



TOWN OF OXFORD

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

Board of Selectmen Regular Meeting

**Wednesday, September 5, 2018
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 Jeff Haney, Selectman Scott Flaherty and Kristyn Rosa, Administrative Assistant

Absent: None

ACCEPTANCE OF MINUTES

1. 8/15/18 Regular Meeting

MOTION:

Selectman Jeff Haney moved to approve the 8/15/18 Regular Meeting minutes as presented. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

AMENDMENT OF AGENDA

1. Cultural Arts Commission Appointment

MOTION:

Selectman Jeff Haney moved to amend the agenda to add Cultural Arts Commission Appointment. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

2. Purchase Police S.U.V. – Approve

MOTION:

Selectman Jeff Haney moved to amend the agenda to add Purchase Police S.U.V. – Approve as Item #5. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

3. Purchase Police Radios – Approve

MOTION:

Selectman Jeff Haney moved to amend the agenda to add Purchase Police Radios – Approve as Item #6. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

4. Award Oxford Public Schools Computer Systems Switching & Rewiring Bids

MOTION:

Selectman Jeff Haney moved to amend the agenda to add Award Oxford Public Schools Computer Systems Switching & Rewiring Bids as Item #7 and move Report of First Selectman to Item #8. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

APPOINTMENTS

1. Cultural Arts Commission Appointment

MOTION:

Selectman Jeff Haney moved to appoint Kayla Eck, of 143 Jacks Hill Road, to the Cultural Arts Commission with a term to commence immediately and expire on 12/31/19. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

Discussion: Kayla Eck's appointment is at the request of JoAnna Lucas, Oxford Cultural Arts Chairman.

NEW BUSINESS

1. New Website Presentation

Margaret West, Oxford Town Clerk, gave a presentation explaining the new Town of Oxford website format. Her goal in revamping the site was to allow for easy navigation of the site by using one or two clicks on site links. CivicPlus developed the website. The date for the website to become active is not yet determined.

New features on the Town website will include:

- Staff Directory at the top of the page.
- "Find It Fast" button for information and forms.
- "About" button which has community resources.

Other links on the home page will include Subscribe, Minutes and Agendas, GIS maps, Bids and RFPs, Charter, Ordinances and the Parks & Recreation Department.

The Town will be able to post an urgent banner on the home page. There is also easy access to news from each department, as well as an urgent banner for each department. A

calendar page will include all meetings, senior center, recreation and library events as well as other Town happenings. Town forms will be formatted with the ability to be completed online. Town Hall hours and phone numbers are listed on the home page.

The cost for the new website was approximately \$2,600.00. The site will be cell phone compatible. First Selectman George Temple stated that Marge should be included on the agenda for the next Board of Finance meeting. James Hliva, Town of Oxford Finance Director, asked if Marge could go to the next meeting and give the Board the same presentation. First Selectman George Temple thanked Marge for her work and a job well-done. He also mentioned that it would be helpful to create and upload a Town emergency pamphlet. An Emergency Management link could be created for this purpose. The hard copy would be available in the event that the internet is unavailable. All Town departments, including the Board of Education, Police, Fire, Ambulance, Public Works and Building, should be contacted and have input in providing public emergency information to be included in the pamphlet and on the website.

2. 2017 – 2018 Annual Report – Approve

MOTION:

Selectman Jeff Haney moved to approve the 2017 – 2018 Annual Report as presented. This was seconded by Selectman Scott Flaherty. This report will be made available on the Town's municipal website and in the office of the Town Clerk by January 15, 2019 per Town Charter. All 3 ayes. Motion carries.

Discussion: First Selectman George Temple was very impressed with the economic development report. There are many positive improvements that benefit the Town of Oxford taxpayers, including an increase to the Grand List. The report is comprehensive and will be included on the Town website upon approval.

3. Hire AmeriCorp Intern

MOTION:

Selectman Jeff Haney moved to approve the funding for a part-time AmeriCorp Intern in the amount of \$1,500.00. This was seconded by Selectman Scott Flaherty. This intern would work 22 hours per week from mid-October for 10 months and be shared with Southbury SMART LPC. Pomperaug Health District is contributing \$1,000 towards Oxford's share. All 3 Ayes. Motion carries.

MOTION:

Selectman Jeff Haney moved to approve the funding for a part-time AmeriCorp Intern in the amount of \$1,500.00, contingent upon approval by the Board of Finance and to be paid from the Board of Finance Contingency. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

Discussion: The AmeriCorp Intern will serve the opioid committee in assisting victims

of this narcotic and provide parents with resources. He/she will work in cooperation with the Southbury SMART LPC.

4. Hire Temporary Custodian As-Needed

MOTION:

Selectman Jeff Haney moved to hire Dan Forcier, of 4 Old Towantic Hill Road, as a Temporary Custodian As-Needed, at a pay rate of \$18.00 per hour and a start date of Monday, September 10, 2018. This was seconded by Selectman Scott Flaherty. All 3 Ayes. Motion carries.

Discussion: Dan Forcier will be assisting Kyle Sastrum, Custodian, with repairs throughout the Oxford Town Hall, including the replacement of ceiling tiles, painting, and other maintenance needs. The hiring of a temporary custodian is more cost-effective for the Town as opposed to hiring a separate contractor to complete the work.

5. Purchase Police S.U.V. – Approve

MOTION:

Selectman Jeff Haney moved to approve the purchase of a 2019 Ford Utility Police Interceptor AWD from MHQ, Inc., in an amount not to exceed \$45,882.22 to be taken from Capital and Non-Recurring, as requested by the Resident State Trooper in his letter dated 8/8/18. This was seconded by Selectman Scott Flaherty. This matter will be forwarded to the Board of Finance and then to a Town Meeting. All 3 Ayes. Motion carries.

Discussion: The purchase was previously refused by the Board of Finance. Town Charter requires this item to be returned to the Board of Finance for approval. The police department is in need of this vehicle.

6. Purchase Police Radios – Approve

MOTION:

Selectman Jeff Haney moved to approve the purchase of four (4) portable radios with desk chargers and speaker microphones and three (3) mobile vehicle radios, one with an antenna, in an amount not to exceed \$32,798.25 to be taken from General Fund Balance, as requested by the Resident State Trooper in his letter dated 8/18/18. This was seconded by Selectman Scott Flaherty. This matter will be forwarded to the Board of Finance and then to a Town Meeting. All 3 Ayes. Motion carries.

Discussion: The cost of the radios was not included in the Capital budget. As a result, the cost will come from the General Fund Balance. Communication equipment is necessary for the police to perform their duties.

7. Award Oxford Public Schools Computer Systems Switching & Rewiring Bids

MOTION:

Selectman Jeff Haney moved to award the Oxford Public Schools Computer Systems Switching & Rewiring Bids to Presidio Networked Solutions Group, LLC of Glastonbury, for the following:

- a. Quaker Farms School Switches for a quote of \$51,839.35
- b. Oxford Center School Switches and Wiring for a quote of \$16,445.54
- c. Great Oak Middle School Switches and Wiring for a quote of \$75,644.42
- d. Oxford High School Switches for a quote of \$87,684.00
- e. Oxford High School Wiring for a quote of \$75,502.03

All totaling \$304,115.34, with funding coming from Capital and Non-Recurring. This was seconded by Selectman Scott Flaherty. This matter will be forwarded to the Board of Finance and then to Town Meeting. All 3 Ayes. Motion carries.

Discussion: The bids were acquired in accordance with State bidding procedures. Olga Simoes, Director of Finance, Oxford Public Schools, stated that part of the cost for the system upgrades are being paid through a federally-funded grant. As long as the Board of Education follows the grant requirements and maintains proper documentation, the Board will be reimbursed approximately \$80,000 from the federal government. This reimbursement will place the project cost below the original cost that was requested. The project will link everyone in the District by having the same security enhancements. The current system is overloaded as a result of technological requirements and advancements within the school system. The computer system will work off cables. This will be a year-long project. Other components to the system (fire walls, servers) will be added at a later date. The project will need to be forwarded to the Board of Finance and then to a Town Meeting because funding will be coming from Capital and Non-Recurring.

8. Report of First Selectman

The Oxford Boy Scouts of America will dedicate this year's Christmas ornament to the new Oxford Public Library.

The Connecticut Small Business Development Center Report has recognized the Town of Oxford as one of nine Connecticut communities among the nation's best to start a small business.

An article by Marc Fitch, Yankee Institute for Public Policy, which assesses municipal fiscal health in Connecticut, gave the Town of Oxford a score of 88 out of 100. This score places the Town of Oxford among the top 10 towns in Connecticut.

AUDIENCE OF CITIZENS

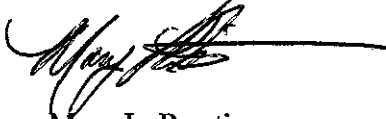
None

ADJOURNMENT

MOTION:

Selectman Jeff Haney moved to adjourn the meeting at 8:32 PM. This was seconded by Selectman Sott Flaherty. All 3 Ayes. Motion carries.

Respectfully submitted,



Mary LoPresti
Clerk, Board of Selectmen

18 SEP 11 AM 11:43
TOWN OF OXFORD, CT
Christopher A. Ulvestad
TOWN CLERK