

ARTICLE 8 - APPOINTED BOARDS

Section 8-1: General Provisions

(A) To the extent permitted by law, and notwithstanding any provisions of this Charter to the contrary, the Town Meeting shall have the power, by ordinance, to alter or modify the composition of any appointive board or commission, and to alter or modify the duration of any appointive terms, provided that the term of any person appointed prior to the adoption of such ordinance shall not thereby be shortened or terminated.

(B) Appointive boards existing by ordinance on the effective date of this Charter or any amendments thereto, shall continue to operate in accordance with such ordinance. Additional appointive boards may be created by the Board of Selectmen or by ordinance, which shall specify their powers and duties and terms of office. Appointive boards shall have all the powers and duties as prescribed by law. The Board of Selectmen shall provide newly created boards with sufficient funds for initial operating expenses.

Section 8-2: Appointments, Qualifications, Terms, General Powers and Duties

(A) The Board of Selectmen shall appoint the members of those boards, commissions and committees authorized by ordinance and this Charter, hereinafter referred to as "appointive boards". Upon acceptance of a resignation by the Board of Selectmen, all vacancies on appointive boards shall be filled within sixty (60) days of the date the resignation is effective. Selectmen may not make or submit appointments that do not commence during their term of office, nor can they make any appointments during the last fourteen (14) days of their term.

(B) All members of appointive boards shall be qualified electors of the Town of Oxford and shall vacate their positions upon ceasing to be electors of the Town. Political party representation on appointive boards shall be as specified in Section 7-7 of this Charter. Members of appointive boards shall be sworn in before taking office and the officer administering the oath shall record such fact in the office of the Town Clerk within seven days.

(C) Except as otherwise provided by ordinance, the terms of all members of appointive boards, commissions or committees shall begin on January 1, except when a vacancy is filled or a new board, commission or committee is created. The appointed members shall serve until their respective successors have been appointed and duly sworn. The length of terms shall be set by ordinance or as hereinafter specified in this Charter.

(D) As provided by ordinance, members of any appointive board or commission who miss three (3) or more consecutive regularly scheduled meetings, or in the alternative more than one-half (1/2) of the yearly meetings, shall be subject to removal from such board or commission by an affirmative vote of the majority of the remaining members. Upon said action, the Chairman or the Secretary shall notify the Town Clerk in writing that a position has become vacant. The Town Clerk shall notify the Board of Selectmen of such vacancy, and they shall fill such vacancy in accordance with the provisions of paragraphs (A) and (B) of this Section.

Section 8-3: Building Code Board of Appeals

The Board of Selectmen shall appoint a Building Code Board of Appeals consisting of five (5) members, all of whom shall meet the qualifications set forth in the State Building Code. They shall serve overlapping terms of five years each and their powers and duties shall be as prescribed in Chapter 541, Section 29-266 of the General Statutes.

**TOWN CHARTER
OXFORD, CONNECTICUT
2011 Revision**

Section 8-4: Civil Preparedness Advisory Council

The Board of Selectmen shall appoint a Civil Preparedness Advisory Council consisting of seven (7) members serving overlapping terms of two (2) years each. As each term expires, the Board of Selectmen shall appoint persons for two-year terms beginning on January 1 following the expiration of such term. One member shall be appointed Coordinator. Members of this Council shall include representatives from the fire department, police department, ambulance association, public works department, and representatives from business and service groups who are important to the civil preparedness program of the Town. Their powers and duties shall be as prescribed in Chapter 517, Section 28-7 of the General Statutes.

Section 8-5: Conservation Commission and Inland Wetlands Agency

(A) The Board of Selectmen shall appoint a Conservation Commission for the development, conservation, supervision and regulation of natural resources, including water resources, within the Town. The number of members and their terms shall be prescribed by ordinance, and they shall have the powers and duties prescribed by such ordinance and Section 7-131a of the General Statutes.

(B) The Conservation Commission shall be designated as the Inland Wetlands Agency for the Town of Oxford, and they shall have all the powers and duties set forth in the Connecticut Inland Wetlands and Watercourses Act enumerated in Sections 22a-36 to 22a-45 of Chapter 440 of the General Statutes.

Section 8-6: Cultural Arts Commission

The Board of Selectmen shall appoint a Cultural Arts Commission consisting of Town residents who have knowledge of and competence or experience in connection with the performing or visual arts. They shall encourage the promotion, development, acceptance and appreciation of artistic and cultural activities within the Town. The number of such members and alternates, their terms and their duties and responsibilities shall be as prescribed by ordinance.

Section 8-7: Economic Development Commission

The Board of Selectmen shall appoint an Economic Development Commission for the promotion and development of the economic resources of the Town. The number of members, their terms and their powers and duties shall be as prescribed by ordinance and Section 7-136 of the Connecticut General Statutes.

Section 8-8: Elderly Commission

The Board of Selectmen shall appoint an Elderly Commission which shall advocate for the needs of the elderly in relation to housing, employment, welfare, health, recreation and other matters. It shall be responsible for the oversight of the staff and the activities of the Oxford Senior Center, the preparation of the budget and the expenditure of the dues and fees deposited in the Special Activities Fund. The number of members, their terms and their powers and duties shall be as prescribed by ordinance. The Director of Senior Services shall be an ex-officio member of this board, but without the right to vote.

**TOWN CHARTER
OXFORD, CONNECTICUT
2011 Revision**

Section 8-9: Ethics Commission

The Board of Selectmen shall appoint an Ethics Commission which shall be responsible for the investigation of allegations of unethical conduct, corrupting influence or illegal activities levied against any official, officer or employee of the Town. The number of members, their terms and their powers and duties shall be prescribed by ordinance and Section 7-148h of the Connecticut General Statutes.

Section 8-10: Fire Commissioners

(A) As provided by the Fire Department Ordinance, the Board of Selectmen shall appoint a Board of Fire Commissioners, who shall obtain fire protection for the Town and supervise affairs relative to this objective.

(B) The Board of Selectmen shall appoint the Chief from each company of the Oxford Fire Department to the Board of Chiefs as provided by ordinance. They shall appoint the Fire Police, and the Town Fire Marshal and Deputy Fire Marshal(s) who shall serve in accordance with Section 29-297 of the General Statutes.

Section 8-11: Housing Authority

The Board of Selectmen shall appoint five (5) members serving overlapping terms of five (5) years each to serve as Commissioners of the Oxford Housing Authority. These individuals shall be appointed in accordance with the provisions of Chapter 128, Section 8-41, and shall have the duties and responsibilities conferred upon housing authorities by Chapters 128 and 130 of the General Statutes and by duly enacted ordinance.

Section 8-12: Library Board of Directors

The Board of Selectmen shall appoint a Library Board of Directors who shall be responsible for the oversight and management of the Oxford Public Library. The Town Treasurer, or his designee, shall serve as ex-officio member of the board as prescribed by ordinance. The number of directors, their terms and their powers and duties shall be prescribed by ordinance and Chapter 190 of the Connecticut General Statutes.

Section 8-13: Parks & Recreation Commission

The Board of Selectmen shall appoint a Parks & Recreation Commission responsible for the oversight of all Town parks and recreational facilities, and for providing all citizens with access to a program of athletic and other recreational activities. The Commission shall employ the services of a Director and other employees necessary to accomplish this objective. The number of members, their terms and their powers and duties shall be prescribed by ordinance and any special or general laws of the State of Connecticut.

Section 8-14: Planning & Zoning Commission Alternates and Zoning Board of Appeals Alternates

The Board of Selectmen shall appoint Planning & Zoning Commission Alternates and Zoning Board of Appeals Alternates for those terms specified by ordinance. Their powers and duties shall be prescribed by ordinance and Chapters 124 and 126 of the Connecticut General Statutes.

**TOWN CHARTER
OXFORD, CONNECTICUT
2011 Revision**

Section 8-15: Police Commission and Chief of Police

(A) Until such time as the Town Meeting enacts an ordinance establishing a Police Commission, the Board of Selectmen shall be the Police Commission and the First Selectman shall be the Chief of Police. The Board of Selectmen may utilize the services of Resident State Troopers per Section 29-5 of the General Statutes and/or they may organize a local Police Department by ordinance. Within the funds provided in the budget, the Board of Selectmen shall appoint qualified Constables and/or Special Constables in accordance with Town ordinance and state statutes.

(B) Upon enactment of any such ordinance, the Police Commission shall be the policy making unit for the department and shall establish operational policies and directives to be executed by the Chief of Police. Such ordinance shall specify the Commission's duties and responsibilities, number of members and terms of office and any other powers prescribed by Chapter 104, Sections 7-274 etal, of the General Statutes.

Section 8-16: Water Pollution Control Authority

The Board of Selectmen shall appoint a Water Pollution Control Authority responsible for implementing and supervising the management, control, operation and maintenance of the town's sewerage system or wastewater management system. The Authority's number of members, their terms and their powers and duties shall be prescribed by ordinance and Chapter 103, Section 7-246 of the General Statutes.

Section 8-17: Website Committee

(A) The Board of Selectmen shall appoint a Website Committee which shall be responsible for the continuous maintenance and updating of the Town of Oxford's municipal website located at <http://www.oxford-ct.gov>. This committee shall consist of five (5) members serving overlapping terms of five (5) years each. Beginning on January 1, 2012, each member shall be designated to serve terms of one, two, three, four, and five years respectively. In December of each year thereafter, as each term expires, one member shall be appointed to a term of five (5) years.

(B) The members of the Website Committee shall elect a chairman, a secretary, and a website administrator. The Website Committee shall direct the duties and responsibilities of the website administrator. The Committee shall be responsible for providing the Town Clerk's office with all the necessary resources to comply with the online posting and filing requirements specified in this Charter and in the General Statutes.