



TOWN OF OXFORD

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George R. Temple, Esq.
First Selectman

Selectman Arnold Jensen
Selectman David McKane

SPECIAL MEETING

Board of Selectmen

Thursday, February 22, 2024

Oxford Town Hall Hearing Room – 8:30 A.M.

The Special Board of Selectmen's meeting was held in the Hearing Room at Oxford Town Hall on February 22, 2024. The meeting was called to order at 8:34 a.m., and the Pledge of Allegiance was recited.

Attendance:

First Selectman George Temple, Selectman Arnold Jensen Administrative Assistant Kristyn Rosa, and Finance Director Jim Hliva.

Selectman Arnold Jensen explained that the sole objective of the special meeting was to provide an opportunity for each department to present and clarify changes made to their 2024-25 budget. It was made clear that no actions or votes would take place at the meeting.

Police Department: Sgt Roman Gray and Ofc. Robert Boroski presented the following:

- Wages and overtime.
- Increase in the longevity line item.
- Vehicle maintenance and the need for more vehicles were discussed.
- An explanation was given regarding Trooper overtime.
- Equipment Depreciable line item increase is due to the need for Tasers.

Library: Director of Municipal Library/Media Operations, Robbi Costigan, presented the following:

- The wage increase is primarily due to the part-timers.
- Books- The library is approx 20,000, below what is appropriate for a community our size.
- Civic Activities
- Benefits- Finance Director Jim Hliva explained that a retiree was insured as a single person, and the person who replaced the retiree insured their family.
- Computer hardware, maintenance, and software were discussed.
- The computer library and catalog are the Bibionation fees that increased.
- Facilities maintenance increased due to the septic tank pumping each year since there was an increase in people visiting the facility.
- Mileage increase- Only out-of-the-valley area mileage is requested.

Town Clerk Margaret West Mainor presented the following:

- Wages- Mrs. Mainor explained that non-union employees missed out on a pay increase last year, which she has now included in this year's budget.
- Due to the new state requirements for early voting, additional ballots must be purchased.
- Postage- went up due to dog licenses. Mrs. Mainor explained the importance of dog licensing.

Economic Development: Coordinator Jeff Luff presented the following:

- Mr. Luff explained that there were no increases to this budget this year.

Ambulance: Director Madalene Taggart presented the following:

- Wages- Mrs. Taggart explained that she has had to hire part-time staff for the ambulance because she struggles to find volunteers. The state imposes high protocols on EMTs, making the pay unjustified.
- Mrs. Taggart also explained the need for an EMT class in the school systems.
- Vehicle Maintenance
- Bundle Billing was discussed

Parks and Recreation: Director Kyra Nesteriak presented the following:

- Wages Seasonal line item is up due to the minimum wage increase.
- Facility Supplies increased due to the need for mulch replacement, which has not been done in a few years. New clay is needed at Aggie Park. A fence is required around the pickleball courts.
- Ms. Nesteriak voiced her concern that since she has been employed as the director of Parks and Recreation, her department has never received money to fund any capital improvement items.
- Programs Regular line items must be increased due to the cost of Cheer for Oxford.

Assessor's Dept: Assessor Penny Mudgett presented the following:

- Part-time Clerk- Mrs. Mudgett explained that she always needs more help in the office and would like to hire another clerk.
- The Assessor Clerk's line item increase is due to a step increase for one of her clerks.
- The Contracted Services increase is due to the new Open Gov Online Permitting Program the Town offers. This mapping fee covers mapping for multiple offices but comes out of the assessor's budget.
- Ms. Mudgett requests a uniform line item for the clerk's fieldwork.
- Ms. Mudgett requests a dedicated car for the Assessor's Department, as they currently share one with Zoning and Wetlands.

Planning and Zoning: Chairman Pat Cocchierella and Zoning Coordinator Jessica Pennell presented the following:

- Request to add a line item for a part-time clerk to be hired as needed for basic office functions.
- Contracted Services increased due to the need for a Town Planner. Which is needed for the Affordable Housing Plan.
- Contracted Services Stenographer was taken out of the budget last year, but it is needed due to controversial applications for legal purposes.
- Capital items for P&Z were discussed: a car for the ZEO, Open Gov online permitting, and an Audio Video for the main meeting room in Town Hall.
- Equipment: Upgrade of the Coordinator's computer, which was not compatible with the new Windows upgrade.
- First Selectman Temple had concerns that the numbers submitted for this budget were just estimates. First Selectman Temple asked P&Z to clean these numbers up and resubmit.

Lake Zoar Authority: Ms.Barbara McWilliams presented the following:

- Ms. Williams mentioned that there is only one line item, but it involves a significant increase due to replacing one of the boats. The authority has received a donation towards purchasing a new boat, but more money is needed. Therefore, they seek contributions from each of the four towns towards the purchase.

Finance Director Jim Hliva asked Ms. Williams if she could look into financing the boat so it would only increase each town's budget by a smaller amount each year rather than this one big sum of 10,000.00. Ms. Williams said she is willing to look into that.

Dog Warden:

The Selectmen briefly discussed the dog warden budget since the Animal Control Officer was absent due to illness. The following line items were discussed.

- Part-time Animal Control Officer
- Facilities Maintenance
- Donation Account balance
- Vet expenses

Conservation Commission: Denise Randall, Conservation Clerk, and Inland Wetland's Enforcement Officer, Mike Herde, presented the following:

- Trail Maintenance increased due to the expansion of the trail system
- Detention ponds
- Replace the I/W Officer's car that is currently being evaluated for repairs.

Tax Collector: Mrs.Helen Leung, Tax Collector, presented the following:

- Lock Box
- Summer help

At 12:45 p.m., the meeting recessed for lunch and resumed at 2:30 p.m.

Elderly Commission: Senior Center Director Sandy Arburrr presented the following:

- Wages- part-time, custodian, drivers, and union contracts
- Conferences and meetings
- Dues
- Education
- Electricity
- Fees and Permits
- Facilities Maintenance
- Heating and Fuel
- HVAC
- Photographic
- Physical Exams
- Programs Regular
- Programs Special
- Office Supplies
- Office Equipment
- Telephone Lines
- Waste Removal
- Water
- Vehicle Maintenance/Repairs
- Alarm System
- Cable/Internet

Communications: Chief Scott Pelletier presented the following:

- Wages
- Computer Software
- Electricity
- Equipment Expensed
- Equipment Maintenance
- Facilities Maintenance Services and Supplies
- Vehicle Maintenance

Fire Marshall: Chief Scott Pelletier presented the following:

- Wages
- Computer Maintenance/Software
- Equipment Expensed
- Department Supplies
- Telephone
- Uniforms

Civil Preparedness: Chief Scott Pelletier presented the following:

- Bottled Water
- MRE Meals Ready to Eat

Fire Departments: Chief Pelletier, Chief Gramigna, and Chief Hellauer presented the following:

- Computer Software
- Education
- Equipment Depreciable
- Equipment Expense
- Equipment Maintenance
- Facilities Maintenance Services and Supplies
- Supplies Departmental
- Telephone
- Waste Removal
- Vehicle Maintenance

Registrar of Voters: Republican Registrar Linda Crowe and Democratic Registrar Ellen Fox presented the following:

- Wages increase due to the State requirement of Early Voting
- Elections line item increases are also due to the new Early Voting requirements.
- Conferences
- Contracted Services

Housatonic Valley Health Department: Health Director Amy Bethage presented the following:

- Contracted Svcs- Health District.

Respectfully Submitted,

Kristyn Rosa

Administrative Assistant
Office of the First Selectman

TOWN OF OXFORD, CT
Stephanie Hill
TOWN CLERK

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