



## TOWN OF OXFORD

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

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### Board of Selectmen Regular Meeting

**Wednesday, April 21, 2021**  
**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 7:30 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. 4/7/21 Regular Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 4/7/21 Regular Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

### **AMENDMENT OF AGENDA**

#### **1. Non-Union Raises**

##### **MOTION:**

Selectman Arnold Jensen moved to amend the agenda to under New Business Item #8 to include raises for senior center drivers at 2% effective on the same date as the other non-union raises. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

#### **2. Resignation of Grant Writer/Administrator**

##### **MOTION:**

First Selectman George Temple moved to accept the resignation of Kathleen O'Neil

effective May 5, 2021. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

### **3. Hire Helen Leung as Grant Coordinator**

#### **MOTION:**

First Selectman George Temple moved to hire Helen Leung as Grant Coordinator at a rate of \$30.00 per hour. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

## **APPOINTMENTS**

### **1. Hearing Officer Appointment**

#### **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 appoint Bill Miller as a Hearing Officer with a term to commence immediately and expire on 12/31/22. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Bill Miller is an excellent choice.

### **2. Deputy Treasurer Appointment**

#### **MOTION:**

Selectman Arnold Jensen moved to appoint Andrew Ferrillo as Deputy Treasurer with a term to commence immediately and expire on 11/6/21. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Andrew Ferrillo will audit the tax collector every week.

### **3. Oxford Active Military Service Personnel Holiday Seasonal Fund Advisory Committee Appointment**

#### **MOTION:**

Selectman Arnold Jensen moved to appoint Ron Stebar to the Oxford Active Military Service Personnel Holiday Seasonal Fund Advisory Committee. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Ron Stebar is a veteran who will oversee the fund that will give active military service personnel a check for \$100.00 in recognition of their service. The committee is responsible for compiling a list of names for the monetary awards.

#### **4. Oxford Center Fire Company's 2021 Fire Police Appointments**

##### **MOTION:**

Selectman Arnold Jensen moved to appoint John Deere and Joe Galla, Jr. as the Oxford Center Fire Company's 2021 Fire Police; as presented and recommended in their letter dated 3/7/21. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Both John Deere and Joe Galla have served the fire department for a while. The town is fortunate to have people willing to serve in this capacity.

#### **5. Appointment of Helen Leung**

##### **MOTION:**

First Selectman George Temple moved to skip over the appointment of Helen Leung and take this matter of the table as Item #10. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

#### **NEW BUSINESS**

##### **1. Tax Collector's C-Pace Partial Release Agreement – Approve and Authorize First Selectman to Sign**

##### **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 C-Pace Partial Release Agreement between the Town of Oxford and the Connecticut Green Bank, F/K/A Clean Energy Finance and Investment Authority, as presented, and to authorize the First Selectman to sign. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Ashley Schremmer, Tax Collector, explained that this is a release to give Connecticut Green Bank the authority to collect C-Pace payments directly from the businesses. The Town of Oxford will no longer collect the money.

##### **2. Tax Refunds (04/07/21)**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$4,798.69, as presented and recommended by the Tax Collector in her letter dated 4/5/21 and to authorize two signatures. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Ashley Schremmer, Tax Collector, discussed with the Board of Selectmen that the tax refunds are nothing out of the ordinary.

**3. Tax Refunds (04/21/21)**

**MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$1,141.13, as presented and recommended by the Tax Collector in her letter dated 4/19/21 and to authorize two signatures. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: None.

**4. Firefighter 2020 Tax Abatements Revision**

**MOTION:**

Selectman Arnold Jensen moved to approve the Firefighter 2020 Tax Abatement for Jared Blakeman in the amount of \$1,000.00 as presented and recommended by the Board of Fire Chiefs in their letter dated 4/16/21. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: The amount of the abatement should be no more than \$1,000.00.

**5. Conservation Commission/Inland Wetlands Agency Capital Request for Rockhouse Hill Sanctuary for Parking Area at Moose Hill Road**

**MOTION:**

Selectman Arnold Jensen moved to approve the Conservation Commission/Inland Wetlands Agency Capital Request for Rockhouse Hill Sanctuary for a parking area at Moose Hill Road, in an amount not to exceed \$23,000.00 to be taken from the General Fund Balance, as presented in their letter dated 4/13/21. This would be a safe and accessible location on Moose Hill Road near Holbrook Road, with minimal impact, which will provide 20 or more parking spaces for immediate access to the trail system. This was seconded by Selectman Heather Haney. All 3 ayes. Motion carries.

Discussion: Joe Lanier, Inland Wetlands Commission, explained that Moose Hill Road is a good location for additional parking. This will centralize the parking for Rockhouse Hill Sanctuary. This matter will be referred to the Board of Finance.

**6. Arcadis Proposal 2021 - 2022 Quaker Farms School Site O&M Groundwater Monitoring and Reporting Contract – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Arnold Jensen moved to approve the Arcadis Proposal 2021 – 2022 Quaker Farms School Site O&M Groundwater Monitoring and Reporting Contract and to

authorize the First Selectman to sign said contract. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: The groundwater at the site is tested on a quarterly basis for oil. The fourth test showed oil in the water, therefore the monitoring is required to continue.

## **7. FY 2020 – 2021 Transfer Requests**

### **MOTION:**

Selectman Arnold Jensen moved to approve the following FY 2020 – 2021 Transfer Requests as presented by the Finance Director in his letter dated 4/15/21:

TO:	Conservation/IWWC	5265-570-126	Trail Maintenance	\$2,000.00
FROM:	Conservation/IWWC	5265-570-111	Engineering	\$2,000.00

TO:	Town Clerk	5530-689	Microfilm	\$23.70
FROM:	Town Clerk	5530-792	Vital Stats.	\$23.70

TO:	Elderly Commission	5295-613	Facility Maintenance	\$5,000.00
FROM:	Elderly Commission	5295-515-46	Wages Asst. Director	\$5,000.00

TO:	Grants	5591-800-55	Community Connectivity	\$3,000.00
FROM:	Finance Contingency	5320-560-5320	Contingency	\$3,000.00

TO:	Grants	5591-800-55	Community Connectivity	\$2,950.00
FROM:	Finance Contingency	5320-560-5320	Contingency	\$2,950.00

TO:	Town Counsel	5535-672-207	Legal Services Assessor	\$16,951.00
FROM:	Finance Contingency	5320-560-5320	Contingency	\$16,951.00

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

Discussion: This will be sent to the Board of Finance.

## **8. Non-Union Raises**

The non-union raises motion was amended at the last Board of Selectmen meeting to include Senior Center drivers. No action needed.

**First Selectman George Temple requested a five-minute break at 8:03 PM for a private discussion.**

**First Selectman George Temple resumed the Board of Selectmen meeting at 8:06 PM.**

## 9. Hire Helen Leung as Grant Coordinator

### **MOTION:**

First Selectman George Temple moved to hire Helen Leung, 1 Little Valley Road, Oxford, as the Grant Coordinator at a rate not to exceed \$36.47 per hour as of 4/26/21. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

Discussion: Helen Leung has 12 years of experience. Helen is a resident of Oxford. Both First Selectman George Temple and Selectman Heather Haney complimented Grant Writer Administrator Kathleen O'Neil for her outstanding work and friendship for so many years for the Town of Oxford. Selectman Heather Haney stated that her work is seen throughout the Town of Oxford and will always be remembered.

## 10. Report of First Selectman

1. **Town-Wide Clean Up.** Tomorrow is Earth Day. Denise Randall is in charge of the town-wide clean up. The clean-up that was scheduled for tomorrow will be rescheduled for another time due to predicted freezing temperatures.
2. **Clinic for Covid-19.** There are still openings for the Covid-19 clinic on Saturday for ages 16 and older. Anyone interested in receiving the Covid-19 vaccine should call the Oxford Town Hall to schedule an appointment. Hours of operation for the clinic will be from 9:00 AM until 1:00 PM at Center School. The Ambulance Corps was thanked for making the arrangements for the clinic.
3. **Baseball.** Saturday is the opening day of baseball at Posy Panko Park at 11:00 AM. Girls' Baseball opening day is also on Saturday at the Emily Yish Field at 1:30 PM.
4. **Memorial Day Parade.** Plans are currently underway for the Memorial Day Parade. Covid-19 protocols, masks and social distancing will be followed. The Howitzer will be dedicated during the parade.
5. **Board of Selectmen Meeting.** The Board of Selectmen is planning to meet in person in May. The Board of Selectmen will take the place of the Town Budget Meeting. The budget will then go to referendum.
6. **Library and Senior Center.** Programs at both the library and senior center will be phased in as the incidences of Covid-19 reduce.

### **AUDIENCE OF CITIZENS**

Joe Lanier, 257 Chestnut Tree Hill Road, questioned the transfer of funds for Inland Wetlands for completing survey work back in 2010 on Rt. 34 by Oxford Glen. The request is coming from engineering and trail maintenance. Joe is disputing that this is not a maintenance issue but a survey issue. First Selectman George Temple indicated that

this would need to be explained to the Board of Finance. The Board of Selectmen can only approve what is requested.

### **ADJOURNMENT**

Selectman Arnold Jensen moved to adjourn the meeting at 8:27 PM. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Respectfully submitted,

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

Mary LoPresti  
Clerk, Board of Selectmen