



## **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, December 4, 2019  
7:30 PM – Town Hall Main Meeting Room**

The Town of Oxford Board of Selectmen Regular Meeting was called to order by First Selectman George Temple at 7:34 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. 10/16/19 Regular Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 10/16/19 Regular Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

#### **2. 10/30/19 Special Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 10/30/19 Special Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

#### **3. 11/25/19 Special Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 11/25/19 Special Meeting minutes as presented. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

## **AMENDMENT OF AGENDA**

### **1. School Security Grant – Approve Funding and Forward to Board of Finance**

#### **MOTION:**

Selectman Arnold Jensen moved to amend the agenda to add School Security Grant – Approve Funding and Forward to Board of Finance as Item #14. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

### **2. Award School Security Bid**

Selectman Arnold Jensen moved to amend the agenda to add Award School Security Bid as Item #15 and move the Report of First Selectman to Item #16. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

## **APPOINTMENTS**

### **1. Elderly Commission Re-Appointments**

#### **MOTION:**

Selectman Arnold Jensen moved to re-appoint Joyce Niestemski, of 123 Chestnut Tree Hill Road Extension, to the Elderly Commission with a term to commence on 1/1/20 and expire on 12/31/23. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: This will be Joyce's second term. She is an asset to the Senior Center.

### **2. Library Board of Directors Re-Appointments**

Selectman Arnold Jensen moved to re-appoint William J. Federowicz, of 16 Middlefield Road, to the Library Board of Directors with a term to commence on 1/1/20 and expire on 12/31/23. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: William has been on the Board a number of years and does a great job.

### **3. Municipal Agent Re-Appointment**

Selectman Arnold Jensen moved to re-appoint Joanne Jelenik, of 124 Chestnut Tree Hill Road Extension, as Municipal Agent with a term to commence on 1/20/20 and expire on 12/31/23. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Joanne has been in this position for many years and has been very active in this capacity.

#### **4. Planning & Zoning Commission Alternate Re-Appointments**

First Selectman George Temple moved to *table* this matter. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

Discussion: None.

#### **5. Quaker Farms Fire Company 2020 Chief Re-Appointment**

##### **MOTION:**

Selectman Arnold Jensen moved to re-appoint Daniel R. Gramigna as Quaker Farms Fire Company's 2020 Fire Chief as recommended in their letter dated 11/14/19. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Daniel has been doing a great job in this position and is recommended by the Police Chief.

#### **6. Water Pollution Control Authority Re-Appointments**

##### **MOTION:**

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

##### **MOTION:**

Selectman Arnold Jensen moved to re-appoint Fred D'Amico, of 19 Wychwood Lane, Robert Peck, of 548 Oxford Road, and Karl Borkowski, of 31 Cortland Place, all to the Water Pollution Control Authority with terms to commence on 1/1/20...

First Selectman George Temple interrupted the Motion by saying that the Motion is out of order since the matter is still tabled.

Discussion: None.

#### **NEW BUSINESS**

##### **1. Troop 1 2019 Ornament Presentation**

Kyle Graham, Senior Patrol Leader for Troop 1, presented First Selectman George Temple with the newly designed 2019 ornament to commemorate the 100<sup>th</sup> anniversary of Riverside Church. Wendy Anderson designed the ornament. The ornament is available for purchase for \$10.00 at Oxford Lumber and Oxford Health Pharmacy. Troop 1 is also selling trees at the giant green truck located in Fritz's Snack Bar parking lot.

Photos were taken with the Board of Selectmen and the Boy Scout Troop 1 members with the new ornament.

**First Selectman George Temple called a five-minute recess at 7:45 PM.**

**First Selectman George Temple called the Board of Selectman Meeting back to order at 7:55 PM.**

**2. Portable Police Radios Funding Request - Approve**

**MOTION:**

Selectman Arnold Jesnsen moved to approve the funding, in the amount of \$13,208.36 to be taken from Finance Contingency, for the purchase of 4 Motorola portable radios, 2 spare/backup batteries and 1 multi-unit charging station for the Oxford Police Department as presented and recommended in their letter dated 11/10/19. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: Sgt. Robert Boroski discussed the necessity for the four portable radios for the officers and Town. Currently some officers do not have the radios. This becomes a safety and communication issue. Sgt. Boroski answered questions from the Board of Selectmen.

**3. Police Department Funding Request for Desktop Computers - Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the funding, in the amount of \$9,075.06 to be taken from Finance Contingency, for the purchase of 7 desktop towers and 6 computer monitors, which covers the software and installation of each station, for the Oxford Police Department as presented and recommended in their letter dated 11/10/19. This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: Sgt. Robert Boroski explained that he is trying to update equipment for the officers. The last computer installation was in 2003. The new computers' operating system will support current police reporting software and will in turn be a more responsive and efficient system. Town IT recommended the towers and monitors for purchase.

**4. Police Department Funding Request for Body Cameras – Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the funding, in the amount of \$8,698.42 to be taken from Finance Contingency, for the purchase of 7 Body Cameras and necessary equipment as depicted in the quote from Axon Enterprises, Inc. for the Oxford Police

Department. This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: Sgt. Robert Boroski explained that police regulations require every officer to have a body camera. Officer Keith Buinauskas modeled the body camera. The camera helps reduce Town liability. Questions from the Board of Selectmen were answered.

#### **5. Community Support Applications for Oxford Volunteer Fire Department - Approve**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the Oxford Volunteer Fire Department/Oxford Fire Department Junior Corps Community Support Application, in the amount of \$3,200.00, for the purchase of fire helmets for the Junior Corps members; as presented and recommended by the Community Support Committee in their letter received on 11/25/19. This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: Debbie Sherman, of 7 Perkins Road, stated that the helmets are for junior corps members ages 14-18. This is an after school activity for the children. Scott Pelletier, Oxford Fire Chief, made the request for the helmets.

#### **6. Oxford Ambulance FY 2019 – 2020 Appropriation Request – Approve**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the following FY 2019 – 2020 Appropriation Request:

TO:	Ambulance	5235-128	New Ambulance	\$95,000.00
FROM:	Capital Non-Recurring		New Ambulance	\$95,000.00

This was seconded by Selectman Heather Haney. This matter will be forwarded to the Board of Finance. All 3 Ayes. Motion carries.

Discussion: Jack Kiley, Chairman of the Oxford Board of Finance, explained that this is one of the last items that will come from Capital Non-Recurring. This has been approved and will go to Town meeting. The Ambulance Association will pay the balance owed on the price of the ambulance.

#### **7. Wage Increase for Part-Time Plow Truck Operators – Approve**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the wage increase to \$25.00 per hour for the seasonal part-time plow truck operators; as presented and recommended by the Road Foreman in his letter dated 10/22/19. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: First Selectman George Temple approves the increase so that the Town does not lose these drivers. The increase is from \$20.00/hour to \$25.00/hour.

**8. Affirmative Action Policy Statement 2019 – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Arnold Jensen moved to approve Oxford's Affirmative Action Policy Statement 2019 (Attachment A) and to authorize the First Selectman to sign. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: This statement must be prominently posted at the Town Hall and is a requirement for municipal grants.

**9. Fair Housing Policy Statement – 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:**

First Selectman George Temple moved to adopt the Fair Housing Policy Statement as provided in your materials (Attachment B) and to authorize the First Selectman to sign. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

Discussion: The Town will not discriminate. This is required to be posted at the Town Hall and is a requirement for municipal grants.

**10. Department of Homeland Security Resolution – Approve and Authorize First Selectman to Sign**

**MOTION:**

Selectman Arnold Jensen moved to approve the following Department of Homeland Security Resolution and to authorize the First Selectman 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 act 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 Heather Haney. All 3 Ayes. Motion carries.

Discussion: Kathleen O'Neil, Oxford Grant Writer/Administrator, explained that this is a blanket resolution for the school security grant. The grant has been awarded. Jack Kiley, Oxford Board of Finance Chairman, stated that the money has been budgeted for the local match. There was discussion with George Renzoni, BOE Facility Manager, regarding proposed purchases of security equipment.

## **11. Tax Refunds**

### **MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$11,091.38, as presented and recommended by the Tax Collector in her letter dated 11/5/19 and to authorize two signatures. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: The Board of Selectmen has received, reviewed and accepted the tax refunds.

### **MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$15,790.88, as presented and recommended by the Tax Collector in her letter dated 12/4/19 and to authorize two signatures. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: None.

## **12. Solid Waste/Recycling Permit Licenses – Approve**

### **MOTION:**

Selectman Arnold Jensen moved to approve the following Solid Waste/Recycling Permit License as approved by the Recycling Coordinator:

- USA Hauling & Recycling, 15 Mullen Road, Enfield, CT 06082  
(Solid Waste and Recycling)

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

Discussion: The solid waste/recycling is recommended by Wayne Watt, Director/Foreman of Oxford Public Works, and is done every year.

**13. Board of Selectmen 2020 Meeting Schedule – Approve and Authorize the First Selectman to Sign**

**MOTION:**

Selectman Arnold Jensen moved to approve the following Board of Selectmen 2020 Meeting Schedule as provided on #13 of the Agenda:

January 15, 2020	July 15, 2020
February 5, 2020 February 19, 2020	August 19, 2020
March 4, 2020 March 18, 2020	September 2, 2020 September 16, 2020
April 1, 2020 April 15, 2020	October 7, 2020 October 21, 2020
May 6, 2020 May 20, 2020	November 4, 2020 November 18, 2020
June 3, 2020 June 17, 2020	December 2, 2020 December 16, 2020

This was seconded by Selectman Heather Haney. Note: As January 1, 2020 is the first Wednesday of the month and also a holiday, there is no meeting and therefore there are no Special Meetings listed. All 3 Ayes. Motion carries.

Discussion: The schedule takes into consideration holidays and election day.

**14. School Security Grant – Approve Funding and forward to Board of Finance**

**MOTION:**

Selectman Arnold Jensen moved to approve the School Security Grant Funding, in the amount of \$573,405.95 for the Town's match (\$371,094.05 from State funding which totals \$944,500.00) and forward this matter to the Board of finance; as presented and recommended by the Grant Writer in her letter dated 12/3/19. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Discussion: George Renzoni, BOE Facility Manager, reviewed the process of bid procurement, including bids received. He then went on to itemize the security equipment per school. Kathleen O'Neil, Oxford Grant Writer/Administrator, stated that there needs to be a contingency: the new school is not included in the grant as the new school security system was to be paid by the school building funding. First Selectman George Temple concurred that the new school needs to be left out of this.



### **MOTION:**

First Selectman George Temple moved to amend the motion to approve the School Security Grant Funding, in the amount of \$573,405.95 for the Town's match (\$371,094.05 from State funding which totals \$944,500.00), not to exceed a budget of \$944,500.00 and the Town's match up to an amount of \$573,405.95, and forward this matter to the Board of Finance; as presented and recommended by the Grant Writer in her letter dated 12/3/19. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

Discussion: The security system numbers will be reviewed and refined. The project is approved.

### **15. Award School Security Bid**

#### **MOTION:**

Selectman Arnold Jensen moved to *table* this item. This was seconded by First Selectman George Temple. All 3 Ayes. Motion carries.

Discussion: The security system cost will be reworked to comply with the grant. George Renzoni, BOE Facility Manager, will need to contact the bidding companies with any adjustments.

### **16. Report of First Selectman**

1. Now is the time to purchase Boy Scout ornaments.
2. This Friday is the Tree Lighting Ceremony, rain, snow or shine.
3. First Selectman George Temple complimented the Oxford Public Works on doing a good job with the recent snow removal.
4. The State Police Toy Drive started before Thanksgiving. St. Boroski stated that the police officers will deliver toys to the homes of the needy.
5. First Selectman George Temple congratulated all Oxford students K-12 on the local food drive. He is very proud of the students for supporting the needs of others.
6. There was recently a death of an Oxford girl as a result of opioids. There will be a meeting on Thursday, December 12, 2019. There have been three (3) opioid-related deaths in 2 ½ months. There will be voluntary training at the Library and Town Hall related to the opioid crisis.

### **AUDIENCE OF CITIZENS**

1. Laura Baxter, of 15 Upson Drive, asked if there is any way to be able to work with DEEP to have a say in how to manage Oxford's wildlife instead of killing the animals. Recently, DEEP made a quick decision to trap and kill beavers on the Larkin Bridle Trail because of some flooding. She stated that the water on the trail is easily navigated by

horses (she is an equestrian), and she does not understand the reasoning behind killing the beavers.

First Selectman George Temple advised her to form an association comprising the towns on the Larkin Bridle Trail, get on the Oxford neighborhood page and to talk with State Representative Dave Labriola. Laura stated that she tried calling a biologist several times, but he has not returned any of her calls. She went on to say that the *Republican-American, Voices*, and people in and out of the State have been in contact with her. First Selectman George Temple gave his appreciation for her concern and will keep her advised of the situation. Laura thanked him for his time.

2. David Manning, of 16 Oakwood Drive, asked if something can be done about the acoustics in the Main Meeting Room. He has some hearing loss, and is unable to hear what is being said at the meetings because there is a lot of echo. First Selectman George Temple stated that a plan is in place to put rugs in the room, as well as elevate the area where the Board of Selectman are seated. He agreed that something needs to be done about the echo and thanked David for his comment.

3. Marlene Sandel, of 135 Beacon Valley Road, Beacon Falls, identified herself as a wildlife rehabilitationist. She stated that she was alarmed that the Town of Oxford was not informed about the plan to set traps to kill the beavers by DEEP on the Larkin Bridle Trail. She asked if the Town could generate a follow-up letter to DEEP so people would be informed if this would happen again.

## **ADJOURNMENT**

### **MOTION:**

Selectman Arnold Jensen moved to adjourn the meeting at 9:34 PM. This was seconded by Selectman Heather Haney. All 3 Ayes. Motion carries.

Respectfully submitted,



Mary LoPresti  
Clerk, Board of Selectmen

19 DEC 10 AM 11:50  
TOWN OF OXFORD, CT  
TOWN CLERK  
*Mary LoPresti*



Attachment A

## **Office of the First Selectman Town of Oxford**

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
Phone: 203-888-2543 Fax: 203-888-2136  
Website: oxford-ct.gov

### **AFFIRMATIVE ACTION POLICY STATEMENT**

It has been the policy and will continue to be the strong commitment of the Town of Oxford and all contractors and subcontractors who do business with this municipality, to provide equal employment opportunities in employment to all qualified persons solely on the basis of job-related skills, ability and merit. The Town of Oxford will continue to take Affirmative Action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, national origin, ancestry, mental disorder (present or past history thereof), age, physical ability (but not limited to blindness), marital status, mental retardation, and criminal record. Such action includes, but is not limited to, employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training including apprenticeship. The Town of Oxford, its contractors and subcontractors will continue to make good faith efforts to comply with all federal and state laws and policies which speak to equal employment opportunity.

The principles of Affirmative Action are addressed in the 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup> Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, Presidential Executive Orders 11246, amended by Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-60-69) of the Connecticut General Statutes, Connecticut Code of Fair Practices (46a-70-81), Deprivation of Civil Rights (46a-58(a)(d)), Public Accommodations Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), definition of Blind (46a-51(13)), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a)-8), Connecticut Credit Discrimination Law (360436 through 439), Title 1 of the State and the Local Fiscal Assistance Act of 1972.

The Affirmative Action Policy Statement re-affirms my personal commitment to the principles of Equal Employment Opportunity.

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Date

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George R. Temple, Oxford First Selectman



## TOWN OF OXFORD

George R. Temple  
First Selectman

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486 Oxford Road, Oxford, Connecticut 06478-1298

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E-mail: [selectmen@oxford-ct.gov](mailto:selectmen@oxford-ct.gov)

*Office of the First Selectman*

### FAIR HOUSING POLICY STATEMENT

It is the policy of the Town of Oxford to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the Town of Oxford must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Oxford or any of sub-recipients of the Town of Oxford will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Oxford.

Complaints pertaining to discrimination in any program funded or administered by this Town of Oxford may be filed with the First Selectman's Office. The municipality's grievance procedure will be utilized in these cases. Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party had not assigned a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of Oxford Employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of Oxford.

\_\_\_\_\_  
Date

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George R. Temple, Oxford First Selectman