

**MINUTES**  
**Board of Selectmen's**  
**Regular Meeting**

**Wednesday, April 17, 2024**  
**7:30 PM - Town Hall**

First Selectman George Temple opened the meeting at 7:31 PM and the Pledge of Allegiance was recited.

Present: First Selectman George Temple, Selectman Arnold Jensen (remotely), Selectman David McKane and Secretary to the First Selectman Kelly Weymer.

**ACCEPTANCE OF MINUTES**

**1. 4/3/24 Regular Meeting Minutes**

**MOTION:**

Selectman David McKane moved to approve the 4/3/24 Regular Meeting minutes with the following correction:

Item #3 under Amendments to the Agenda: The motion was made by Selectman Arnold Jensen and was seconded by Selectman David McKane, not Selectman Arnold Jensen.

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

**AMENDMENT OF AGENDA**

**1. Hire Youth Conservation Corp Members**

**MOTION:**

Selectman David McKane moved to amend the agenda to add Hire Youth Conservation Corp Members as Item #7. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**2. Oxford Greens, Pulte Homes, Phase IV Performance Bond Release Request**

**MOTION:**

Selectman David McKane moved to amend the agenda to add Oxford Greens, Pulte Homes, Phase IV Performance Bond Release Request as Item #8. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**3. Oxford Towne Center Soil and Erosion Bond Release Request**

**MOTION:**

Selectman David McKane moved to amend the agenda to add Oxford Towne Center Soil and Erosion Bond Release Request as Item #9 and move Report of First Selectman to Item #10. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**APPOINTMENTS**

None

**NEW BUSINESS**

**1. Honor Oxford High School Girl's Basketball Team**

**MOTION:**

Selectman David McKane moved to *table* this matter until the May 1, 2024 meeting as some members are away on Spring vacation. This was seconded by Selectman Arnold Jensen. All Ayes. Motions passed.

**2. Library FY 2023 – 2024 Transfer Requests**

**MOTION:**

Selectman David McKane moved to approve the Library's FY 2023 – 2024 Transfer Requests (Attachment A) as presented. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

Discussion: First Selectman Temple explained that the wage for Adult Service Librarian is not being used so the Director of Municipal Library/Media Operations is using the money to cover the part-time wages as they are doing the work. As far as the second transfer request, \$24.00 is such a small amount. The last transfer request from Electricity to Water is just balancing bills.

**3. Tax Refunds**

**MOTION:**

Selectman David McKane moved to approve the tax refunds, in the amount of \$1,310.68, as presented by the Tax Collector in her letter dated 4/15/24 and authorize two signatures. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**4. Hire Board Clerk**

**MOTION:**

Selectman David McKane moved to hire Laurie Carr as a Board Clerk with a pay rate of \$17.56 per hour effective Thursday, March 7, 2024. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

Discussion: First Selectman Temple stated that this position is for all boards; not just one specific board. He felt that Mrs. Carr will be great at this position.

**5. Oxford Main Street Project Phase 1B Bid – Award Bid**

**MOTION:**

Selectman David McKane moved to *table* the Oxford Main Street Project Phase 1B Bid as the Chairman of the committee is not present. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**6. Oxford High School PoolPak Bid – Award Bid**

**MOTION:**

Selectman David McKane moved to award the Oxford High School's PoolPak Bid to M&O Corporation, in the amount of \$462,120.00 to be taken from Funds Surplus, as presented, and recommended by the Superintendent of Schools in his letter dated 4/11/24. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed. This matter will be forwarded to the Board of Finance.

Discussion: Selectman Arnold Jensen asked how this was going to be paid. Selectman David McKane stated that he believed \$100,000.00 was coming from the Board of Education, so only \$362,120.00 is being requested.

Michael Dagostino, Director of Facilities and Human Resources, stated that is correct. First Selectman Temple asked why the Board of Education chose M&O over Air Temp. Mr. Dagostino stated that there wasn't much difference between the bids, it was just a business decision. The original estimate was approximately for \$800,000.00, so both bids were well below that. First Selectman Temple asked if both bidders were researched. Mr. Dagostino stated they were and they were both equally competent and both companies attended the mandatory walk-through's and both have worked well with the Board of Education in the past. First Selectman Temple stated that he was impressed with the Board of Education on their professional processing of this matter.

Superintendent Robert Miller stated that he supports both bidders. Selectman David McKane pointed out that from \$800,000.00 to \$362,000.00 is very easy to approve and he commended the Board of Education for their diligence in this bid process.

**5. Oxford Main Street Project Phase 1B Bid – Award Bid**

**MOTION:**

First Selectman George Temple moved to remove this matter from the table. This was seconded by Selectman David McKane. All Ayes. Motion passed.

Discussion: Chairman Jeff Luff explained that this is Phase 1B of the Main Street Project which will connect Town Hall with the Annex Building. This is a 2022 Connectivity Grant that can be used towards this project. Five bids were received and an in-depth analysis was conducted by the Town Engineer which resulted in three companies being the three lowest bidders. Mr. Luff asked the Town Engineer for his recommendation. The Town Engineer noted that Asphalt Paving's bid was mathematically unbalanced in that they were higher in materials. It was then determined that Earthworks Excavation was the lowest bidder. Overall, there is only a base bid difference of \$3,000.00 between Asphalt Paving and Earthworks Excavation. All three companies are local. It was stated that the town has had positive experiences with Earthworks Excavation.

**MOTION:**

Selectman David McKane moved to award the Oxford Little River Nature Preserve & Municipal Center Phase 1B Bid to Earthworks Excavation and Landscaping, LLC, with a Total Bid with Alternates in the amount of \$713,336.00, as presented in the Town Engineer's letter dated 3/19/24. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed. This matter will be forwarded to the Board of Finance.

**7. Hire Youth Conservation Corp Members**

**MOTION:**

Selectman David McKane moved to hire Jack Wickenheisser and William Lanier both as Youth Conservation Corp Members with pay rates of \$15.69 per hour and a start date of Wednesday, April 17, 2024. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**8. Oxford Greens, Pulte Homes, Phase IV Performance Bond Release Request**

**MOTION:**

Selectman David McKane moved to release the Performance Bond No. 929494607, in the amount of \$100,000.00, for Oxford Greens, Pulte Homes, Phase IV as approved by the Land Use Engineer in his letter dated 2/23/24 and the Planning & Zoning Commission at their meeting held on 3/5/24. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

Discussion: First Selectman Temple pointed out that as both Land Use Engineer and Planning & Zoning Commission approved this release, he is in favor of this request.

**9. Oxford Towne Center Soil and Erosion Bond Release Request**

**MOTION:**

Selectman David McKane moved to release the Soil and Erosion Bond No 929583679, in the amount of \$475,000.00, Oxford Towne Center as approved by the Land Use Engineer in his letter dated 3/7/24 and the Planning & Zoning Commission at their meeting held on 3/19/24. This was seconded by Selectman Arnold Jensen. All Ayes. Motion passed.

**10. Report of First Selectman**

- First Selectman Temple read a letter from Seymour's First Selectwoman Annmarie Drugonis in which the First Selectwoman expressed her deepest gratitude and appreciation to the Oxford Fire Department for their assistance in extinguishing a house fire in Seymour. She went on to say that the Oxford Fire Department exhibited exceptional skill, bravery, and coordination in tackling the flames and that the firefighters worked tirelessly under challenging circumstances. First Selectman Temple is very proud of our firemen.
- First Selectman Temple stated that on Monday Seymour Pink will be holding a Pasta Night at Brookside from 5:00 PM – 9:00 PM. He pointed out that we will have police officers there to help people cross Route 67 for obvious safety reasons.
- Department of Transportation is developing plans to replace traffic signal controllers and cabinets at state-owned traffic signals in District 4. They are also installing communication equipment. In Oxford these are at Route 67 at West Street and Park Road as well as at Route 67 and Riggs Street. The design plans should be completed in June 2024 with a tentative construction date of August 2024.
- On Saturday, April 6<sup>th</sup> the First Selectman attended a Grand Opening for Events by Party Plus in Quarry Walk. He stated that he had a real great time. It is a great place to have a party for kids. They have various bouncy houses and party packages.
- Monday, April 22<sup>nd</sup> is Earth Day. Also, the month of April is our annual Town-Wide Cleanup Month. Anyone wishing to participate can see Denise in the Inland Wetlands Department or our Receptionist. They both have Pledge Forms, gloves, and large trash bags. First Selectman Temple encouraged all to go around town and help pick up trash and debris. It is amazing what is thrown away. This is a way for residents to get involved and help make a difference.

- First Selectman Temple explained that after attending Seymour Pink's Pasta Night at Brookside he will then go to a VEMS Board meeting, once they let me know the location of the meeting. VEMS has a lot of important issues to discuss.
- On Wednesday April 24<sup>th</sup> there are two Ribbon-Cutting Ceremonies. The first is at Bubbakoo's Burritos in the Great Hill Plaza on the corner of Route 67 and Great Hill Road. The second will be at the Oxford Fence Company located at 117 Oxford Road. Unfortunately, he will be away and unable to attend. Selectman Jensen stated he would represent the board at both functions.
- Next Monday, the Selectmen will meet with the Board of Finance to discuss the budget before it goes to the Town Meeting on May 6<sup>th</sup>. The Referendum will be held on May 16<sup>th</sup>. The Board of Finance Public Hearing will be held on Monday, April 22<sup>nd</sup> at Quaker Farms School.

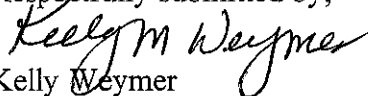
### AUDIENCE OF CITIZENS


Ms. Susan Mendillo, of 121 Hawley Road, asked the status of the Hawley Road Project. She explained that she had been promised that her front property would be put back like it was, but that has not happened. First Selectman Temple stated that there is no money left in that project. Ms. Mendillo stated again that she was promised that a rock wall was to be built, trees were to be planted against her property line for privacy like she had before and that a guard rail for safety was to be installed. She further explained that ledge was hit so no rock wall but the job was done horribly and debris was left everywhere. She is unable to maintain that front portion of her property. She pointed out that she did not have to worry about maintaining it before as it was all natural trees and bushes. She stated that she is just looking to get what was promised to her by the town and the engineer. She is the only property that did not get what was promised. Ms. Mendillo explained that she was never even asked about this project; nothing was ever brought to her attention until the project began. She feels like she got the short end of the stick. The First Selectman Temple stated that if he can accomplish this without violating grant or contract, he will do so. He explained that he will take another look to see where the money would come from. Ms. Mendillo stated that it has been almost two years now and she just would like answers. First Selectman Temple stated that he will issue her a written reply.

### ADJOURNMENT

#### MOTION:

Selectman David McKane moved to adjourn the meeting at 8:13 PM. This was seconded by First Selectman George Temple. All Ayes. Motion passed.

Respectfully submitted by,  
  
Kelly Weymer  
Secretary to the First Selectman

RECEIVED 4/18/2024  
AT 2:20 pm  
  
Asst. TOWN CLERK

## Attachment A

### REQUEST FOR TRANSFER

Transfer number \_\_\_\_\_

To: Board of Selectmen

Date April 12, 2024

From: Library

Re: Budget Line Item Transfer

	ACCOUNT NUMBER	TITLE	AMOUNT
To:	5390-517--0084-0000	Wages All Part Time	\$22,475.00
From:	5390--515-0080-0000	Adult Serv Librarian	\$22,475.00
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

**Explanation:**

Requested \$129,940 for part time staff, was funded \$100,000.

More part-time hours needed because of a 49% increase in visits to the library.

Minimum wage went up \$1.69 per hour. Adult Service Librarian retired, requiring 6 months of additional part-time hours & Circ Coordinator who covers the adult desk 40 hours a week had surgery which required coverage by part-time staff.

**ACTION**

Department Head Signature

R. Costigan

Date

4/13/24

Board of Selectmen Action

Date

Board of Finance Action

Date

## REQUEST FOR TRANSFER

Transfer number \_\_\_\_\_

To: Board of Selectmen

Date April 15, 2024

From: Library

Re: Budget Line Item Transfer

	ACCOUNT NUMBER	TITLE	AMOUNT
To:	5390-555	Conferences	\$24.00
From:	5390-736	SW Snow Removal	\$24.00
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Explanation:

Unexpected slight increase in cost of conferences.

ACTION

Department Head Signature

L. Costigan

Date 4/15/24

Board of Selectmen Action

\_\_\_\_\_

Date \_\_\_\_\_

Board of Finance Action

\_\_\_\_\_

Date \_\_\_\_\_



## REQUEST FOR TRANSFER

Transfer number \_\_\_\_\_

To: Board of Selectmen

Date April 15, 2024

From: Library

Re: Budget Line Item Transfer

	ACCOUNT NUMBER	TITLE	AMOUNT
To:	5390-799	Water	\$325.00
From:	5390-595	Electricity	\$325.00
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

**Explanation:**

Increased visits to the library = higher water usage.

**ACTION**

Department Head Signature

R. Cordigli

Date 4/15/24

Board of Selectmen Action

\_\_\_\_\_

Date \_\_\_\_\_

Board of Finance Action

\_\_\_\_\_

Date \_\_\_\_\_