Grant with the State of Connecticut. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: No further discussion necessary.

**2. Great Oak Middle School Playscape Contract – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Heather Haney moved to award the Great Oak Middle School Playscape contract to Premier Park & Play, of Newton, MA, for the amount of \$74,862.00 to complete the purchase and installation of the playscape Jambette Playground structure M-20073-HA5B as described in their Quotation and contract which was approved by the Great Oak Middle School Evaluation and Improvement Committee, the Board of Education’s Facility Committee and the Board of Education. This was seconded by Selectman Arnold Jensen. This matter will be forwarded to the Board of Finance. All Ayes. Motion carries.

Discussion: Herman Schuler, School Building Committee, explained that the money is part of the loan application.

**3. Police Vehicle's Additional Equipment Lease – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Heather Haney moved to approve the Equipment Lease/Purchase Agreement, as presented, with Municipal Leasing Credit Corporation, in the amount of \$40,500.00, for additional equipment, including cameras, plate readers, computers and radios for the police vehicles and to authorize the First Selectman to sign said Equipment Lease/Purchase Agreement. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: Corporal Buinauskas, Oxford Police Department, explained that the money is for three (3) plate readers (two that are new and one refurbished for half-price). Questions from the Selectmen regarding the lease were answered. James Hliva, Finance Director, discussed the background of the purchase and lease equipment billing. This is to purchase equipment that did not come with the vehicles. The Lease Agreement will be lease with a buy option of \$1.00 at the end of four (4) years.

**4. Hire Tax Collector's Summer Intern**

**MOTION:**

Selectman Heather Haney moved to hire Thomas Mattutini, of 1 Svehlak Lane, as the Tax Collector Department's Summer Intern at a pay rate of \$12.00 per hour and a start date of 6/29/20. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: None.

**5. Tax Refunds**

**MOTION:**

Selectman Heather Haney moved to approve the tax refunds, totaling \$572,869.30, as presented by the Tax Collector in her letter dated 7/22/20 and to authorize two signatures. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: James Hliva, Finance Director, discussed that Eversource owns equipment inside the power plant. Money will be refunded to Eversource as per the advice of Town Counsel as a result of equipment overpayment. Discussion and questions among the Selectmen.

**MOTION:**

Selectman Arnold Jensen moved to table the approval of the tax refunds, totaling \$572,869.30, to allow the First Selectman to work on this further. This was seconded by Selectman Heather Haney. All Ayes. Motion carries.

**MOTION:**

Selectman Heather Haney moved to amend the motion to approve the tabling of the tax refunds to include all but the Connecticut Light & Power (Eversource) refund. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: None.

**6. BP Heating & Cooling, LLC 1 Year Commercial Maintenance Agreement – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Heather Haney moved to approve the BP Heating & Cooling, LLC 1 Year Commercial Maintenance Agreement, as presented, and to authorize the First Selectman to sign said contract. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: No complaints regarding this.

**7. Fire Department’s Engine 31 – Award Bid and Authorize First Selectman to Sign Contract**

**MOTION:**

Selectman Heather Haney moved to award the bid for Engine 31 Fire Truck to Firematic Supply Co., Inc. of East Yaphank, NY, which is in agreement with the approval of the Pierce bid in the amount of \$914,471.00; as presented and recommended by the Board of Chiefs in their letter dated 7/13/20. This was seconded by Selectman Arnold Jensen. This matter will be forwarded to the Board of Finance and to Town Meeting.

Discussion: First Selectman asked to table this motion to have a joint meeting with the Board of Finance and the Board of Selectmen so that all questions can be answered and then put to vote. Jim Hliva, Finance Director, will have all financial options available for discussion.

**MOTION:**

Selectman Arnold Jensen moved to table the motion to award the bid for Engine 31 Fire Truck. This was seconded by Selectman Heather Haney. All Ayes. Motion carries.

Discussion: None.

**8. FY 2019 – 2020 Transfer Requests**

**MOTION:**

Selectman Heather Haney moved to approve the FY 2019- 2020 Transfer Requests as presented by the Finance Director in his letter dated 7/10/20. This was seconded by

Selectman Arnold Jensen. This matter will be forwarded to the Board of Finance. All Ayes. Motion carries.

Discussion: None.

**9. FY 2020 – 2021 Transfer Requests**

**MOTION:**

Selectman Heather Haney moved to approve the FY 2020 – 2021 Transfer Requests as presented by the Finance Director in his letter dated 7/10/20. This was seconded by Selectman Arnold Jensen. This matter will be forwarded to the Board of Finance. All Ayes. Motion carries.

Discussion: None.

**10. UPSEU Tentative Agreement for One Year Contract Extension – Approve and Authorize First Selectman**

*Left on the table. No action at this time.*

**11. Hire Youth Conservation Corp Members**

**MOTION:**

Selectman Heather Haney moved to hire Ethan DeRosa, of 13 Whitegate Road, Noah Bourdoulous, of 5 Hart Court, Peter Lanier, of 257 Chestnut Tree Hill Road, and Kayan Volpe, of 19 Scott Road, all to the Youth Conservation Corp as presented and recommended by Joe Lanier in his letter dated 7/20/20. This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: First Selectman George Temple reviewed what the students do.

**12. Department of Homeland Security Resolution – Re-Approve and Re-Authorize First Selectman to Sign**

**MOTION:**

Selectman Heather Haney moved to re-approve the following Department of Homeland Security Resolution and to sign:

**RESOLVED**, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

**FURTHER RESOLVED**, that George R. Temple, as First Selectman of Oxford Board of Selectmen, is authorized and directed to execute and deliver any and all documents on

behalf of the Oxford Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

This was seconded by Selectman Arnold Jensen. All Ayes. Motion carries.

Discussion: Kathleen O'Neil, Grant Writer/Administrator, explained that this is a blanket resolution that needs to be resubmitted to cover all of the government security grants. This simplifies the process.

### **13. Report of First Selectman**

None. First Selectman George Temple took the opportunity to thank Selectmen Heather Haney and Arnold Jensen, Grant Writer/Administrator Kathleen O'Neil, and Finance Director James Hliva for their work.

## **ADJOURNMENT**

### **MOTION:**

Selectman Arnold Jensen moved to adjourn the meeting at 1:48 PM. This was seconded by Selectman Heather Haney. All Ayes. Motion carries.

Respectfully submitted,



Mary LoPresti  
Clerk, Board of Selectmen