

# Minutes

## Board of Selectmen's

### Regular Meeting

**Wednesday, December 1, 2021, at 7:30 PM**

Virtual Meeting/Hangout Meets/In Person

The Town of Oxford Board of Selectmen Regular Meeting was called to order by First Selectman George Temple at 7:31 PM, and the Pledge of Allegiance was recited.

Present: First Selectman George Temple, Esq., Selectman Arnold Jensen (Virtually), Selectman David McKane, Kristyn Rosa, Administrative Assistant to the First Selectman.

Absent: None

#### **ACCEPTANCE OF MINUTES**

##### **1. 10/20/21 Regular Meeting**

###### **MOTION:**

Selectman Arnold Jensen moved to remove this matter from the table. This was seconded by First Selectman George Temple. 2 Ayes, Selectman Dave McKane abstained. Motion carries.

###### **MOTION:**

Selectman Arnold Jensen moved to approve the 10/20/21 Regular Meeting minutes as presented. This was seconded by First Selectman George Temple. All 3 Ayes, Selectman Dave McKane abstained. Motion carries.

##### **2. 11/17/21 Regular Meeting**

###### **MOTION:**

Selectman David McKane moved to approve the 11/17/21 Regular Meeting minutes as presented. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries

## **APPOINTMENTS**

### **1. Conservation Commission/Inland Wetlands Agency Re-Appointment**

#### **MOTION:**

Selectman David McKane moved to re-appoint Susan Purcella-Gibbons to the Oxford Conservation Commission/Inland Wetlands Agency with a term to commence 1/1/22 and expire on 12/31/24. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

#### **DISCUSSION:**

First Selectman George Temple stated that Mrs. Purcella-Gibbons is the chairman now and she has been on the Conservation Commission for over twenty years and knows what she's doing. Mrs. Purcella-Gibbons thanked the Board.

### **2. Cultural Arts Commission Appointment**

#### **MOTION:**

Selectman David McKane moved to appoint Ellen Fox to the Cultural Arts Commission with a term to commence immediately and expire on 12/31/21. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

#### **DISCUSSION:**

Discussion was had clarifying the date of expiration. Further discussion was in regards to Ellen Fox, of her smarts, and her strong interest in the cultural arts, as well as her interest of Shakespeare, which First Selectman George Temple and Selectman Arnold Jensen both agreed would be nice to see in town. They also commented the recent show at Quarry walk was very well done and would be great to see more of.

#### **MOTION:**

First Selectman George Temple moved to appoint Ellen Fox to the Cultural Arts Commission with a term to commence immediately and expire on 12/31/23. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

## **NEW BUSINESS**

### **1. Tax Refunds**

**MOTION:**

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$4,821.44 as presented and recommended by the Tax Collector in her letter dated 11/30/21 and to authorize two signatures. This was seconded by Selectman David McKane. All 3 Ayes. Motion carries.

**DISCUSSION:**

Discussion was had stating that these refunds were pretty standard.

**2. Award Woodruff Hill Sanitary Sewage Pump Station Bid**

**MOTION:**

First Selectman George Temple moved to discuss the bid for the Woodruff Hill Sanitary Sewage Pump Station at E Commerce Drive. This was seconded by Selectman Arnold Jensen.

**DISCUSSION:**

Mr. Scott Halstead, Water Pollution Control Authority Maintenance Person, explained that this is the sewer pump station that affects seven lots. In order to sell those seven lots, the pump station needs to go in. When this originally went out to bid, the bids came in a bit higher than expected. First Selectman George Temple stated this is something that should be put back out to bid; there is not a rush to do this. If the Economic Development Coordinator has requests regarding completing this in a certain time frame, then we will address that at that time. First Selectman Temple stated it should still be put back out to bid. He explained that there is nothing to lose and the only thing they have to gain is a lower price for the pump station.

**MOTION:**

First Selectman George Temple moved to *table* the bid for the Woodruff Hill Sanitary Sewage Pump Station at E Commerce at this time with recommendation to put it out to bid again. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

**3. Hire YCC Member**

**MOTION:**

Selectman David McKane moved to hire Jacob Palarino as a Youth Conservation Corp member with a start date of Wednesday, December 1, 2021 and a pay rate of \$13.00 per hour. This was seconded by First Selectman George Temple. All 3 Ayes. Motion carries.

### **DISCUSSION:**

First Selectman Temple stated that this is a request of Mr. Joe Lanier of the Inland Wetlands Commission. First Selectman Temple stated that Mr. Lanier has never steered this Board wrong. He continued explaining that these kids work hard and it is a great experience for them. Selectman David McKane added that the kids have to put in many hours of volunteer work before they can be hired, so you have a good idea how they are going to work out even before they start.

#### **4. Hire Temporary Assessors Office Employee**

### **MOTION:**

Selectman David McKane moved to hire Lawrence LeBel as a Temporary Assessor's Office employee for the period beginning Tuesday, November 23, 2021 and ending on Friday, December 31, 2021, which may be extended upon mutual agreement, for a maximum of 32 hours per week at a pay rate of \$45.00 per hour. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

### **DISCUSSION:**

First Selectman George Temple explained that this is extra help needed to put together the grand list. The Assessor's Office is short staffed as of late, and this is a daunting task for which the Assessor is going to need help. Kristyn Rosa, Administrative Assistant to the First Selectman, stated that Mr. LeBel will be entering all the personal property that is received. We have received a lot of these Declarations, so there is a lot of work to be done. Mr. Jim Hliva, Finance Director, added that Mr. LeBel had experience in Manchester using the same software as the towns, so there will be very little need for training. Selectman Arnold Jensen pointed out the motion states 32 hours but we agreed on 30 hours per week. First Selectmen George Temple responded that we are not obligated to 32 hours per week; this provides a cushion if there is need to go over 30 hours.

#### **5. Hire Assessor Clerk**

### **MOTION:**

First Selectman George Temple moved to hire Meredith Papst as the Assessor Clerk, with a start date of January 3, 2021 and a pay rate of \$19.21 per hour for 32 hours per week. This was seconded by Selectman David McKane. All 3 Ayes. Motion carries.

### **DISCUSSION:**

Discussion was had that this is a union position which will start at the first step. It was explained that Mrs. Papst has been working with the town since June and has been doing a great a job. Mrs. Papst will have the opportunity to continue her education and will

also be encouraged to get her licensing if interested. Comments were also made that Mrs. Papst is ambitious and hardworking and this recommendation is from the Assessor.

## **6. Gasoline, Diesel Fuel and Heating Oil Purchasing – Discuss with Possible Action**

### Discussion:

Jim Hliva, Finance Director, reviewed the gasoline, diesel fuel and heating oil purchase options with the Board.

### **MOTION:**

First Selectman George Temple moved to lock in on the Gasoline, Diesel Fuel and Heating Oil quotes as presented by the Finance Director dependent upon the current price as of tomorrow morning December 2, 2021. This was seconded by Selectman David McKane. All 3 Ayes. Motion carries.

## **7. Report of First Selectman**

- Last Sunday the First Selectman attended the Seymour Parade representing the Town of Oxford. They did a really nice job.
- Tuesday the First Selectman attended the CCM Convention at Mohegan Casino. A lot was learned from speaking with the other selectman and mayors. Much talk was in regards to the Federal money given.
- There will be a town wide forum or open discussion most likely after the new year, on ways of how which to spend Oxfords Federal Covid relief money. There are several projects in mind but the towns opinion is also wanted. Through discussions with other towns at the CCM Convention, it was agreed it would be best to have a COG representative make sure the decisions on how the moneys are spent fall in line with all of the many requirements and boundaries set forth. This will help ensure that the towns will not have to pay back any of the money due to any technical error. This needs to be done carefully and with much consideration.
- On December 1, 2021 the First Selectman also toured the HVAC systems at the White Plains High School. Many questions were raised and everyone was very cooperative. First Selectman Temple stated that there set up may be one way to go with regards to our situation, minus their ventilation setup.
- Friday, December 3, 2021 is the date of the Annual Parks & Recreation Tree Lighting. Santa will be in the gazebo for children to wave and speak to but there will be no contact. The High School and Middle School choirs will be singing and there will be hot chocolate as well.
- COVID-19: There were a few cases at the Town Public Works Department, but they are on the mend and ending quarantines. None of this impacts the town in the way of their performance. If we get snow, the roads will be cleared. The greater concern is for their health, they work hard and work many hours.

- Selectman David McKane brought up the meeting they had with First Light in regards to garbage making its way into the river. First Selectman Temple agreed the meeting was a very good meeting and they are planning to follow up on this.
- COVID-19 Booster shots: The town will be working with Griffin Hospital to get booster shots out to residents, as well as surrounding towns. A date and time will be announced later.
- It was asked how much of the Federal Covid money the town was given. Finance Director Jim Hliva stated we received just under four million dollars.


### ADJOURNMENT

### MOTION:

Selectman David McKane moved to adjourn the meeting at 8:20 PM. This was seconded by Selectman Arnold Jensen. All 3 Ayes. Motion carries.

Minutes filed subject to approval

Respectfully Submitted,

  
Shannon-Lee Scott Hicks  
Clerk, Board of Selectman

21 DEC -7 AM 11:16  
TOWN OF OXFORD, CT  
*Cyril August A. Clark*  
TOWN CLERK