

MINUTES
**Board of Selectmen's
Regular Meeting
Wednesday, June 5, 2013
7:30 PM - Town Hall**

The meeting was called to order by First Selectman George Temple at 7:36 p.m. and the Pledge of Allegiance was recited. The following were present: First Selectman George Temple, Selectman Jeffrey Haney, Selectman Dave McKane and Joanne Pelton, Administrative Assistant.

ACCEPTANCE OF MINUTES

1. 5/15/13 Regular Meeting

MOTION:

Selectman Haney moved to approve the 5/15/13 Regular Meeting minutes as presented. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

AMENDMENTS OF AGENDA

1. Riverside Firehouse Site Improvements – Award Bid

MOTION:

Selectman Haney moved to amend the agenda to add Riverside Firehouse Site Improvements – Award Bid. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

2. Disband Oxford Center School Building Committee

MOTION:

Selectman Haney moved to amend the agenda to add Disband Oxford Center School Building Committee as Item #8 under New Business. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

3. Disband Quaker Farms Roof Replacement Project Committee

MOTION:

Selectman Haney moved to amend the agenda to add Disband Quaker Farms Roof Replacement Project Committee as Item #9 under New Business. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

4. Playscape – Schedule Town Meeting

First Selectman Temple moved to amend the agenda to add scheduling of Town Meeting to discuss approval of \$138,000 for the Playscape to be held on June 18, 2013 at 7:00 p.m. This was seconded by Selectman Haney. Motion passes.

APPOINTMENTS

None.

AUDIENCE OF CITIZENS

Linda Czaplinski, 30 Freeman Road attended the meeting to speak about her property on Old Good Hill Road that has been damaged due to work being done to an adjacent parcel on Old Good Hill Road. She commented that she has not received a written update that she requested from the Town regarding this matter. She has spoken to Attorney Condon. A cease and desist had been ordered by the Town when they were informed that her property was being damaged. There is a lawsuit against the property owner who has damaged the landscape in the area. Linda asked for a detailed written recap of the actions that have been taken by the Town and the status of the matter. First Selectman Temple asked that she write him a letter explaining her request and that he will forward it to Attorney Condon.

Roger O'Toole, One Shannon Court spoke about the Code Red system that the Town uses to inform people of emergency matters. He commented that there was a low turnout of voters for the recent budget referendum and he suggested that the system be used to inform people of things such as referendums and Town Meetings that are coming up. First Selectman Temple noted that this is a good suggestion.

Bill Golasso, 107 Country Club Lane suggested that the Registrar of Voters make the calls to remind townspeople of elections.

NEW BUSINESS

1. Establish Great Oak Garden Committee – Approve Charge

MOTION:

Selectman Haney moved to remove this matter from the table. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

MOTION:

Selectman Haney moved to establish the Great Oak Garden Committee, and approve the following charge:

To meet when required for the purpose of converting the abandoned tennis courts at Great Oak School to a garden which will act as a training device for school aged children and or community use. To work with the science department and administration at Great Oak School in furtherance of the goals contained herein. To provide estimates and design criteria to the Board of Selectmen. To engage in any other legal actions deemed appropriate by this committee and the Board of Selectmen. To comply with all provisions of the Charter of the Town of Oxford and the Connecticut General Statutes.

This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

2. Quaker Farms Volunteer Fire Company Kitchen Project – Discussion with Possible Action

MOTION:

Selectman Haney moved to Table the matter. This was seconded by Selectman McKane. Motion carries.

3. FY 2013 – 2014 Holidays – Approve

MOTION:

Selectman Haney moved to approve the following FY 2013 – 2014 Holiday schedule:

<i>Independence Day</i>	<i>Thursday July 4, 2013</i>
<i>Labor Day</i>	<i>Monday, September 2, 2013</i>
<i>Columbus Day</i>	<i>Monday, October 14, 2013</i>
<i>Veteran's Day</i>	<i>Monday, November 11, 2013</i>
<i>Thanksgiving</i>	<i>Wednesday, November 27, 2013 – ½ Day</i> <i>Thursday, November 28, 2013</i> <i>Friday, November 29, 2013 (Floater)</i>
<i>Christmas Eve</i>	<i>Tuesday, December 24, 2013</i>
<i>Christmas Day</i>	<i>Wednesday, December 25, 2013</i>
<i>New Years Day</i>	<i>Wednesday, January 1, 2014</i>
<i>Martin Luther King Day</i>	<i>Monday, January 20, 2014</i>
<i>President's Day</i>	<i>Monday, February 17, 2014</i>
<i>Good Friday</i>	<i>Friday, April 18, 2014 (Floater)</i>
<i>Memorial Day</i>	<i>Monday, May 26, 2014</i>

This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

4. Tax Incentive Application for WFS Properties, LLC – Approve

MOTION:

Selectman Haney moved to approve the following 2012 Grand List Tax Abatement Application as presented and recommended by the Tax Assessor in her letter dated 5/16/13:

WFS Properties, LLC This qualifies for Real Estate abatement program A, Year 1, abatement of 25% on taxes.

This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

5. Hire Parks & Recreation Summer Employees

MOTION:

Selectman Haney moved to hire the last two Parks & Recreation summer employees, with the pay rates as listed, as presented and recommended by the Parks & Recreation Director in her letter dated 6/5/13. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

6. Appropriation Request for Limited A2 Survey for Proposed Library Site – Approve

MOTION:

Selectman Haney moved to approve an appropriation request, in an amount not to exceed \$3,900.00, for a limited A2 Survey within the construction area of the property of the proposed Library on Great Oak Road, performed by Nafis & Young Engineers and in accordance with their letter dated 5/23/13, and as recommended by the Library Planning & Building Committee Chairman on 5/28/13. This was seconded by Selectman McKane. Discussion: Discussion ensued regarding a limited A2 Survey.

Selectman Haney withdrew his Motion. Selectman McKane withdrew his Second.

MOTION:

Selectman McKane moved to approve an appropriation request, in an amount not to exceed \$3,900.00, for an A2 Survey within the construction area of the property of the proposed Library on Great Oak Road, performed by Nafis & Young Engineers and in accordance with their letter dated 5/23/13, and as recommended by the Library Planning & Building Committee Chairman on 5/28/13 and to refer the matter to the Board of Finance. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

7. YACK Peddler's Permit – Approve

MOTION:

Selectman McKane moved to Table this matter until the next regularly scheduled Board of Selectmen's meeting. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

8. Disband Oxford Center School Building Committee

MOTION:

Selectman Haney moved to disband Oxford Center School Building Committee. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

9. Disband Quaker Farms Roof Replacement Project Committee

MOTION:

Selectman Haney moved to disband Quaker Farms Roof Replacement Project Committee. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

10. Establish Oxford Schools Upgrade Committee (Combining Oxford Center School Building Committee and Quaker Farms Roof Replacement Project Committee), Approve Charge and Appoint Members

MOTION:

Selectman Haney moved to establish Oxford Schools Upgrading Committee and approve the following charge:

Oxford Schools Upgrade Committee Charge

The charge of the Oxford Schools Upgrade Committee is to plan, obtain all necessary authorizations, and then review, research and coordinate all of Oxford's schools necessary upgrades and/or the construction of new facilities or structures that will continue to meet the Town's educational needs for the foreseeable future. The Oxford Schools Upgrade Committee is not responsible for selecting a site for a new school.

The Oxford Schools Upgrade Committee (OSUC) will work closely with the Board of Education. The OSUC needs to know and understand the Educational Specifications. They also need to interact with design professionals (i.e. demographers, architects). The OSUC is responsible for directing this project from Educational Specifications to final acceptance of any and all completed projects by the Board of Education and the State Department of Education through the completion of grant submission, if applicable, to the State of Connecticut.

The OSUC is appointed by and is responsible to the Board of Selectmen. A project plan with a timeline and significant deliverables will be developed and presented to the Board of Selectmen. Progress reports, along with timely reporting of any significant developments, will be made to the Board of Selectmen and copied to the Board of Education. The OSUC will be governed by Town Charter, Town Code of Ordinances and applicable Statutes. OSUC members serve at the will and pleasure of the Board of Selectmen.

Communication with all professionals hired through the OSUC and with town staff and officials should be coordinated and discussed at OSUC meetings.

The goal is to upgrade existing facilities as well as the construction of new facilities or structures in the most cost effective and timely manner. Cost effectiveness shall be related to upgrades, construction costs and future maintenance costs. The OSUC shall determine current cost projections and decide whether, based on those cost projections, there should be swift but due diligence to investigate construction or design methods that could result in substantial cost reductions without sacrificing the educational and civic requirements incorporated into the current design. Any investigation must have a prompt timeline.

The OSUC shall establish a timeline to submit for any and all upgrades and constructions of schools to the voters of the Town at a referendum.

There shall be one (1) liaison from the Board of Education and one (1) liaison from the Board of Finance. The role of the liaisons will be to have full participation in discussion and planning but will have no voting rights.

All town staff, appointed and elected official shall be available to the OSUC and, whenever possible, questions should be submitted to town staff or official for written responses to the OSUC. If attendance at OSUC meetings is desired, the request shall be made in writing.

The OSUC shall freely and vigorously discuss all issues.

And to appoint the following members:

Eric Benzon of 60 Punkup Road
Paolo Dell'oso of 24 Moose Hill Road
Jeff DiIulio of 22 Oakcrest Road
John Kerwin III of 5 Whitegate Road
Adam Kinkel of 17 Douglas Drive
John Peterson of 54 Towantic Hill Road
Kathleen O'Brien of 47 Peach Farm Road
Diamond Matthew Rosa of 6 Skyline Drive
Kenneth Sharron of 2 Old Towantic Hill Road
Lisa Suttle of 1 Sarah Drive
Robert Slie of 71 Bee Mountain Road
Shannon Wolf of 7 Davis Road

An Organizational Meeting will be scheduled for Wednesday, June 19, 2013 at 7:00 PM.

This newly established committee combines the Oxford Center School Building Committee (established on 3/20/12) and the Quaker Farms Roof Replacement Project Committee (established on 2/6/13).

This was seconded by Selectman McKane. Discussion: Selectman McKane commented that the number of members is very large and also noted that paragraph one of the charge states "...research and coordinate all of Oxford's schools..." He commented that all is incorrect. He also commented (in paragraph one) that "...the foreseeable future" is a gray area and that he is not comfortable with the wording. Discussion continued on these items.

MOTION:

Selectman Haney amended his Motion to change the wording in paragraph one from “all of Oxford’s schools” to “the two Oxford schools”. This was seconded by Selectman McKane. All (3) Ayes. Motion passes.

MOTION:

Selectman McKane moved to remove Kathleen O’Brien from the list of appointed members of the Oxford Schools Upgrade Committee. This was seconded by Selectman Haney. Discussion: This is being done at Kathleen’s request. All (3) Ayes. Motion carries.

11. Tax Refunds

MOTION:

Selectman Haney moved to approve the tax refunds, totaling \$6,667.76, as presented by the Tax Collector in her letter dated 6/4/13, and to authorize two signatures. This was seconded by Selectman McKane. All (3) Ayes. Motion carries.

AMENDMENTS

1. Riverside Firehouse Site Improvements – Award Bid

MOTION:

Selectman Haney moved to award the Riverside Firehouse Site Improvements bid to R.P. Dalton Asphalt and Paving, of 508 Bucks Hill Road in Waterbury, with a bid amount of \$99,000.00 as presented and recommended by the Town Engineer in his letter dated 5/29/13. This was seconded by Selectman McKane. Discussion: Selectman Haney noted that he met with Jim Galligan, Mr. Dalton and Scott Pelletier. Selectman Haney indicated that the company is in good standing, that the plans have been reviewed and that his bid will cover everything. Selectman McKane asked if references were checked and he was told that Jim Galligan has checked them. Discussion continued regarding funding for the project.

Selectman McKane moved to Table the matter. This was seconded by Selectman Haney. All (3) Ayes. Motion carries.

2. Playscape – Schedule Town Meeting

MOTION:

Selectman Haney moved to send to Town Meeting the approval of \$138,000 for the Playscape to be taken from the Quaker Farms School oil remediation settlement, as approved by the Board of Finance, with a meeting date of 6/18/13 at 7:00 p.m. at Town Hall. This was seconded by Selectman McKane. All (3) ayes. Motion carries.

Report of First Selectman

First Selectman Temple spoke about the Memorial Day parade, which went very well, and he thanked Selectman Haney and Selectman McKane for being involved. The Hurricanes were in the parade. They will be working with band students in Town over the summer and will use the field at Oxford High School for practice on the weekends during the summer. The track will be able to be used during this time.

He commented that Taylor Drayton of Oxford High School won the Track & Field State Championship in the shot put event and the Town is proud of her. The track team placed third at the event.

Friday is the high school state championship game for the high school volleyball team. The high school girls' softball team will be in the state championship. The boys' baseball team is also headed toward the championship game. He wishes all the athletes well in these competitions.

You're A Good Man Charlie Brown will be performed at Oxford Center School this weekend.

The Oxford Land Trust 25th Anniversary celebration will be held on Sunday, June 9, from 11 a.m to 4 p.m. at Jackson's Cove. All are welcome to the event which will include a picnic, hiking and speakers will be present.

Oxford Day is set for Saturday, June 8 at Oxford High School.

He noted that the high school track will be rubberized on 6/17/13 and will be inaccessible for two weeks, then it will be lined and be ready for use shortly thereafter.

AUDIENCE OF CITIZENS

Joanne Pelton, spoke about the Great Hill Road project. She noted that she received a report from Nafis & Young that shows they have two outstanding items on the punch list to be completed (placement of joint sealing at the pavement repair area and resetting a catch basin). They have spent fifty-two hours coordinating the project and the Town received a bill for \$3,100. She was asked to have Nafis & Young attend the next regular meeting.


ADJOURNMENT

MOTION:

Selectman McKane moved to adjourn the meeting at 8:55 PM. This was seconded by Selectman Haney. All (3) Ayes. Motion Carries unanimously.

Respectfully submitted, subject to approval


Marni Soss, Clerk

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TOWN OF OXFORD, CT

TOWN CLERK