

MINUTES

Board of Selectmen's Special Meeting

Wednesday, June 30, 2021
4:00 PM - Town Hall

Present: First Selectman George Temple, Selectman Arnold Jensen, Selectman Heather Haney, Secretary to the First Selectman Kelly Weymer.

The Special Meeting was called to order at 4:02 PM by First Selectman George Temple and the Pledge of Allegiance was recited.

ACCEPTANCE OF MINUTES

1. 6/2/21 Regular Meeting

MOTION:

Selectman Arnie Jensen moved to approve the 6/2/21 Regular Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

APPOINTMENTS

1. Oxford Main Street Project Committee Appointment

MOTION:

Selectman Arnie Jensen moved to appoint Anthony San Angelo of 605 Juniper Court to the Oxford Main Street Project Committee. This was seconded by Heather Haney. All 3 Ayes. Motion carries.

NEW BUSINESS

1. Tax Refunds

MOTION:

Selectman Arnie Jensen moved to approve the tax refunds, totaling \$547.10, as presented and recommended by the Tax Collector in her letter dated 6/29/21 and to authorize two signatures. This was seconded by Heather Haney. All 3 Ayes. Motion carries.

Discussion: Tax Collector Ashley Schremmer stated that these refunds were nothing out of the ordinary; just regular business items.

2. Tax Department Request to Remove or Adjust Accounts

MOTION:

Selectman Arnie Jensen moved to remove or adjust the following tax bills as presented by the Tax Collector in her letter dated 6/23/21 and with the approval of the Tax Collection Action Committee at their meeting of 6/23/21:

2005	Wood, John	2005-04-82254	\$79.26
2009	Bolmer, Debra	2009-03-51213	\$66.09
2005	Jenning, Laura	2005-03-5563	\$74.39
2006	Jenning, Laura	2006-03-55866	\$70.70
2007	Jenning, Laura	2007-03-56023	\$70.55
2008	Jenning, Laura	2008-03-56100	\$67.45
2006	Mullenite Lawn Care	2006-02-40354	\$145.28
2007	Mullenite Lawn Care	2007-02-40337	\$190.70
2008	Mullenite Lawn Care	2008-02-40398	\$191.74
2005	Dresel, John	2005-04-80581	\$196.51
2007	Brzezinski, James	2007-02-40067	\$251.90
2005	GCLC Joseph Guerrero Jr	2005-02-40210	\$3,876.91
2005	Marsted, Betsy	2005-03-57238	\$385.46
2005	Marsted, Betsy	2005-03-57239	\$371.32
2005	Marsted, Betsy	2005-03-57240	\$339.65
2006	Marsted, Betsy	2006-03-57603	\$308.76
2005	Krom Kirby Irene	2005-02-40291	\$42.03
2006	Krom Kirby Irene	2006-02-40303	\$52.49
2007	Krom Kirby Irene	2007-02-40283	\$68.92
2008	Krom Kirby Irene	2008-02-40334	\$70.11
2009	Krom Kirby Irene	2009-02-40347	\$72.20
2010	Krom Kirby Irene	2010-02-40374	\$79.61

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

3. TaxServ Capital Services, LLC Contract Extension – Approve and Authorize First Selectman to Sign

MOTION:

Selectman Arnie Jensen moved to approve the First Extension of Agreement for Professional Services between the Town of Oxford and TaxServ Capital Services, LLC, as presented, and to authorize the First Selectman to sign. This was seconded by Heather Haney. All 3 Ayes. Motion carries.

Discussion: First Selectman George Temple explained that this is just renewing our current service contract.

4. Hire Tax Department Summer Intern

MOTION:

Selectman Arnie Jensen moved to hire Colin Speaker as the Tax Department's Summer Intern with a start date of Monday, June 28, 2021 and a pay rate of \$13.00 per hour. This was seconded by Heather Haney. All 3 Ayes. Motion carries.

Discussion: Tax Collector Ashley Schremmer introduced Colin Speaker to the Board of Selectmen. The Board welcomed Mr. Speaker aboard and felt that he will be very helpful in the Tax Department.

MOTION:

First Selectman George Temple moved to skip over Item #5 until after Item #7 while awaiting the Facilities Manager's arrival. This was seconded by Heather Haney. All 3 Ayes.

6. Authorize Lease Agreement with Key Government Finance, Inc. for Fire Department's Engine 31

MOTION:

Selectman Arnie Jensen moved to authorize the Lease Agreement with Key Government Finance, Inc for the Fire Department's Engine 31 and authorize the First Selectman to sign. This was seconded by Heather Haney. All 3 Ayes.

Discussion: First Selectman George Temple stated that this fire truck was previously purchased and is now in the state. It will be housed at Quaker Farms Fire Company. It is a Pierce pumper truck which is the same as the others. Finance Director Jim Hliva

explained that this has been discussed with the Board of Finance and this is in this year's budget. Mr. Hliva further explained that the town is only borrowing \$734,000.00 as the down payment was already budgeted. All other fire engines have been paid off. This Lease Agreement's final payment will be paid in five years, which calculates to approximately \$182,000.00 per year at 1.12% interest.

7. Authorization to Award Hawley Road Reconstruction Project Bid

MOTION:

Selectman Arnie Jensen moved to award the Hawley Road Reconstruction Project Bid to Guerrera Construction with a total estimated construction cost of \$1,695,585.30 as presented in the Town Engineer's Hawley Road Reconstruction Bid Analysis dated 5/19/21 and recommended by the Town Engineer. This was seconded by Heather Haney. All 3 Ayes.

Discussion: Grant Writer Helen Leung stated that the bids for this project were reviewed and approved by the Town Engineer as well as by the State of Connecticut Department of Transportation. The town has been authorized to award the bid to Guerrera Construction. Once the Town Engineer receives the Notice to Award that will be followed by contract signing and then the Notice to Proceed. First Selectman George Temple explained that this is a very important project and wants to start as soon as possible. Ms. Leung explained that this is grant for \$2,034,702.36. The town had to pay for all of the up-front engineering costs and 100% of the construction costs is paid for from LOTCIP. The towns up-front costs were approximately \$120,000.00. Ms. Leung is ready for this to move along.

(Facilities Manager George Renzoni arrived)

5. Board of Education Funding Request for Additional Electrical Circuits for High School Generator

MOTION:

Selectman Arnie Jensen moved to approve the funding request in the amount not to exceed \$64,000.00 (\$53,232.64 Bid Amount plus a 20% \$10,646.00 Contingency) in order to provide additional electrical circuits for the generator at the High School, in accordance with the Board of Education's Capital Plan, and all as presented and requested by the Facilities Manager in his letter dated 6/9/21. This was seconded by Heather Haney. All 3 Ayes.

Discussion: Facilities Manager George Renzoni stated that he requested the higher numbers so he wouldn't have to wait for a meeting to get additional funding if needed as this project needs to be accomplished this summer before school opens in the fall. First Selectman George Temple stated normally this Board doesn't award a 20% contingency

but understands the situation. First Selectman Temple explained that once this generator is working and online, then the town can use this high school as an emergency shelter. He further stated that all changes need to come before the Board of Selectmen and asked Mr. Renzoni to contact him first to discuss any problems. If the matter is perceivable, then it would make sense to move the project along. Mr. Renzoni's only concern is completing the project within the allotted timeframe before school opens.

8. Hire Conservation Commission/Inland Wetlands Agency Youth Conservation Corp

MOTION:

Selectman Arnie Jensen moved to hire Emily Sura, Adam Macero, Matt Delfino and Emily Davies to the Conservation Commission/Inland Wetlands Agency Youth Conservation Corp as presented and recommended by the OCCIWA in their letter dated 6/25/21. This was seconded by Heather Haney. All 3 Ayes.

Discussion: First Selectman George Temple explained that the Youth Conservation Corp will be cutting the trails at Rockhouse Hill Sanctuary.

9. Hire Parks & Recreation 2021 Summer Counselors

MOTION:

Selectman Arnie Jensen moved to hire the Parks & Recreation 2021 Summer Counselors (Attachment A) as presented and recommended by the Parks & Recreation Director in her letter dated 6/14/21. This was seconded by Heather Haney. All 3 Ayes.

Discussion: Parks & Recreation Director Kyra Nesteriak explained that this is the normal hiring for summer camp counselors. Summer Camp is now back up and running like prior to COVID. Huskie's camp has approximately 45 – 65 kids per week. They are still practicing enhanced COVID protocol such as hand sanitizing, keeping kids in color groups and grouping kids by age. Travel camp numbers are down but there was also a population dip. We still have the majority of the weeks from mid-20's to high 30's.

10. Renewal by Anderson Peddler's Permit – Approve

MOTION:

Selectman Arnie Jensen moved to approve the Peddler's Permit for Renewal by Anderson with the following stipulations:

- The Oxford Police Department must be notified daily, or each day you are soliciting, of the area in town where you will be soliciting along with the hours.
- No soliciting in neighborhoods where it clearly states "No Soliciting" such as, but not limited to, Oxford Green, Meadowbrook Estates, River Bend Estates.

- All peddlers must have identification badges.

This was seconded by Heather Haney.

Discussion: First Selectman stated that the Board has approved this yearly. His only concern is when families are having outside activities such as picnics or family gatherings. He suggested that hours should be limited or just not approve Sundays and holidays.

MOTION:

Selectman Arnie Jensen moved to reconsider the last motion. This was seconded by Heather Haney. All 3 Ayes.

MOTION:

Selectman Arnie Jensen moved to approve the Peddler's Permit for Renewal by Anderson with the following stipulations:

- The Oxford Police Department must be notified daily, or each day you are soliciting, of the area in town where you will be soliciting along with the hours.
- No soliciting in neighborhoods where it clearly states "No Soliciting" such as, but not limited to, Oxford Green, Meadowbrook Estates, River Bend Estates.
- All peddlers must have identification badges.
- No soliciting on Sundays or Holidays.

This was seconded by Heather Haney. All 3 Ayes.

11. Fox Pest Control's Peddler's Permit

MOTION:

Selectman Arnie Jensen moved to approve the Peddler's Permit for Fox Pest Control with the following stipulations:

- The Oxford Police Department must be notified daily, or each day you are soliciting, of the area in town where you will be soliciting along with the hours.
- No soliciting in neighborhoods where it clearly states "No Soliciting" such as, but not limited to, Oxford Green, Meadowbrook Estates, River Bend Estates.
- All peddlers must have identification badges.
- No soliciting on Sundays or Holidays.

This was seconded by Heather Haney. All 3 Ayes.

12. Hire Part-Time Floater

MOTION:

Selectman Arnie Jensen moved to hire Meredith Papst as a Part-Time Floater at a pay rate of \$18.00 per hour and a start date of Tuesday 6/22/21. This was seconded by Heather Haney. All 3 Ayes.

Discussion: First Selectman George Temple stated that Ms. Papst is currently working in the Tax Assessor's office but will be able to be floater. Selectman Heather Haney asked if Ms. Papst would be a floater at the Senior Center and First Selectman George Temple stated she would not. He explained that an Assessor's employee will be leaving so Ms. Papst can help out in that office for now. She will also be utilized for when employees take vacations.

13. Part-Time Employee Wage Increases

No action at this time.

14. Grant Writer Salary Clarification

MOTION:

Selectman Arnie Jensen moved to clarify that the Grant Writer salary will be \$36.47 per hour effective 4/26/21. This was seconded by Heather Haney. All 3 Ayes.

Discussion: First Selectman George Temple explained that this is the same wage that the previous Grant Writer received. This doesn't include benefits as it is only part-time. It is what this position pays and Ms. Leung is very experienced with grants.

15. Employee Separation Agreement – Approve and Authorize First Selectman to Sign

MOTION:

Selectman Arnie Jensen moved to approve the Separation Agreement and General Release between the Town of Oxford and Ms. Joyce Eades as presented and to authorize the First Selectman to sign said agreement. This was seconded by Heather Haney. All 3 Ayes.

Discussion: First Selectman George Temple explained that this agreement was a product of a lot of union and town negotiations. He believes that this agreement is fair. Ms. Eades will leave as a full-time employee but will return as a part-time Receptionist which she will excel at.

16. **Assistant Senior Director/Secretary Revised Job Description**

MOTION:

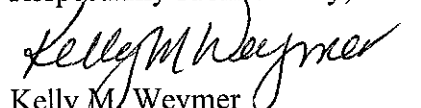
Selectman Arnie Jensen moved to *table* this matter. This was seconded by Heather Haney. All 3 Ayes.

ADJOURNMENT

MOTION:

Selectman Arnie Jensen moved to adjourn the meeting at 4:36 PM. This was seconded by Heather Haney. All 3 Ayes.

Respectfully submitted by,



Kelly M. Weymer
Secretary to the First Selectman

21 JUL -1 PM 4:56
TOWN OF OXFORD, CT
TOWN CLERK

ATTACHMENT A

Last Name	First Name	Emply #	Town	seasons comp	Position	2121 Salary
Aldo	Mark		Oxford	new	Teen Travel	\$ 12.00
Badeau	Nate	1260	Oxford	new	Teen Travel	\$ 12.00
Darroch	Matt	1238	Oxford	2	Teen Travel	\$ 12.00
Dellulio	Marissa	1239	Oxford	2	Site Director - Travel	\$ 13.50
Moore	Victoria		Oxford	new	Teen Travel	\$ 12.00
Knies	Jillian		Oxford	new	Teen Travel	\$ 12.00
Wolf	Jonathan	1231	Oxford	2	Teen Travel	\$ 12.00
Bavone	Ryan		Oxford	new	Huskies	\$ 12.00
Chiappetta	Noah		Oxford	new	Huskies	\$ 12.00
Chop	Vanessa		Oxford	new	Huskies	\$ 12.00
Derasmo	Abby	1272	Oxford	1	Huskies	\$ 12.00
Figuroa	Aiden		Oxford	new	Huskies	\$ 12.00
Fletter	Samantha		Oxford	new	Huskies	\$ 12.00
Kapadia	Dhruv (Drew)		Seymour	new	Huskies	\$ 12.00
Magera	Alexandria		Oxford	new	Huskies	\$ 12.00
Nesteriak	Jessica		Oxford	new	Huskies	\$ 12.00
Petitti	Jenna	1195	Oxford	3	Site Director - Huskies	\$ 13.50
Rand	Max		Oxford	new	Huskies	\$ 12.00
Scalo	Erich		Oxford	new	Huskies	\$ 12.00
Shirling	Colin	1025	Oxford	8	Huskies	\$ 12.00
Tuttle	Lauren	1158	Oxford	4	Huskies	\$ 12.00
Yakuahewich	Jamie		Seymour	23	Camp Director	\$ 19.00