

MINUTES

Board of Selectmen's Regular Meeting

Wednesday, February 15, 2023

7:30 PM - Town Hall

First Selectman George Temple called the meeting to order at 7:34 PM and the Pledge of Allegiance was recited.

Attendance: First Selectman George Temple, Selectman Arnold Jensen, Selectman David McKane and Administrative Assistant Kristyn Rosa.

ACCEPTANCE OF MINUTES

1. 2/1/23 Regular Meeting

MOTION:

Selectman Arnold Jensen moved to approve the 2/1/23 Regular Meeting minutes as presented. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

2. 2/7/23 Special Meeting

MOTION:

Selectman Arnold Jensen moved to approve the 2/7/23 Special Meeting minutes as presented. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

AMENDMENT OF AGENDA

1. Extend Town Lawns and Athletic Fields Maintenance Contract

MOTION:

Selectman Arnold Jensen moved to amend the agenda to add Extend Town Lawns and Athletic Fields Maintenance Contract as Item #7 and move Report of First Selectman to Item #8. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

APPOINTMENTS

1. 2023 Chief of Chiefs Re-Appointment

MOTION:

Selectman Arnold Jensen moved to re-appoint Scott Pelletier as 2023 Chief of Chiefs as presented in their letter dated 2/9/23. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

NEW BUSINESS

1. Recognition of Officer Q. Gagstetter's Actions

No action at this time

2. Tax Refunds

MOTION:

Selectman Arnold Jensen moved to approve the tax refunds, totaling \$21,373.07, as presented and recommended by the Tax Collector in her letter dated 2/10/23 and to authorize two signatures. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

3. Banking Resolution for M&T Bank

MOTION:

Selectman Arnold Jensen moved to approve the following Universal Banking Resolution for M&T Bank:

BE IT RESOLVED, that Michael Angelini, Jeffrey Haney, Kathy Johnson and Vincent Palutis are no longer officials of the Town of Oxford and their names need to be removed from the M&T Bank account titled:

Town of Oxford
David T. Schreiber Memorial Fund
Account number: 850 474 405

BE IT FURTHER RESOLVED, that the current Selectmen, George R. Temple, Arnold Jensen, David McKane and Treasurer Andrew Ferrillo will be the authorized signors on the above account.

BE IT FURTHER RESOLVED, that First Selectman George Temple is authorized by the Board of Selectmen to execute any and all documents necessary to facilitate this change.

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

4. New Financial Software for Finance Applications – Approve

MOTION:

Selectman Arnold Jensen moved to approve the purchase of new financial software for financial applications, in the amount of \$30,000, from Gemni Software as presented and recommended by the Finance Director in his letter dated 2/7/23. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

Discussion: Finance Director Jim Hliva explained that the software currently being used has been updated throughout the years but is now 30 years old. Mr. Hliva is recommending to purchase new financial software from Gemni, in the amount of \$30,000.00, which includes data conversion and user training. The maintenance fee is guaranteed at the current rate, which could be \$22,500, for the next three years. Payroll software would need to be purchased separately, but will not be done at this time; they will be using a bridge. The possible cost for new payroll software would be approximately between \$25,000 to \$32,000. First Selectman George Temple accepts Mr. Hliva's recommendation and is in agreement to this upgrade.

5. FY 2022 - -2023 Transfer Requests

MOTION:

Selectman Arnold Jensen moved to approve the following FY 2022 – 2023 transfer requests as presented by the Finance Director in his letter dated 2/8/23:

TO: Finance	5315-554	Computer Licensing	\$30,000.00
FROM: Finance	5320-560-5320	Contingency	\$30,000.00
TO: Finance	5315-517-88	Wages Part-Time	\$6,962.00
TO: Finance	5315-643	Benefits	\$602.00
FROM: Finance	5315-608	Financing Costs	\$7,564.00

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

6. Hire Assistant Line Maintenance Worker for Water Pollution Control Authority

MOTION:

Selectman Arnold Jensen moved to hire Tim Richmond as the Assistant Line Maintenance Worker for the Water Pollution Control Authority, as presented and

recommended in their letter dated 2/8/23, at a pay rate of \$20.00 per hour, 15 hours per week, effective immediately. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

Discussion: Water Pollution Control Authority Maintenance Person Scott Halstead explained that the position is already in the budget. It is a needed position and is currently vacant so it needs to be filled.

First Selectman Temple stated that he has known Mr. Richmond for a long time and he knows he will do a great job. Mr. Richmond is involved with the town and very knowledgeable.

7. Extend Town Lawns and Athletic Fields Maintenance Contract

MOTION:

Selectman Arnold Jensen moved to extend until December 31, 2024 Nature's Edge contract for the Town's Lawn and Athletic Fields Maintenance Contract for all properties defined as lawns and all properties defined as athletic fields that was awarded by the Board of Selectmen on March 16, 2022. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

Discussion: First Selectman George Temple stated he had a meeting with the Board of Education about lawn and field maintenance. Currently, the lawn and fields maintenance is under the town's budget as the town is maintaining the school properties. The Board of Education would like to hire someone to maintain school properties and purchase equipment that would be used. The concern is if that person they hire would have the knowledge and understanding of chemicals needed to be used on the lawns and fields. First Selectman Temple explained that further discussion is needed. One issue is that currently, the Board of Education has no storage facility to house lawn maintenance equipment. First Selectman Temple recommends continuing the contract with Nature's Edge at this time. This would keep the same cost to the town, which is more sensible. Parks & Recreation Director Kyra Nesteriak asked the Board of Selectmen to approve the extension of Nature's Edge contract. First Selectman Temple explained the current contract receives the current rate until the end of the contract. There can be no unforeseen increase costs for the remainder of the contract.

8. Report of First Selectman

- First Selectman Temple stated that on Saturday he attended the opening of the Quick Stop Liquor Store and also the Chili Contest. Both events were well attended. Then on Sunday he attended the Center Firehouse Pancake Breakfast. Mr. Temple stated that this was also a well attended event. The Fire Department does a great job.

- First Selectman Temple mentioned that a pedestrian was hit on Route 34. It is his understanding that the person will recover. He complimented the Fire Department for their quick response.
- Mr. Temple explained that his neighbor's family lost their home due to a house fire. The Fire Department had to deal with freezing temperatures and receiving water to the site made things difficult. They had to refill their tanks in Seymour. Mr. Tom Haynes offered a new apartment for the family to live in at Quarry Walk. The First Selectman would like to thank everyone for their efforts to help this family. The family has stated they are very thankful to everyone for their assistance.
- First Selectman also met with Johnson Controls regarding thermostats and the possibility of installing solar panels. He would like to look into the installation of solar panels and the possible savings and the reimbursement to the town.
- Mr. Temple attended the Agricultural Advisory Committee meeting. They discussed finding a location for a community garden where residents can rent space. This idea needs to be explored further to see if there is town interest. First Selectman Temple stated that there may be possible grants that could help with the initial cost for this project.
- First Selectman Temple would like to hold a Thank You reception for Senator Blumenthal for the \$3.4 million grant the town received for the sidewalk project. He is looking to hold this possibly in March. However, more discussion will be needed.

AUDIENCE OF CITIZENS

None

ADJOURNMENT

MOTION:

Selectman Arnold moved to adjourn the meeting at 8:30 PM. This was seconded by Selectman David McKane. All (3) Ayes. Motion carried.

Respectfully Submitted By,
Kathleen Sundstrom
 Kathleen Sundstrom, Clerk

TOWN OF OXFORD, CT
Kathleen Sundstrom
 TOWN CLERK

2023 FEB 23 P 12:51