

# Minutes

## Board of Selectmen's Regular Meeting

**Wednesday, May 17, 2023**  
**7:30 PM - Town Hall**

First Selectman George Temple called the meeting to order at 7:33 PM and the Pledge of Allegiance was recited.

Attendance: First Selectman George Temple, Selectman Arnold Jensen, Selectman David McKane, and Administrative Assistant Kristyn Rosa.

### **ACCEPTANCE OF MINUTES**

#### **1. 5/3/23 Regular Meeting**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the 5/3/23 Regular Meeting minutes as presented. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

### **AMENDMENT OF AGENDA**

None

### **APPOINTMENTS:**

None

### **NEW BUSINESS**

#### **1. 2<sup>nd</sup> Annual Hammers and Heroes Memorial Day Charity Poker Run – Approve and Authorize First Selectman to Sign**

##### **MOTION:**

Selectman Arnold Jensen moved to approve the use of Route 67 in Oxford for the 2<sup>nd</sup> Annual Hammers and Heroes Memorial Day Charity Poker Run on Saturday, May 27, 2023 (rain date Saturday, June 3, 2023) between 2:00 PM – 4:00 PM, and to authorize the First Selectman to sign the Connecticut Department of Transportation's Application for

Special Event Application Form. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Discussion- Mr. Mike Fratterola, the applicant for the Special Use Permit attended the meeting via Google Meets. Mr. Fratterola, explained that this is the 2nd year of the event. Last year, they did not know that a Special Use Permit was required. This year he wanted to make sure that it is done right, so he is here asking for approval and a signature. Mr. Fratterola also explained that he is still waiting for 7 more towns to sign off. First Selectman Temple stated that this is the first time we are receiving this application. However, it looks like it is a very organized event and it is for a good cause. The event starts in Oxford at Char and Lemon; registration is from 12:45 p.m. to 1:45 p.m. at Char and Lemon and the entire event ends at approx 6 p.m. in Woodbury at the Woodbury Brewing Company.

**2. Hire Parks & Recreation Summer Maintenance**

**MOTION:**

Selectman Arnold Jensen moved to hire Joseph Nesteriak as a Parks & Recreation Summer Recreation Maintainer at a pay rate of \$15.00 per hour and effective Monday, May 15, 2023. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion-** Kyra Nesteriak, Director of Park and Recreation, stated that Mr. Nesteriak will fit in well and he will start mid-June.

**3. Hire Parks & Recreation Lifeguards**

**MOTION:**

Selectman Arnold Jensen moved to hire Parks & Recreation Lifeguards (Attachment A) as recommended and presented by the Parks & Recreation Director in her letter dated 5/15/23. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion-** First Selectman George Temple acknowledging that there are 6 new hires and 20 returning summer employees. He stated that it is nice to see so many returns.

**4. Hire Parks & Recreation Camp Counselors**

**MOTION:**

Selectman Arnold Jensen moved to hire Parks & Recreation Camp Counselors (Attachment B) as recommended and presented by the Parks & Recreation Director in her letter dated 5/15/23. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion** - First Selectman George Temple asked if these hires were in the budget. Director of Parks and Recreation Kyra Nesteriak responded that the lifeguards are from the old budget, and camp counselors are from the new budget. She also went over the cost of the camps, stating how fortunate we are to have long-term employees.

**5. Hire Part-Time Senior Center Dispatcher**

**MOTION:**

Selectman Arnold Jensen moved to hire Ellen Fox as a Part-Time Senior Center Dispatcher with a pay rate of \$16.00 per hour and a start date of Monday, May 22, 2023. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Discussion - First Selectman Temple explained that this is a position we have had for a long time and has not always been an easy one to fill. This is an administrative duty and a responsibility that will be taken off the Acting Director. First Selectman Temple knows Ellen Fox and she will do a great job. Ms. Fox is also our Democratic Registrar of Voters. Selectman Jensen asked how many hours are anticipated to perform this job duty. Administrative Assistant Kristyn Rosa stated it would be approximately 15 hours per week. The position pays \$16.00 per hour.

**6. ARPA Funding Request for Valley Community Index Donation – Approve**

**MOTION:**

First Selectman George Temple moved to *table* the ARPA funding request, in the amount of \$5,000.00, for the Valley Community Index; as presented and approved by the Oxford Space & ARPA Funds Advisory Committee at their meeting held on 5/9/23. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Discussion - Selectman Arnold Jensen stated that this is the group that has tens of millions of dollars sitting in the bank, the parent group has almost a billion dollars in the bank. They pay each other huge salaries and then come to towns to give money to pull odd information off the internet. Selectman Jensen stated that he was against this in the first place and is still against it.

Jeff Luff, Oxford Space & ARPA Funds Advisory Committee Chairman, explained that this was previously approved by the Board of Selectmen. Administrative Assistant Kristyn Rosa agreed with Mr. Luff. This item was approved by the Board of Selectmen in a previous meeting, however it was never said in the minutes where the money was coming from. All of the Valley Towns have paid for the Index, except Oxford. Selectman David McKane stated that he has mixed feelings. This is not a lot of money and the other towns did pay for it. However, we are getting a lot of requests for ARPA money. Most of the groups that are requesting it basically are asking for money to do the same thing.

First Selectman Temple asked Selectman Jensen where he received his information about the company and their budget. Selectman Jensen stated that it is all online. Kristyn Rosa stated that the Valley Community provided financial information to the board earlier this year.

Mr. Luff offered to do more research on the index and provide more information. First Selectman Temple stated that was a good idea. It was suggested that the item be tabled until Mr. Luff is done with the research. First Selectman Temple said that he doesn't like to start funding something with the ARPA funds for something the Town will have to fund perpetually. Once the ARPA funds run out, we are left with a bill.

## **7. ARPA Funding Request for Fire Marshal Vehicle – Approve**

### **MOTION:**

Selectman Arnold Jensen moved to approve the ARPA funding request, in the amount of \$66,000.00, for a Fire Marshal vehicle; as presented and approved by the Oxford Space & ARPA Funds Advisory Committee at their meeting held on 5/9/23. This was seconded by First Selectman Temple. All 3 Ayes. Motion carried.

Discussion - Selectman Arnold Jensen questioned if the town just bought a Fire Marshal vehicle. Chief Pelletier responded that this car is for the Deputy Fire Marshals. They are currently using Ford LTD's that were given to them from the Police Department 15 years ago. We have been asking for the past eight years to replace these vehicles. The department is trying to give some years in between purchasing vehicles. The vehicles stay at Public Works during non-working hours. This vehicle is smaller. They don't need big SUV's as they carry less equipment. First Selectman George Temple stated this is a good use for ARPA funds. The current vehicle has been repaired many times. There is a definite need here and we are not upgrading without a need.

**8. ARPA Invoice for Environmental Review for Center School – Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the ARPA invoice from Down To Earth, LLC, in the amount of \$2,300.00, for the environmental review of the proposed development at Municipal Annex Building (Old Center School); as presented and approved by the Oxford Space & ARPA Funds Advisory Committee at their meeting held on 5/9/23. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion** - First Selectman George Temple asked if this money needed to be spent. The Inland Wetland Commission wanted an environmental review to protect themselves from any public attention that this might receive. First Selectman Temple stated that next time this should come out of their budget. First Selectman Temple asked Mrs. Denise Randall about the results. Mrs. Randall explained that there were some revised comments, but all comments have been met and everything is copacetic. Mrs. Randall also explained that this work was done back in September, so the bill needs to be paid. Oxford Space & ARPA Funds Advisory Committee Chairman Jeff Luff confirmed the work did get done and this will protect the town.

**9. ARPA Funding Request for 188 Parking Lot Expansion at Rockhouse Hill Sanctuary – Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the ARPA funding request, in the amount of \$34,863.00, for the 188 Parking Lot Expansion project at Rockhouse Hill Sanctuary; as presented and approved by the Oxford Space & ARPA Funds Advisory Committee at their meeting held on 5/9/23. This was seconded by Selectman David McKane.

Selectman Arnold Jensen made a motion to amend the motion and make the motion contingent upon contacting Public Works to see if the Town can save some money and #2 the funds qualify as matching funds, both at the discretion of the First Selectman. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion** - Selectman David McKane stated that he looked over the prices that were provided by Mr. Joe Lanier, Conservation Commission/Inland Wetlands Agency Member and Youth Conservation Corp Coordinator. Selectman McKane asked if this is something that the Public Works might be able to do cheaper. First Selectman Temple asked Mr. Lanier what type of base would be installed. Mr. Lanier explained that an aggregated material will be installed and that this will allow water to drain into the ground. The parking lot has turned into a 'U'. The material that was there has settled. The

organic material has rotted and it is sinking down in the middle. Mr. Temple asked if stone would be installed. Mr. Lanier stated yes, stone will be installed. This parking lot will be pitched away from the water course. Mr. Lanier stated that this is only a 110' x 75' area.

First Selectman Temple stated that he is not opposed to passing this tonight, however he would like Public Works Road Foreman Wayne Watt to determine if they can do it cheaper. First Selectman Temple also wants to make sure that this project qualifies under the proper use of the rules for the ARPA funds since these funds will go toward the 20% match for the grant they received from DEEP.

**MOTION:**

Selectman Arnold Jensen made a motion to amend the motion and make the motion contingent upon contacting Public Works to see if the Town can save some money and #2 the funds qualify as matching funds, both at the discretion of the First Selectman. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

**Discussion:**

First Selectman Temple wanted to make it clear that if he is satisfied that the Town is allowed to use the money as the match and if we can save money by having public works do the parking lot, then First Selectman Temple will release the funds for these projects. All selectmen understood and agreed.

**10. ARPA Funding Request for Little River Nature Preserve Trail and Boardwalk – Approve**

**MOTION:**

Selectman Arnold Jensen moved to approve the ARPA funding request, in the amount of \$35,486.81, for the Little River Nature Preserve Trail and Boardwalk project; as presented and approved by the Oxford Space & ARPA Funds Advisory Committee at their meeting held on 5/9/23. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Discussion- Mr. Jeff Luff explained that this project is phase B which is continuing the Nature Preserve across the Little River. Mr. Lanier's Youth Conservation Corp group has time this summer to cut in the trails. Mr. Lanier provided an outline of the trail system. The elevation is very steep. This can only be a walking trail. The cost is based on using a trail crew of 12 at a minimum wage of \$15.00 an hour. It is also based on how long it takes to actually go out and build the trail based on the terrain. The boardwalk will be 300 ft X 30 inches, which is 3 2X10's put together length wise. This boardwalk is needed because once you get across Little River, there is an expanse of wetlands.

On top of the boardwalk they will put down hardware cloth to help prevent slippage from mold. Mr. Lanier would also need to purchase some tools which he incorporated into the total cost. Mr. Lanier believes that the trail system will be completed by the end of summer.

First Selectman Temple stated that he believes this is a more frugal approach rather than hiring an outside contractor. Selectman Arnold Jensen stated that this property looks very steep. Mr. Lanier said it definitely is, however it is a great site and there are many great views in the fall once the leaves are off the trees and during this time of year, spring and summer, there are a lot of wetland plants, which is one of the desires of the project. Selectman David McKane stated that this is a pretty good price tag for over 300 ft of boardwalk and over a mile of trail.

## **11. FY 2022 – 2023 Transfer Requests**

### **MOTION:**

Selectman Arnold Jensen moved to **approve** the FY 2022 – 2023 transfer requests (Attachment C) as presented by the Finance Director in his letter dated 5/17/23, with the exception of item #7 Police Overtime for \$90,000.00 which will be tabled for an explanation at the next Board of Selectmen meeting. This was seconded by Selectman David McKane. All 3 Ayes.

### **Discussion:**

First Selectman Temple asked if there were any questions. Selectman Jensen said the biggest transfer is the Police Overtime. First Selectman Temple said that he feels that the Selectmen should table item #7 (police overtime) for an explanation from Sgt Gray at the next Board of Selectmen's meeting. All other transfers can be approved if there are no other questions. No other questions were raised.

## **12. Report of First Selectman**

- Three police officers completed a 40 hour crisis intervention team program; the officers were Officer Luke Ramirez, Officer Peter Hopson and Sgt. Anthony Cipriano. Being first responders the COT program helps to improve the outcomes of encounters police have by improving communication and identifying mental health resources to ensure safety.
- The Oxford Library received a \$2000 Summer Enrichment Grant from the State Library.
- Oxford received \$278,500.00 from Governor Lamont's State Grants For Recreation Trails across Connecticut. This grant money will be used for the Rock House Hill Trail and for the planning/designing and construction. Also equipment and amenities for the ADA compliant trails.
- First Selectman George Temple will be meeting with the DOT tomorrow to discuss the \$3.4 million dollar grant for the Main Street Multi-Use Trail which will go from Dutton Road to Quarry Walk.

- The Memorial Day Parade is Monday, May 29th. The parade starts at 11:00 AM with a flyover of a C – 130 between 11:15 AM and 11:45 AM.
- First Selectman Temple had the pleasure of reading to fourth-graders this morning. Always happy to see the children and interact with them.
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### **AUDIENCE OF CITIZENS**

Selectman David McKane noted he is all for handicap accessible trails at Rock House Hill. However he feels that we should put the money we received for the handicapped trails into either across the street from Town Hall or somewhere near the bridge trails since those trails are much more inclusive for handicapped people rather than at walking around Rockhouse Hill Sanctuary. He stated that this is just a suggestion.

### **ADJOURNMENT:**

### **MOTION:**

First Selectman George Temple moved to adjourn the meeting at 8:49 PM. This was seconded by Selectman David McKane. All 3 Ayes. Motion carried.

Respectfully Submitted By  
***Kathleen Sundstrom***  
Kathleen Sundstrom  
Clerk

TOWN OF OXFORD, CT  
*Kathleen Sundstrom*  
TOWN CLERK

2023 JUN -1 P 4:52



**Attachment A**

<b>Last Name</b>	<b>First Name</b>	<b>Emply #</b>	<b># of seasons completed</b>	<b>Position</b>	<b>Salary</b>
Alves	Stephanie	1309	2	Lifeguard	\$15.00
Bogle	Vanessa	1315	2	Lifeguard	\$15.00
Bourdoulus	Noah	1279	1	Lifeguard	\$15.00
Burlinson	Morgan	1348	1	Lifeguard	\$15.00
Burnett	Erin	1349	1	Lifeguard	\$15.00
Darroch	Emily	1104	7	Shift Supervisor	\$16.50
Davies	Emily	1325	1	Lifeguard	\$15.00
Donovan	Krista-Leigh	141	25	Aquatic Director	\$21.00
Fabrizi	Rocco	1306	2	Lifeguard	\$15.00
Fabrizi	Anthony	1233	2	Lifeguard	\$15.00
Golding	Aisling	1308	2	Lifeguard	\$15.00
Goldstein	Madison		new	Lifeguard	\$15.00
Johnson	Kelti	1253	5	Lifeguard	\$15.00
Kenny	Brian	373	14	Ast. Aqu. Dir	\$18.00
Lanier	Peter	1281	1	Lifeguard	\$15.00
Lanier	Will		new	Lifeguard	\$15.00
Lynch	Patrick		new	Lifeguard	\$15.00
Mahmood	Kal		new	Lifeguard	\$15.00
Ort	Peter	1294	2	Lifeguard	\$15.00
Palarino	Jake		new	Lifeguard	\$15.00
Scully	Ryan	1351	2	Lifeguard	\$15.00
Searles	Shannon	1188	5	Shift Supervisor	\$16.50
Waehler	Justin	1203	5	Shift Supervisor	\$16.50
Webb	Shay	1346	2	Lifeguard	\$15.00
Wolyniec	Ryan	1270	3	Lifeguard	\$15.00
Wolyniec	Nate		new	Lifeguard	\$15.00

**Attachment B**

<b>Last Name</b>	<b>First Name</b>	<b>Empl #</b>	<b>season comp</b>	<b>Position</b>	<b>Salary</b>
Yak	Jamie	155	26	CampDirector	\$21.00
Aldo	Mark	1313	2	Teen Travel	\$15.00
Bavone	Ryan	1314	2	Teen Travel	\$15.00
Daniels	Emma	1350	1	Teen Travel	\$15.00
Fletter	Samantha	1317	2	Teen Travel	\$15.00
Macero	Adam	1324	1	Teen Travel	\$15.00
Rice	Sarah		new	Teen Travel	\$15.00
Ritchel	Charles		new	Site Director	\$17.00
Steneck	Maddie		new	Teen Travel	\$15.00
Aldo	Katie	1352	1	Huskies	\$15.00
Cook	Samantha	1353	1	Huskies	\$15.00
Darroch	Matt	1238	4	Huskies	\$15.00
Derasmo	Abby	1272	3	Huskies	\$15.00
Dos Santos	Jenna	1356	1	Huskies	\$15.00
Ernst	Robert		new	Huskies	\$15.00
Fletter	Sabrina		new	Huskies	\$15.00
James	Ben		new	Huskies	\$15.00
Kapadia	Dhruv (Drew)	1318	2	Huskies	\$15.00
Kochiss	Sara		new	Huskies	\$15.00
Kondic	Noah		new	Huskies	\$15.00
Monticone	Nicole	1355	1	Huskies	\$15.00
Nesteriak	Jessica	1329	2	Huskies	\$15.00
Petitti	Jenna	1195	5	Site Director	\$17.00
Sinclair	Lila		new	Huskies	\$15.00
Sura	Emily	1322	1	Huskies	\$15.00
White	Connor		new	Huskies	\$15.00

**Attachment C**

**To: Board of Finance**

**May 17, 2023**

**From: Finance Director**

**Re:2022-2023 Transfer requests**

Item #		Department	Account Number	Account		Amount
1	TO:	Planning and Zoning	5430-570-1000	Legal Notices	\$	900.00
	FROM:	Planning and Zoning	5430-555	Conferences and Meeting:	\$	900.00
	Motion					
	Seconded					
	Vote					
	Comments					
2	TO:	Assessor	5215-690	Mileage	\$	500.00
	FROM:	Assessor	5215-570-123	Mapping	\$	500.00
	Motion					
	Seconded					
	Vote					
	Comments					
3	TO:	Town Clerk	5530-689	Microfilm	\$	50.00
	FROM:	Town Clerk	5530-670	Legal Notices	\$	50.00
	Motion					
	Seconded					
	Vote					
	Comments					
4	TO:	Conservation IWWC	5530-689	Legal Fees	\$	2,660.00
	FROM:	Finance	5530-670	Contingency	\$	2,660.00
	Motion					
	Seconded					
	Vote					
	Comments					
5	TO:	Police	5433-769	Microfilm	\$	3,500.00
	FROM:	Finance	5530-670	Contingency	\$	3,500.00
	Motion					
	Seconded					
	Vote					
	Comments					

**received**  
5/16/23

To: Board of Finance

May 17, 2023

From: Finance Director

Re:2022-2023 Transfer requests

Item #		Department	Account Number	Account		Amount
6	TO:	Police	5433-xxxx	Department Certification	\$	7,205.00
	FROM:	Finance	5530-670	Contingency	\$	7,205.00
	Motion Seconded Vote Comments					
7	TO:	Police	5433-521-1000	Overtime	\$	90,000.00
	FROM:	Finance	5530-670	Contingency	\$	90,000.00
	Motion Seconded Vote Comments					
8	TO:	Police	5433-811	Vehicle Maintenance	\$	35,000.00
	FROM:	Finance	5530-670	Contingency	\$	35,000.00
	Motion Seconded Vote Comments					
9	TO:	Police	5433-799	Water	\$	1,400.00
	FROM:	Finance	5530-670	Contingency	\$	1,400.00
	Motion Seconded Vote Comments					
10	TO:	Police	5433-688	Medical	\$	2,211.00
	FROM:	Police	5433-770	Office Supplies	\$	2,211.00
	Motion Seconded Vote Comments					